



MENDOCINO COUNCIL OF GOVERNMENTS

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NEPHELE BARRETT, EXECUTIVE DIRECTOR

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AGENDA

Monday, December 2, 2019 at 1:30 p.m.

Primary Location:

County Administration Center, Board of Supervisors Chambers
Room 1070, 501 Low Gap Road, Ukiah

Audioconference Location:

Caltrans District 1, 1656 Union St., Eureka

Additional Media

For live streaming and later viewing:

<https://www.youtube.com/>, search for Mendocino County Video, or
YouTube link at <http://www.mendocinocog.org> under Meetings

The Mendocino Council of Governments (MCOG) meets as the Board of Directors of:

Mendocino Regional Transportation Planning Agency (RTPA) and
Mendocino County Service Authority for Freeway Emergencies (SAFE)

NOTE: All items are considered for action unless otherwise noted.

1. Call to Order / Roll Call
2. Convene as RTPA
3. Recess as RTPA – Reconvene as Policy Advisory Committee

PUBLIC EXPRESSION

4. Participation is welcome in Council meetings. Comments will be limited to three minutes per person and not more than ten minutes per subject, so that everyone can be heard. "Public Expression" time is limited to matters under the Council's jurisdiction that may not have been considered by the Council previously and are not on the agenda. No action will be taken. Members of the public may comment also during specific agenda items when recognized by the Chair.

REGULAR CALENDAR

5. Report/Discussion: Fire Vulnerability Assessment & Emergency Evacuation Preparedness Plan
6. Technical Advisory Committee (TAC) Recommendation of November 20, 2019 and
Public Hearing: Approval of Resolution M2019-___ * Adopting the 2020 Regional
Transportation Improvement Program (RTIP)
7. Discussion/Direction: 2020 MCOG Board Calendar

CONSENT CALENDAR

The following items are considered for approval in accordance with Administrative Staff, Committee, and/or Directors' recommendations and will be enacted by a single motion. Items may be removed from the Consent Calendar for separate consideration, upon request by a Director or citizen.

8. Approval of November 4, 2019 Minutes
9. Approval of Resolution #M2019-__ * Adopting an Amended Conflict of Interest Code by Reference

RATIFY ACTION

10. Recess as Policy Advisory Committee – Reconvene as RTPA – Ratify Action of Policy Advisory Committee

REPORTS

11. Reports – Information
 - a. Mendocino Transit Authority
 - b. North Coast Railroad Authority
 - c. MCOG Staff - Summary of Meetings
 - d. MCOG Administration Staff
 1. SB1 Local Partnership Program (LPP) Guidelines Update
 2. Reminder: Form 700 Statements of Economic Interest due in 2020 – *verbal report*
 3. North State Super Region Meeting of November 5, 2019
 4. Miscellaneous
 - e. MCOG Planning Staff – *verbal report*
 1. Proposals Received for FY 2020/21 Transportation Planning Overall Work Program (OWP)
 2. Miscellaneous
 - f. MCOG Directors
 - g. California Association of Councils of Governments (CALCOG) Delegates

ADJOURNMENT

12. Adjourn

AMERICANS WITH DISABILITIES ACT (ADA) REQUESTS

To request disability-related modifications or accommodations for accessible locations or meeting materials in alternative formats (as allowed under Section 12132 of the ADA) please contact the MCOG office at (707) 463-1859, at least 72 hours before the meeting.

ADDITIONS TO AGENDA

The Brown Act, Section 54954.2, states that the Board may take action on off-agenda items when:

- a) a majority vote determines that an “emergency situation” exists as defined in Section 54956.5, **or**
- b) a two-thirds vote of the body, or a unanimous vote of those present, determines that there is a need to take immediate action and the need for action arose after the agenda was legally posted, **or**
- c) the item was continued from a prior, legally posted meeting not more than five calendar days before this meeting.

CLOSED SESSION

If agendized, MCOG may adjourn to a closed session to consider litigation or personnel matters (i.e. contractor agreements). Discussion of litigation or pending litigation may be held in closed session by authority of Govt. Code Section 54956.9; discussion of personnel matters by authority of Govt. Code Section 54957.

POSTED 11/25/2019

* Next Resolution Number: M2019-10



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda #5
Regular Calendar
MCOG Meeting
12/2/2019

STAFF REPORT

TITLE: Fire Vulnerability Assessment and Emergency Evacuation Preparedness Plan - Report

DATE PREPARED: 11/20/19

SUBMITTED BY: Loretta Ellard, Deputy Planner

MEETING DATE: 12/2/19

BACKGROUND:

As you are aware, MCOG was recently awarded State Adaptation Planning Grant funds to conduct a “Fire Vulnerability Assessment and Emergency Evacuation Preparedness Plan” for Mendocino County. The total budget for the project is \$280,000 (*\$247,884 grant + \$32,116 local match*), and it is programmed in MCOG’s FY 2019/20 Overall Work Program as Work Element 8.

This project is now getting underway, following completion of a competitive procurement process in which five proposals were received. A Consultant Selection Committee (with representatives from the County Sheriff, OES, CEO, Department of Transportation, Caltrans and MCOG) reviewed the proposals and unanimously recommended the firm of Category Five Professional Consultants, Inc. (CFPC). A contract has been awarded to CFPC in the amount of \$236,140.

The project description as listed in the Request for Proposals is as follows:

“In collaboration with local and tribal governments, emergency responders, transportation agencies and other key stakeholders, MCOG (*through a consultant/consultants*) will conduct a Fire Vulnerability Assessment and Emergency Evacuation Preparedness Plan in order to better prepare for wildfire emergencies that are likely to continue as a result of climate change. The effort will identify areas and populations in the region that are most vulnerable to fire, assess evacuation needs and plan for evacuation routes and assistance, identify necessary improvements to the transportation networks for emergency access, establish roles and responsibilities of responsible agencies, develop communication strategies, and engage and educate the public. This project has two components: a Fire Vulnerability Assessment and an Emergency Evacuation Preparedness Plan.”

Mr. Bob Neumann, CFPC Vice President, will be present at the meeting to provide a brief overview of the project and activities to date, and respond to any questions you may have. Attached is a (draft) general public survey. Any suggestions on effective ways to distribute the survey throughout the County will be appreciated.

ACTION REQUIRED: None, information only.

ALTERNATIVES: N/A

RECOMMENDATION: Receive informational report.

Attachment: General Public Survey – Fire Vulnerability and Evacuation

/le

Name/Title (optional) _____

General Public Survey-Fire Vulnerability and Evacuation

1. What areas of your community do you feel are most vulnerable to wildfire?

2. What challenges do you see in preventing your community from reducing its fire risk?

3. What challenges do you feel your community faces if an evacuation was necessary?

4. What personal concerns/special needs do you have for yourself or family members if an evacuation was necessary?

5. What is the best way to alert you of an evacuation notice?

6. Are you aware that the County has an emergency alert and notification system – MendoAlert?
Have you enrolled in the system?

7. When is the best time to hold public meetings to maximize involvement?

8. What is the best location in your particular community to hold public meetings that will maximize involvement in emergency evacuation planning?

9. **TAG Members:** Please provide recommendation for the best means of disseminating survey to general public (local websites, events..)



**MENDOCINO COUNCIL OF GOVERNMENTS
STAFF REPORT**

TITLE: Public Hearing & Adoption of the 2020
Regional Transportation Improvement Program

DATE PREPARED: 11/22/19
MEETING DATE: 12/02/19

SUBMITTED BY: James Sookne, Program Manager

BACKGROUND:

Each odd-numbered year we consider the programming of projects that are to be included in the State Transportation Improvement Program (STIP) that goes into effect July 1 of the following year. We do this by developing our Regional Transportation Improvement Program (RTIP) which programs our Regional Improvement Program (RIP) shares of funding as identified by the California Transportation Commission (CTC) in the Fund Estimate (FE). The FE for the 2020 STIP identified available programming through FY 2024/25 of \$3,134,000 for the Mendocino County region. That total includes Planning, Programming & Monitoring funds in the amount of \$235,000, leaving \$2,899,000 available for projects.

Applications for funding were due to MCOG on October 7. The Technical Advisory Committee (TAC) reviewed the project applications at their meeting on October 16. During that meeting, TAC members scored the applications using the scoring criteria previously approved by MCOG. The project scores were then used to rank projects and a funding recommendation was approved. The following summarizes the project rankings and funding recommendation:

Project	Rank	Requested Funding	Recommended Funding	Cumulative Total Recommended
County - N. State Intersection	1	\$232,000	\$232,000	\$232,000
Gualala Downtown Streetscape	2	\$3,950,000	\$900,000	\$1,132,000
Ukiah - Low Gap/Bush Roundabout	3	\$703,000	\$703,000	\$1,835,000
County – East Side Potter Valley Phase II	4	\$7,000,000	\$0	\$1,835,000

The funding recommendation utilizes \$1,835,000 of the \$2,899,000 of available RIP funds. The TAC also recommended committing RIP funds to fund the CON phase of the Downtown Gualala Streetscape project in a future STIP cycle or through an amendment. Based on the TAC's recommendation, a draft RTIP was prepared that includes all of the programming described above. The previous funding commitment for the construction of the North State Street Intersection & Interchange Improvements project has been carried forward in the document as well. New programming is as follows:

Project Name and Location	Requested RIP Amount
North State Street Intersection/Interchange Improvement	\$232,000 ROW Total \$232,000
Gualala Downtown Streetscape	\$390,000 ROW \$510,000 ROW SUP Total \$900,000
Roundabout at Low Gap and North Bush	\$703,000 CON Total \$703,000
Planning, Programming & Monitoring	\$235,000
Total Programming	\$2,070,000

At their meeting of November 20, the TAC reviewed the draft RTIP and recommended that the MCOG Board approve the RTIP as presented.

At this time, we ask that the Board consider the RTIP for adoption. A Resolution has been prepared which reflects the TAC recommendation for approval. Following adoption, the RTIP will be forwarded to Caltrans and the California Transportation Commission prior to the December 15, 2019, due date along with any additional project documentation.

ACTION REQUIRED:

1. Make finding that proper notice of meeting has been provided. Notice was published in the Ukiah Daily Journal 11/21/19.
2. Receive staff report.
3. Open public hearing.
4. Receive public comments.
5. Close public hearing.
6. Action by Resolution on the 2020 Regional Transportation Improvement Program.

ALTERNATIVES: Do not adopt the RTIP, or adopt the RTIP with modifications.

RECOMMENDATION: By resolution, adopt the 2020 Regional Transportation Improvement Program which programs \$2,070,000 for transportation projects in the Mendocino County region over the next five years, including programming of new components for the Gualala Downtown Streetscape project, the North State Street Intersection & Interchange Improvement project, and the Roundabout at Low Gap and North Bush project. Authorize staff to submit the adopted RTIP to Caltrans and the California Transportation Commission

DRAFT

Mendocino Council of Governments

2020 Regional Transportation Improvement Program

Proposed for Adoption on December 2, 2019



2020 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM

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A. Overview and Schedule

Section 1. Executive Summary

The Mendocino Council of Governments (MCOG) is the Regional Transportation Planning Agency (RTPA) for Mendocino County. MCOG is required by California State Law to prepare and adopt a Regional Transportation Improvement Program (RTIP) by December 15 of each odd numbered year. This RTIP has been developed in conformance with State law and the adopted 2017 Mendocino County Regional Transportation Plan.

On August 14, 2019, the California Transportation Commission adopted the 2020 State Transportation Improvement Program Fund Estimate. The fund estimate identified available STIP programming through FY 2024/25 of \$3,134,000 for the Mendocino County region. That total includes Planning, Programming & Monitoring funds in the amount of \$235,000.

Section 2. General Information

- **Mendocino Council of Governments**

- **Agency website links:**

Regional Agency Website: <http://www.mendocinocog.org>

RTIP document link: <http://www.mendocinocog.org/mendocino-county-regional-plans>

RTP link: <http://www.mendocinocog.org/mendocino-county-regional-plans>

- **Executive Director or Chief Executive Officer Contact Information**

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- **RTIP Staff Contact Information**

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- **California Transportation Commission (CTC) Staff Contact Information**

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Section 3. Background of Regional Transportation Improvement Program (RTIP)

A. What is the Regional Transportation Improvement Program?

The Regional Transportation Improvement Program (RTIP) is a program of highway, local road, transit and active transportation projects that a region plans to fund with State and Federal revenue programmed by the California Transportation Commission in the State Transportation Improvement Program (STIP). The RTIP is developed biennially by the regions and is due to the Commission by December 15 of every odd numbered year. The program of projects in the RTIP is a subset of projects in the Regional Transportation Plan (RTP), a federally mandated master transportation plan which guides a region's transportation investments over a 20 to 25 year period. The RTP is based on all reasonably anticipated funding, including federal, state and local sources. Updated every 4 to 5 years, the RTP is developed through an extensive public participation process in the region and reflects the unique mobility, sustainability, and air quality needs of each region.

B. Regional Agency's Historical and Current Approach to developing the RTIP

Since the passage of SB 45, MCOG has conducted a competitive and inclusive project selection process for utilizing funds available through the State Transportation Improvement Program. In several STIP cycles, the majority of funding has been programmed for our highest priority regional project, the US 101 Bypass of Willits. This project has been identified as the highest priority project in our Regional Transportation Plan for many years. In years when the top priority project did not need additional programming, other local projects were competitively selected using criteria approved by the MCOG Board. Local agencies and tribal governments have been involved in the process. The project recommendations are made by the Technical Advisory Committee then presented to the MCOG Board, typically in November. The final RTIP and project selection is then adopted by the MCOG Board at a public hearing in December.

Section 4. Completion of Prior RTIP Projects (Required per Section 68)

Project Name and Location	Description	Summary of Improvements/Benefits
Branscomb Road Bridge	Installation of a 150' long, prefabricated pedestrian/multi-use bridge along Branscomb Road, over Ten Mile Creek	Eliminated existing barriers for pedestrians along Branscomb Road, over Ten Mile Creek
Willits Bypass – Sherwood Road Geometric Upgrades	In the City of Willits, at the intersection of Sherwood Road and Main Street (formerly US 101). Construct geometric upgrades.	The project is currently under construction and will provide for safer, more efficient vehicular travel through this intersection.
Ukiah Downtown Streetscape Improvements Phase I	Provide streetscape improvements including sidewalk widening, curb ramps and bulb-outs, street lights, street furniture, and street planting.	CON funds were allocated in June 2019 and construction is expected to begin in 2020.

Section 5. RTIP Outreach and Participation

A. RTIP Development and Approval Schedule

Action	Date
CTC adopts Fund Estimate and Guidelines	August 14, 2019
Caltrans identifies State Highway Needs	September 15, 2019
Caltrans submits draft ITIP	October 1, 2019
Regional Agency adopts 2020 RTIP	December 2, 2019
CTC ITIP Hearing, North	October 8, 2019
CTC ITIP Hearing, South	October 15, 2019
Regions submit RTIP to CTC	December 15, 2019
Caltrans submits ITIP to CTC	December 15, 2019
CTC STIP Hearing, South	January 30, 2020
CTC STIP Hearing, North	February 6, 2020
CTC publishes staff recommendations	February 28, 2020
CTC Adopts 2020 STIP	March 25-26, 2020

B. Public Participation/Project Selection Process

RTIP projects are derived from the Regional Transportation Plan (RTP), which is developed through extensive public participation. The public participation process for the current RTP included public workshops held at locations throughout the County, public hearings, and surveys. Interagency and intergovernmental involvement included outreach to all cities and the county and consultation with Tribal governments at initial stages of plan development and throughout the process.

In addition to the public participation that goes into the RTP, the RTIP is then developed through a series of public meetings, including a public hearing which is noticed in regional newspapers.

C. Consultation with Caltrans District (Required per Section 17)

Caltrans District: 1

MCOG works with Caltrans in preparation of the RTIP through the Technical Advisory Committee and through participation on the Policy Advisory Committee. For regionally funded projects on the State system, MCOG receives information from project managers at Caltrans regarding needed programming, which is then proposed in the RTIP.

In preparation for this RTIP, MCOG has consulted with Caltrans to identify funding needs for the Downtown Gualala Refined Streetscape project—a locally-funded state highway project. Funding has been proposed for ROW for that project as a result of the consultation.

B. 2020 STIP Regional Funding Request

Section 6. 2020 STIP Regional Share and Request for Programming

A. 2020 Regional Fund Share Per 2020 STIP Fund Estimate

\$3,124,000

B. Summary of Requested Programming

Project Name and Location	Project Description	Requested RIP Amount
North State Street Intersection/Interchange Improvement	Along North State Street, from Ford Road/Empire Drive to the northbound on/off-ramps of U.S. 101. Install medians, landscape and aesthetic features, and a roundabout at the KUKI Lane intersection.	\$232,000 ROW Total \$232,000
Gualala Downtown Streetscape	Construct new pedestrian walkways and Class II bike lanes on SR 1 through downtown Gualala. The 64' wide streetscape will have two 12' travel lanes, two 5' bike lanes, two 1' buffers between the bike lanes, two 8' parking lanes, and two 6' sidewalks.	\$390,000 ROW \$510,000 ROW SUP Total \$900,000
Roundabout at Low Gap & North Bush	Construction of a new roundabout to replace an all way STOP controlled intersection.	\$703,000 CON Total \$703,000
Planning, Programming & Monitoring		\$235,000

Section 7. Overview of Other Funding Included With Delivery of Regional Improvement Program (RIP) Projects

Proposed 2020 RTIP	Total RTIP	Other Funding				Total Project Cost
		ITIP	RSTP/ CMAQ	Local	Other	
North State Intersection Improvements	700			160	122	982
Ukiah Downtown Phase II	1,369			152		1,521
Fort Bragg S. Main St. Bicycle & Pedestrian	1,485			100		1,585
North Bush & Low Gap Road Roundabout	818			78		896
Totals	4,372			490	122	4,984

Section 8. Interregional Transportation Improvement Program (ITIP) Funding

The purpose of the Interregional Transportation Improvement Program (ITIP) is to improve interregional mobility for people and goods in the State of California. As an interregional program, the ITIP is focused on increasing the throughput for highway and rail corridors of strategic importance outside the urbanized areas of the state. A sound transportation network between and connecting urbanized areas ports and borders is vital to the state's economic vitality. The ITIP is prepared in accordance with Government Code Section 14526, Streets and Highways Code Section 164 and the STIP Guidelines. The ITIP is a five-year program managed by Caltrans and funded with 25% of new STIP revenues in each cycle. Developed in cooperation with regional transportation planning agencies to ensure an integrated transportation program, the ITIP promotes the goal of improving interregional mobility and connectivity across California.

Section 9. Projects Planned Within Multi-Modal Corridor (per Sections 11 and 20e)

The primary corridors in the region are the US 101 Corridor, the SR 20 Corridor, and the SR 1 Corridor. Two projects are proposed for programming along the SR 1 Corridor, within the City of Fort Bragg and the community of Gualala. The City of Fort Bragg implemented a project that will provide enhanced bicycle and pedestrian facilities. In Gualala, a streetscape project is planned which will provide enhanced walking and biking facilities along SR 1 through the downtown area. There are no projects currently programmed in the RTIP on US 101 or SR 20. However, the North State Street Intersection Improvement project will provide intersection improvements that will enhance the operations of the US 101 on and off ramps in the north Ukiah area.

C. Relationship of RTIP to RTP/SCS/APS and Benefits of RTIP

Section 10. Regional Level Performance Evaluation (per Section 19A of the guidelines)

The Mendocino County region does not have a Sustainable Communities Strategy or Alternative Planning Scenario. The region is not currently monitoring the performance measures listed in the RTIP template other than Pavement Condition Index on local streets and roads. However, as there are no large-scale local road rehabilitation projects included in the STIP programming for the region, this measurement is not relevant to evaluation of this RTIP. As an alternative to the suggested measures, MCOG has prepared the following evaluation of the effectiveness of RTIP projects in achieving the goals and objectives of the RTP.

Below are relevant goals, objectives and policies excerpted from the 2017 Mendocino County Regional Transportation Plan, adopted by MCOG February 5, 2018. Following these goals and policies is a table which summarizes the projects from the 2020 RTIP, some of which have been carried over from previous STIP cycles. Specific goals, objectives and performance measures are then listed which support each project.

Climate Change & the Environment Objectives & Policies (CCE)

- Policy 2.2: Prioritize transportation projects which lead to reduced greenhouse gas emissions.
- Policy 2.4: Continue to consider bicycle transportation, pedestrian, and transit projects for funding in the State Transportation Improvement Program (STIP).

Complete Streets Objectives & Policies (CS)

- Objective 1: Incorporate bicycle, pedestrian and transit improvements when planning roadway improvements, unless the roadway is exempt by law, or the project receives a specific waiver authorized through a local, public process, or for basic maintenance and rehabilitation activities.
- Policy 1.1: Coordinate funding programs to provide multiple components of an infrastructure project when appropriate.
- Policy 1.2: Seek funding sources for multiple modes of transportation
- Objective 2: Provide new bicycle, pedestrian and transit facilities on existing streets and roads where none exist.

Goods Movement Objectives & Policies (GM)

- Objective 1: Develop State Highway routes capable of efficiently moving goods and agricultural products to, from, and through the Region.
- Policy 1.1: Prioritize State Highway and local road projects that improve connectivity and overall mobility, and increase efficiency with which freight can travel throughout the region.

State Highways Objectives & Policies (SH)

- Objective 1: Provide timely improvements to the Principal Arterial (major highway) system consistent with statewide needs and regional priorities.
- Objective 4: Provide for efficient, free-flowing travel on all State Highways in Mendocino County.
- Objective 5: Balance the needs for transportation improvements with quality of life for residents of and visitors to the region.
- Policy 5.1: Consider context sensitive solutions when planning and designing highway improvements, particularly in communities where a State highway serves as “Main Street.”
- Policy 5.2: Consider “complete streets” strategies when planning major corridor improvements that include the needs of bicyclists, pedestrians, and transit users.
- Policy 5.3: Pursue multiple funding sources (STIP, ATP, etc.) on corridor projects to fund multiple modal aspects of the project.

Local Streets and Roads Objectives & Policies (LS)

- Objective 1: Identify and prioritize capital improvements to the regional road system
- Policy 1.2: Seek funding for needed improvements, including consideration of RIP funding and other state and federal grant sources
- Policy 1.3: Prioritize improvements to principal local roadways, particularly those providing primary access to communities, those that connect to the State Highway system, or those that relieve the impact on the State Highway system.
- Objective 2: Balance the need for safety and operational improvements with the need for maintenance of the existing system.
- Objective 3: Provide for alternative forms of transportation on local street and road networks.
- Policy 3.1: Consider “complete streets” strategies when planning and implementing local street and road improvements, including the addition/improvement of bicycle and pedestrian facilities and transit stops.

Active Transportation Objectives & Policies (AT)

- Objective 2: Provide a non-motorized transportation network that offers a feasible alternative to vehicular travel.
- Policy 2.1: Prioritize improvements providing access to schools, employment and other critical services.
- Policy 2.2: Prioritize projects that link to an existing facility or provide connectivity.

- Objective 3: Encourage healthier lifestyles through increased walking and biking.
- Objective 4: Improve property value and strengthen local economies through more accessible commercial and residential areas.
- Policy 4.1: Encourage the addition of pedestrian and bicycle improvements in local business areas and existing residential areas.

Financial Objectives & Policies (F)

- Objective 1: Maximize the effectiveness of transportation funding resources.
- Policy 1.3: Direct Regional Improvement Program (RIP) funding in the State Transportation Improvement Program (STIP) to capital projects: (1) on state Highways (2) on major local highways that connect to State Highways (3) on major local highways that facilitate through traffic or otherwise relieve State Highways, or (4) on major local highways that serve communities not served by the State Highway system.

**Summary and Evaluation of Projects from the Mendocino County
2020 Regional Transportation Improvement Program**

Implementing Agency	Project	PPNO	Goals, Policies, Objectives & Performance Measures	Evaluation/Discussion
Mendocino County	North State Street Intersection & Interchange Improvements	4590	CCE Policy 2.2; LS Policy 1.3; F Objective 1, Policy 1.3	Construction of a roundabout will reduce vehicle idling at the intersection. The project will improve operation at the US 101 off ramp that feeds into it. The STIP funded project will complete improvements to the location that will be partially funded through other sources.
City of Ukiah	Ukiah Downtown Streetscape, Ph 2	4591	LS Objective 1, Policy 3.1; AT Objectives 2, 3 & 4, Policy 4.1; F Objective 1	Will encourage walking and biking in downtown commercial area along major arterial, increasing access to business, and beautifying downtown. In addition to implementing several objectives of the RTP, this project implements the Ukiah Downtown Streetscape improvement Plan, approved by the City of Ukiah in 2009. It is also consistent with the Ukiah Bicycle and Pedestrian Master Plan. This will add to downtown streetscape improvements funded through other sources.
City of Fort Bragg	S. Main St Bicycle & Pedestrian Access Project – Fort Bragg	4593	SH Policy 5.2; AT Objective 2, Policy 2.1, 2.2, Objective 3, Policy 4.1	This project will continue pedestrian improvements along a state highway, linking to existing facilities. The project will improve access to a major shopping area, school facility, and tourist attractions. Pedestrian safety will be improved.
Caltrans	Gualala Downtown Streetscape	4579	CS Objective 1; SH Objective 4, Policy 5.1, 5.2; AT Objective 2, 4, Policy 4.1	The project will provide pedestrian and bicycle facilities along the State highway, improving nonmotorized safety and accessibility in the busy downtown area. The turn lane will improve traffic flow on the highway.
City of Ukiah	North Bush & Low Gap Road Roundabout	4562	CCE Policy 2.2; LS Objective 1, Policies 1.2, 1.3	Providing a roundabout at this location will reduce idling, thereby reducing emissions. This is an intersection of two arterials serving major activity centers.

Key: CCE = Climate Change & the Environment
 CS = Complete Streets
 GM = Goods Movement
 SH = State Highway System

LS = Local Streets & Roads
 AT = Active Transportation
 F = Financial

Section 11. Regional and Statewide Benefits of RTIP

The existing and proposed projects provide significant regional and statewide benefit. Additionally, two regionally funded projects on the state highway system—the Route 1 Bike and Pedestrian Improvement project and Gualala Downtown Streetscape project—will provide context sensitive solutions in communities where the State highway serves as Main Street.

Projects on the local street and road systems will provide both safety and circulation benefits throughout the region. Complete streets and active transportation benefits will be provided through the bicycle and pedestrian projects. Two roundabout projects are being planned which will provide significant improvement to traffic flow and reduction of congestion in some of the most urban areas of the region.

The array of projects programmed in the RTIP serves a wide range of modes and provide a clear benefit to both the region and the state.

D. Performance and Effectiveness of RTIP

Section 12. Evaluation of Cost Effectiveness of RTIP (Required per Section 19)

The region is not currently collecting quantitative data related to the cost effectiveness indicators listed in the RTIP template other than Pavement Condition Index on local streets and roads. We have, therefore, developed the following qualitative evaluation of the RTIP using the Rural Specific Cost Effectiveness Indicators.

Congestion Reduction: Two of the five projects included in this RTIP are intersection improvements that will either signalize or provide a roundabout at congested intersections. These intersections are all at high volume locations which experience severe congestion at peak times. These improvements will significantly reduce vehicle idling and congestion at peak times without adding increased capacity. Three of the projects will result in reduced congestion by providing enhanced bicycle and pedestrian access through busy areas, encouraging greater use of these alternative forms of transportation and less vehicular travel in congested areas.

Infrastructure Condition: Phase II of the City of Ukiah's Downtown Streetscape Project will also include rehabilitation of a major roadway, although that component of the project is funded through a different source. The condition of aging sidewalks will also be improved in this project. The Gualala Downtown Streetscape project will add new sidewalks, resulting in improved quality to State Route 1, which serves as Main Street through Gualala.

Safety: The two roundabout projects in the RTIP will result in fewer vehicle conflicts. Safety will also be significantly improved for pedestrians in several of the projects that provide new or wider sidewalks and bulb-outs to reduce crossing distance, as well as separate lanes for bicycles.

Environmental Sustainability: Nearly all of the projects in the RTIP will enhance environmental sustainability in the region's transportation system. New or enhanced pedestrian facilities will increase mode share for walking and biking. Improved intersections will decrease idling, and thereby, decrease greenhouse gas emissions.

Section 13. Project Specific Evaluation (Required per Section 19D)

MCOG is not proposing any new projects that require project specific evaluations.

E. Detailed Project Information

Section 14. Overview of Projects Programmed with RIP Funding

For project locations, see maps in the Section 18 Appendix.

AGENCY	PROJECT	Component	Prior	20/21	21/22	22/23	23/24	24/25
County	North State St Intersection	E&P		132				
		PS&E			336			
		ROW				232		
Ukiah	Roundabout at Low Gap/N Bush	E&P			5			
		PS&E			85			
		ROW				25		
		CON					703	
	Ukiah Downtown Streetscape, Ph II	CON				1369		
Ft Bragg	Route 1 Bike & Ped Improvements	E&P	45					
		PS&E		110				
		CON			1330			
Caltrans	Gualala Downtown Streetscape	E&P	340					
		PS&E	575					
		ROW		900				
MCOG	PPM			106	106	106	107	108

In addition to projects currently programmed, MCOG previously reserved additional RIP funding for the CON phase of the County of Mendocino’s North State Street Intersection & Interchange Improvement project, which currently has only E&P, PS&E, and ROW programmed. This reserve will be carried over in this RTIP for programming in future STIP cycles when capacity allows. An additional commitment has been made to fund the CON phase of the Downtown Gualala Streetscape project in a future STIP cycle or through an amendment. The reserves are as follows:

RTIP Future Funding Commitments

North State Street Intersection & Interchange Improvements –CON \$1,602,000

Gualala Downtown Streetscape – CON* up to \$3,050,000

* - The amount of funding for this component will depend on the outcome of a Cycle 5 Active Transportation Grant. The amount of RIP funds needed could be as low as \$1,550,000 but may be as much as \$3,050,000.

F. Appendices

Section 15. Projects Programming Request Forms (Provide Cover Sheet)

Section 16. Board Resolution or Documentation of 2020 RTIP Approval (Provide Cover Sheet)

Section 17. Documentation on Coordination with Caltrans District (Optional)

Section 18. Detailed Project Programming Summary Table (Optional)

Section 19. Alternative Delivery Methods (Optional)

Section 20. Additional Appendices (Optional)

SECTION 15
Project Programming
Request Forms

SECTION 16
Board Resolution

MENDOCINO COUNCIL OF GOVERNMENTS

BOARD of DIRECTORS

RESOLUTION No. M2019-10

ADOPTING THE 2020 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM

WHEREAS,

- The Mendocino Council of Governments (MCOG) is the designated Regional Transportation Planning Agency (RTPA) for Mendocino County;
- In August of 2019, the California Transportation Commission adopted a 2020 State Transportation Improvement Program (STIP) Fund Estimate which provides Regional Improvement Program (RIP) funds to regional transportation planning agencies; and
- MCOG, as the RTPA, is required by State law to prepare, adopt, and submit to Caltrans and the California Transportation Commission by December 15, 2019, a Regional Transportation Improvement Program (RTIP) which programs these funds; and
- The 2020 STIP Fund Estimate identified a new programming target for the Mendocino County region of \$3,134,000 which includes \$235,000 in Planning, Programming, & Monitoring (PPM) funding, with a maximum programming limit of \$7,322,000; and
- MCOG accepted applications for projects to utilize the RIP funding which were competitively scored by the Technical Advisory Committee (TAC) at their meeting on October 16 using criteria adopted by MCOG;
- The TAC made recommendations for projects to be included in the 2020 Regional Transportation Improvement Program at their meeting on October 16, 2019; and
- The 2020 Regional Transportation Improvement Program has been prepared with the following new programming:

Project Name and Location	Amount
North State Street Intersection/Interchange Improvement	\$232,000 ROW Total \$232,000
Gualala Downtown Streetscape	\$390,000 ROW \$510,000 ROW SUP Total \$900,000
Roundabout at Low Gap and North Bush	\$703,000 CON Total \$703,000
Planning, Programming & Monitoring	\$235,000
Total Programming	\$2,070,000

- The 2020 RTIP also includes future funding commitments for later components of the County of Mendocino’s North State Street Intersection & Interchange Improvement project (carried forward from a previous RTIP) and Caltrans’ Gualala Downtown Streetscape project, as follows:

North State Street Intersection & Interchange Improvements – CON	\$1,602,000
Gualala Downtown Streetscape – CON	up to \$3,050,000

- The Technical Advisory Committee recommended approval of the RTIP with the programming identified above at their meeting on November 20, 2019; now therefore, be it

RESOLVED, THAT:

The Mendocino Council of Governments finds that the 2020 Regional Transportation Improvement Program (RTIP) is consistent with Mendocino County’s adopted Regional Transportation Plan; and

To the best of MCOG’s knowledge, at this time, the projects identified for funding in the proposed 2020 Regional Transportation Improvement Program are not anticipated to be impacted by the implementation of the Safer Affordable Fuel Efficient Vehicles Rule Part One – One National Program which became effective on November 26, 2019; and

The Mendocino Council of Governments hereby adopts the 2020 Regional Transportation Improvement Program (RTIP) to include programming a total of \$2,070,000 in RIP funding and directs staff to forward this resolution and the appropriate documentation to Caltrans and the California Transportation Commission.

ADOPTION OF THIS RESOLUTION was moved by Director _____, seconded by Director _____, and approved on this 2nd day of December, 2019, by the following roll call vote:

AYES:

NOES:

ABSTAINING:

ABSENT:

WHEREUPON, the Chairman declared the resolution adopted, AND SO ORDERED.

ATTEST: Nephele Barrett, Executive Director

Dan Gjerde, Chair

SECTION 18
Detailed Project
Programming Summary
Table

**Mendocino County 2020 RTIP
Existing Proposed STIP Programming**

Proposed Programming of STIP Projects (\$ in 1,000s)

AGENCY	PROJECT	PPNO	Component	Prior	20/21	21/22	22/23	23/24	24/25
County	North State St Intersection	4590	E&P		132				
		4590	PS&E			336			
		4590	ROW				232		
Ukiah	Roundabout at Low Gap/N Bush	4562	E&P			5			
		4562	PS&E			85			
		4562	ROW				25		
		4562	CON					703	
	Ukiah Downtown Streetscape, Ph II	4591	CON				1369		
Ft Bragg	Route 1 Bike & Ped Improvements	4593	E&P	45					
		4593	PS&E		110				
		4593	CON			1330			
Caltrans	Gualala Downtown Streetscape	4579	E&P	340					
		4579	PS&E	575					
		4579	ROW		900				
MCOG	PPM	4002P			106	106	106	107	108
Total				960	1248	1862	1732	810	108

Note: Shading indicates programmed year prior to 2020 STIP

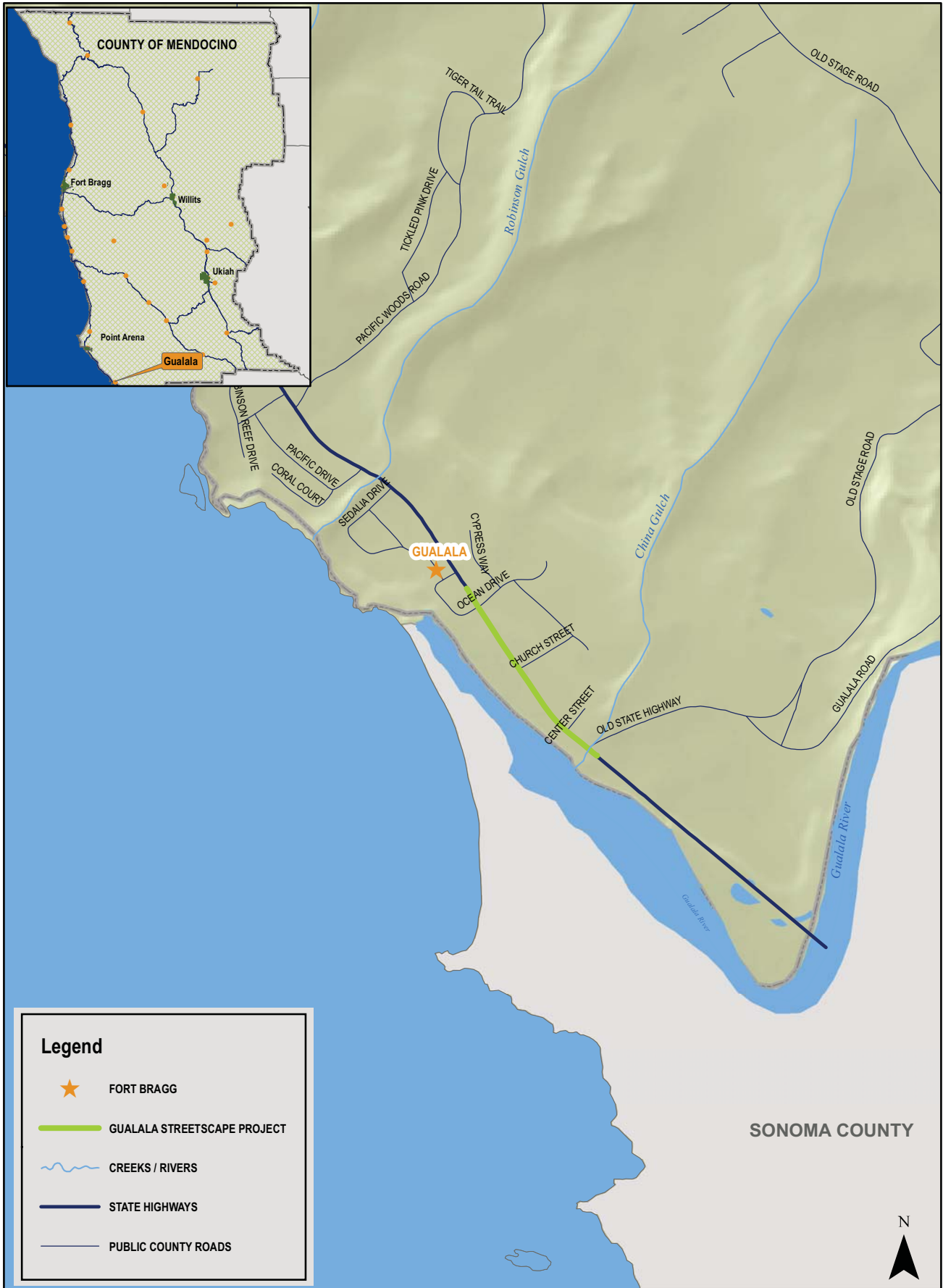
**Mendocino County 2020 RTIP
Existing Proposed STIP Programming**

Current Programming of STIP Projects (\$ in 1,000s)

AGENCY	PROJECT	PPNO	Component	Prior	20/21	21/22	22/23	23/24	24/25
County	North State St Intersection	4590	E&P		132				
		4590	PS&E			336			
		4590	ROW						
Ukiah	Roundabout at Low Gap/N Bush	4562	E&P		5				
		4562	PS&E			85			
		4562	ROW			25			
		4562	CON						
	Ukiah Downtown Streetscape, Ph II	4591	CON		1369				
Ft Bragg	Route 1 Bike & Ped Improvements	4593	E&P	45					
		4593	PS&E		110				
		4593	CON			1330			
Caltrans	Gualala Downtown Streetscape	4579	E&P	340					
		4579	PS&E	575					
		4579	ROW						
MCOG	PPM	4002P		90	99	99	100		
Total				1050	1715	1875	100	0	0

SECTION 20
Additional Appendices
STIP PROJECT LOCATION MAPS






Regional Transportation Improvement Program (RTIP) PROJECT LOCATION MAP



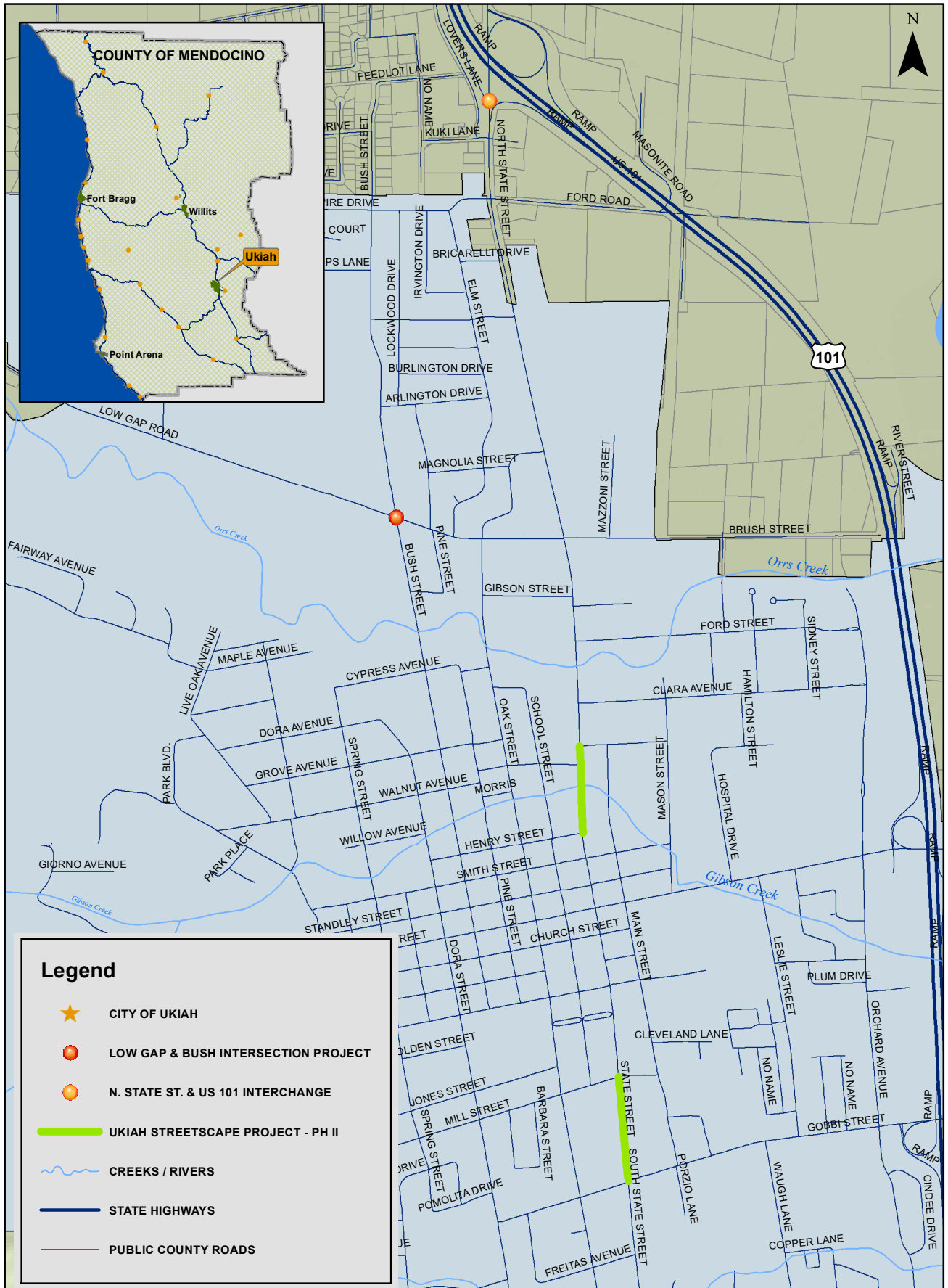
Regional Transportation Improvement Program (RTIP) PROJECT LOCATION MAP










Legend

-  FORT BRAGG
-  FT. BRAGG RT. 1 BIKE & PED. PROJECT
-  CREEKS / RIVERS
-  STATE HIGHWAYS
-  PUBLIC COUNTY ROADS

Regional Transportation Improvement Program (RTIP) PROJECT LOCATION MAP



Legend

-  CITY OF UKIAH
-  LOW GAP & BUSH INTERSECTION PROJECT
-  N. STATE ST. & US 101 INTERCHANGE
-  UKIAH STREETSCAPE PROJECT - PH II
-  CREEKS / RIVERS
-  STATE HIGHWAYS
-  PUBLIC COUNTY ROADS

2020 MCOG BOARD MEETING CALENDAR

1st Monday at 1:30 pm, 9-10 months per year, at County Administration Center,
Board of Supervisors Chambers, Room 1070, 501 Low Gap Road, Ukiah
Subject to Venue Availability and Unless Otherwise Noticed

As of 11/13/2019- subject to change

Date	Planned Highlights and Recurring Actions	Notes
January	No meeting this month	
February 3	Election of Officers and Committee Appointments <u>Social Services Transportation Advisory Council (SSTAC) Recommendations:</u> FY 2020/21 Unmet Transit Needs - Public Hearing	
March 2	<u>Staff and Executive Committee Recommendations:</u> Draft 2020/21 Budget – No Action	
April 6	<u>On Location Tour/Mobile Workshop:</u> <ul style="list-style-type: none"> ▪ Transportation Tour of Plans & Projects – <i>To Be Determined</i> ▪ Informal Lunch and Presentations/Discussion 	All-day field trip and community meeting
May 4	Fiscal Year 2020/21 Budget Workshop Including: <u>Staff and TAC Recommendations:</u> Planning Overall Work Program <u>Transit Productivity Committee (TPC) and SSTAC Recommendations:</u> Unmet Transit Needs Reasonable-to-Meet Finding Funding of MTA's Annual Transit Claim	
June 1	<u>Combined Recommendations of Staff & Committees:</u> Adoption of 2020/21 Regional Transportation Planning Agency Budget <u>TAC Recommendations:</u> Adoption of 2020/21 Planning Overall Work Program	
July	No meeting this month	
August 17	Regular Business	Change to third Monday
September	No meeting this month	
October 5	<u>On Location Tour/Mobile Workshop:</u> <ul style="list-style-type: none"> ▪ Transportation Tour of Plans & Projects – <i>To Be Determined</i> Informal Lunch and Presentations/Discussion	All-day field trip and community meeting
November 2	Regular Business	
December 7	<u>Social Services Transportation Advisory Council (SSTAC) Recommendations:</u> 2020/21 Unmet Transit Needs - Public Hearing	

Related Meetings of Interest / Educational Options

February 11	21st Annual CTF Transportation Forum, Sacramento http://www.transportationfoundation.org/	CA's leading charitable transportation organization
April 5-7	CALCOG Delegates: 2020 Annual Regional Leadership Forum, Riverside http://www.calcog.org/	Assn. of regional agencies; networking & current issues
November 15-17	Self Help Counties Coalition: 31st Annual Focus on the Future Conference, Newport Beach http://www.selfhelpcounties.org/focus/	24 local agencies with transportation sales taxes

MENDOCINO COUNCIL OF GOVERNMENTS

MINUTES

Monday, November 4, 2019

County Administration Center, Board of Supervisors Chambers

ADDITIONAL AUDIOCONFERENCE LOCATION:

Caltrans District 1, 1656 Union St., Eureka

ADDITIONAL MEDIA:

*Find YouTube link at <http://www.mendocinocog.org> under Meetings
or search Mendocino County Video at www.youtube.com*

The Mendocino Council of Governments (MCOG) meets as the Board of Directors of:
Mendocino Regional Transportation Planning Agency (RTPA) and
Mendocino County Service Authority for Freeway Emergencies (SAFE)

1. Call to Order / Roll Call. The meeting was called to order at 1:32 p.m. with Rex Jackman (Caltrans/PAC), Jim Brown, Richey Wasserman, Larry Stranske, John Haschak, Mike Carter and Dan Gjerde present; Chair Gjerde presiding. Director Tess Albin-Smith arrived subsequently.

Staff present: Nephela Barrett, Executive Director; Janet Orth, Deputy Director/CFO; Loretta Ellard, Deputy Planner; Monica Galliani, Administrative Assistant; Danielle Casey, Project Coordinator, and James Sookne, Program Manager.

2. Convene as RTPA

3. Recess as RTPA - Reconvene as Policy Advisory Committee.

4. Public Expression. None

5 - 6. Regular Calendar.

5. Technical Advisory Committee (TAC) Recommendation of October 16, 2019: Award of Local Transportation Fund (LTF) Two Percent Bicycle & Pedestrian Program Grants. Ms. Ellard reported that MCOG has two years worth of the funds to give out to local applicants. MCOG received an application from the County Department of Transportation for radar speed signs at Laytonville High School as well as an application from the City of Ukiah for the Dora Street ADA (Americans with Disabilities Act) Improvement project. The Technical Advisory Committee recommended awarding \$30,000 to the County DOT's project and award the remaining \$103,953 to the City of Ukiah's project. Ms. Barrett clarified that the proposed radar speed signs will be able to be reprogrammed for optimal use after installation.

Upon motion by Haschak, second by Carter, and carried unanimously on roll call vote (7 Ayes –Brown, Stranske, Wasserman, Haschak, Jackman/PAC, Carter, and Gjerde; 0 Noes; 0 Abstaining; 1 Absent - Albin-Smith) IT IS ORDERED that \$30,000 is awarded to Mendocino County Department of Transportation for Radar Speed Signs at Laytonville High School and \$103,953 is awarded to City of Ukiah for the Dora Street ADA Improvement project.

6. Discussion/Direction: Draft 2020 Regional Transportation Improvement Program (RTIP)

Ms. Barrett gave a brief background of the RTIP and reminded the board that the item is solely meant for discussion today. Mr. Sookne reported that MCOG received four funding applications: for

the roundabout project at Low Gap and Bush Streets in Ukiah, for the North State Street Intersection improvements at Highway 101 and Kuki Lane in Ukiah, for Phase Two of the East Side Potter Valley Road reconstruction project, and for the Downtown Gualala Streetscape. The Technical Advisory Committee (TAC) ranked and scored the applications, as shown in the staff report. The TAC recommended funding (in order of ranking) the North State Street, Gualala Streetscape and Low Gap/Bush Street projects.

Director Albin-Smith arrived at 1:38 p.m..

Staff answered questions from the Board, including:

- When does a final decision regarding the Low Gap roundabout need to be made? (*Brown*) – Ms. Barrett explained that if an agency decided not to move forward with a project, it is best to do that before the fiscal year in which a project is programmed. That allows MCOG the ability to reprogram the funds for another project. Once in the fiscal year, if not allocated, the funds will lapse and return to the region in a future STIP cycle. If funds are already allocated when an agency drops a project, the funds are lost to the region permanently. MCOG staff can assist the city with developing a schedule that allows time for the decision making process.
- Is the current plan for the Gualala Streetscape Project to program \$900,000 in anticipation that MCOG will receive funds from the Cycle 5 Active Transportation Program grant? (*Gjerde*) – Yes. The STIP could supplement funds for what the ATP grant does not cover. If an ATP grant is not received, the STIP funds could be programmed for construction through a STIP amendment or in the next STIP cycle.

No action was taken.

7. Consent Calendar. Upon motion by Wasserman, second by Stranske, and carried unanimously on roll call vote (*8 Ayes –Brown, Albin-Smith, Stranske, Wasserman, Haschak, Jackman/PAC, Carter, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent*) IT IS ORDERED that consent items are approved:

7. Approval of October 7, 2019 Minutes – as written

8. Recess as Policy Advisory Committee - Reconvene as RTPA - Ratify Action of Policy Advisory Committee. Upon motion by Carter, second by Albin-Smith, and carried unanimously on roll call vote (*7 Ayes –Brown, Albin-Smith, Stranske, Wasserman, Haschak, Carter, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent*) IT IS ORDERED that the actions taken by the Policy Advisory Committee are ratified by the MCOG Board of Directors.

9. Reports - Information

- a. Mendocino Transit Authority. None.
- b. North Coast Railroad Authority. None.
- c. MCOG Staff - Summary of Meetings. Ms. Barrett added to her written report that MCOG held consultant kick-off meetings for two upcoming grants, which Ms. Ellard will give an update on at a later date. Ms. Barrett also attended the Hopland Municipal Advisory Council, which has interest in developing a segment of the Great Redwood Trail through Hopland.

- d. MCOG Administration Staff. A handout providing an update on legislation discussed in previous meetings was distributed. Staff described the various bills listed in the report, including SB 277, SB 127, and SB 137 concerning the Highway Safety Improvement Program and the Highway Bridge Program.

Ms. Orth added that she will attend the North State Super Region meeting tomorrow in Crescent City and the California Transportation Commission Town Hall there the next day.

Ms. Orth reported that staff has postponed the annual Unmet Transit Needs public hearing to the February agenda.

- e. MCOG Planning Staff. Ms. Ellard gave updates on the Overall Work Program and the Fire Vulnerability Assessment & Emergency Evacuation Preparedness Plan. The evaluation panel has chosen Category Five Professional Consultants, Inc. of San Luis Obispo to manage the project. MCOG encourages a high level of involvement in this large project. Director Gjerde requested that the consultants directly contact himself and Director Haschak, as the Board of Supervisors' ad hoc committee on the matter.
- f. MCOG Directors. None
- g. California Association of Councils of Governments (CALCOG) Delegates. None

15. Adjournment. The meeting was adjourned at 2:03 p.m.

Submitted: NEPHELE BARRETT, EXECUTIVE DIRECTOR

By Monica Galliani, Administrative Assistant



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

TITLE: Resolution Adopting an Amended Conflict of Interest Code by Reference

SUBMITTED BY: Janet Orth, Deputy Director / CFO

DATE: 11.22.2019

BACKGROUND:

MCOG, as a public agency, must comply with regulations of the Fair Political Practices Commission (FPPC) relative to disclosure of financial interests under the Political Reform Act of 1974. Periodically we are to report any necessary amendments to our adopted Conflict of Interest Code.

Amendments have been adopted by MCOG in 1999, 2006 and 2016 (all under my watch), and perhaps earlier. Each time I research this issue I learn more, especially with new guidance available on the FPPC website. There are now some needed clean-ups, clarifications and updates to bring our procedures into full compliance.

I propose the following amendments:

- Appendix A lists “Designated Positions and Disclosure Categories.” To date we have listed all those who must file Form 700 Statement of Economic Interests, when in fact this should only list positions designated by MCOG. A legal distinction is made between “87200 Filers” who must file (elected officials and certain city and county management positions) and any other agency positions “that make or participate in making governmental decisions,” referred to as “Code Filers.” I propose deleting Board members, alternates and County Counsel from Appendix A. Remaining positions are the contracted Executive Director and Transportation Planner. – *refer to draft with text strike-out*

It should be noted that “87200 Filers” must disclose ALL economic interests, while “Code Filers” need only report Disclosure Categories listed in Appendix A.
- Under #3 of the resolution body, distinguish between Place of Filing for Designated Positions, a.k.a. “Code Filers” and for required “87200 Filers.” These are to be filed with MCOG and County or City Clerks respectively. Note that Form 700 statements of “87200 Filers” are to be forwarded to FPPC; those of “Code Filers” are not.

Be advised that MCOG does not have “Filing Officer” or filing agency status with the FPPC. Our staff duties are limited to collecting and retaining Form 700 statements of “Code Filers” and providing public access.

We do request that MCOG board members and alternates provide a courtesy copy of their statements for our files, either in paper or electronic format, for monitoring purposes. (These are also available from the clerks.)

The California Code of Regulations Section 18730, referenced in the resolution, is available at the FPPC website, www.fppc.ca.gov, and is on file with our Conflict of Interest Code.

This amendment is to be approved by the County of Mendocino Board of Supervisors as the code reviewing body for Mendocino County.

ACTION REQUIRED:

Approve the attached resolution “Adopting an Amended Conflict of Interest Code by Reference” to comply with government codes.

ALTERNATIVES:

You may choose to pull this item from the Consent Calendar and discuss other potential amendments or a review of disclosure categories.

RECOMMENDATION:

Approve the attached resolution “Adopting an Amended Conflict of Interest Code by Reference” with Appendix A.

MENDOCINO COUNCIL OF GOVERNMENTS

BOARD of DIRECTORS

RESOLUTION No. M2019-___

ADOPTING AN AMENDED CONFLICT OF INTEREST CODE BY REFERENCE

WHEREAS,

- The Political Reform Act, Government Code Sections 81000, et seq., requires every state or local government agency to adopt and promulgate a Conflict of Interest Code;
- The Fair Political Practices Commission (FPPC) has adopted a regulation, 2 California Code of Regulations Section 18730, which contains the terms of a standard model Conflict of Interest Code, which can be incorporated by reference, and which will be amended from time to time to conform to amendments in the Political Reform Act after public notice and hearings conducted by the FPPC pursuant to the Administrative Procedure Act, Government Code Sections 11370, et seq.;
- Incorporation by reference of the aforementioned regulation and amendments to it will save this body time and money by minimizing the actions required of this body to keep the Code in conformity with the Political Reform Act; and
- Mendocino Council of Governments (MCOG) has determined that the attached Appendix A to this Resolution accurately sets forth those positions that should be designated and sets forth those categories of financial interests that should be made reportable; therefore, be it

RESOLVED THAT:

1. All previously adopted resolutions approving various separate Conflict of Interest Codes are hereby rescinded.
2. The terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the FPPC, along with the attached Appendix in which officials and employees are designated and disclosure categories are set forth, are hereby incorporated by reference and constitute MCOG's Conflict of Interest Code, including positions and disclosure categories as described in Appendix A.
3. Place of Filing: Persons holding designated positions shall file statements of economic interest with the MCOG office ~~or with the Mendocino County Clerk-Recorder, and upon receipt of statements, each agency staff shall make a copy for the other agency and retain a copy as needed; and the Clerk-Recorder's office shall forward either the original or a paper copy or an electronic copy of these statements to the FPPC as required.~~ All others required to file statements shall file originals directly with their respective Filing Officers at the County Clerk-Recorder or City Clerk's offices. A courtesy copy to MCOG may be requested, in either paper or electronic format.

4. MCOG staff shall make the statements *of Designated Positions* available for public inspection and reproduction (Government Code Section 81008).

ADOPTION OF THIS RESOLUTION was moved by Director _____, seconded by Director _____, and approved on this 2nd day of December, 2019, by the following roll call vote:

AYES:

NOES:

ABSTAINING:

ABSENT:

WHEREUPON, the Chairman declared the resolution adopted, AND SO ORDERED.

ATTEST: Nephele Barrett, Executive Director

Dan Gjerde, Chair

MCOG Conflict of Interest Code

Designated Positions and Disclosure Categories

Under provisions of this Code, designated employees shall file statements of economic interests. The following are designated employees because their positions involve the making or participating in the making of decisions which could affect private financial interests materially. The financial effect of a government decision is material if the decision will have a significant effect on a person's or business entity's real property or source of income in question. Any investments, interests in real property and sources of income held by the designated employee's spouse or dependent children must be reported as though held by the designated employee personally.

DESIGNATED POSITIONS - *all Disclosure Categories apply*

A. ~~All members and alternates of this Council of Governments' Board of Directors~~

B. ~~Legal Counsel to the Council of Governments~~

C. Consultants engaged by the Council of Governments as designated employees serving in a staff capacity, who shall disclose pursuant to the broadest disclosure category in the Code, to include the following:

1. The Executive Director, as contracted staff
2. The Transportation Planner, as contracted staff

This code shall NOT apply to those consultants with whom the Council contracts on a per-project basis with a limited scope of work and responsibility, as determined by the Executive Director, to include but not limited to the following:

1. Fiscal auditors
2. Performance auditors
3. Overall Work Program project consultants
4. Other specific project consultants and contractors.

Further, the Executive Director may determine in writing that a particular consultant, who could be considered for a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to comply with the disclosure requirements described in this Appendix. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

DISCLOSURE CATEGORIES - *reportable for all Designated Positions*

1. Investments or positions in any business entity that, within the last two years, has contracted, or in the foreseeable future might contract with the Council to provide services, supplies, materials, machinery or equipment to the Council. See Government Code Sections 82034, 87103, 87206.
2. Income from any source that, within the last 12 months, has contracted, or in the foreseeable future might contract with the Council to provide services, supplies, materials, machinery or equipment to the Council. See Government Code Sections 82030, 87103, 87207.
3. Interest in Real Property located in whole or in part either within the Council's jurisdiction, including any leasehold, beneficial or ownership interest, or option to acquire such interest in real property. See Government Code Sections 82033, 87103, 87206.



MENDOCINO COUNCIL OF GOVERNMENTS
STAFF REPORT

Agenda #11c
Reports
MCOG Meeting
12/2/2019

TITLE: Summary of Meetings

DATE PREPARED: 11/19/19

SUBMITTED BY: Monica Galliani, Administrative Assistant

BACKGROUND: Since our last regular MCOG meeting packet, MCOG Administration and Planning staff has attended (or will have attended) the following meetings on behalf of MCOG:

Date	Meeting/Event	Location	Staff
10/30/2019*	Active Transportation Program Symposium	Sacramento	Ellard
11/01/2019*	Adaptation/Fire Grant Meeting	Teleconference	Barrett, Ellard
11/05/2019	North State Super Region	Crescent City	Orth
11/06/2019	CTC Town Hall	Del Norte	Orth
11/06/2019	Climate Adaptation Roundtable	Berkeley	Ellard
11/06/2019	Ukiah City Council (Streetscape)	Ukiah	Barrett
11/07/2019	CTC RTIP Submittal Conference	Teleconference	Barrett
11/08/2019	SB 743 Webinar	Web Meeting	Ellard & Speka
11/12/2019 – 11/14/2019	Board Secretary/Clerk Conference	Seaside	Galliani, Parker, Roumiguere
11/12/2019	Active Transportation Program Kickoff Meeting	Web Meeting	Barrett, Casey, Davey-Bates
11/13/2019	Adaptation Fire Grant/Fire Chief's Meeting	Laytonville	Barrett & Ellard
11/13/2019	Orchard Extension Community Meeting	Ukiah	Barrett, Ellard, Casey
11/14/2019	Fire Grant Kick-off Meeting	Ukiah	Barrett & Ellard
11/14/2019	Blosser Lane Walking Audit	Willits	Barrett & Casey
11/15/2019	SB 743/Vehicle Miles Traveled Monthly Meeting	Teleconference	Barrett & Ellard
11/19/2019	Caltrans District 1 Tribal Trans. Summit	Ukiah	Barrett, Orth
11/19/2019	Local Partnership Program Workshop	Teleconference	Barrett, Davey- Bates
11/20/2019	Caltrans D1 SHOPP Meeting	Ukiah	Barrett
11/20/2019	MCOG Technical Advisory Committee	Ukiah	Barrett, Casey, Sookne, Ellard, Davey-Bates
11/22/2019	Rural Counties Task Force	Sacramento	Barrett
11/22/2019	Metropolitan Transportation Commission Legislative Workshop	San Francisco	Casey

*Note: These meetings were prior to the last MCOG meeting, but not listed in the previous summary of meetings.

I will provide information to Board members regarding the outcome of any of these meetings as requested.

ACTION REQUIRED: None.

ALTERNATIVES: None identified.

RECOMMENDATION: None. This is for information only.



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda #11d
Reports
MCOG Meeting
12/2/2019

STAFF REPORT

TITLE: Local Partnership Program Guidelines Update

DATE PREPARED: 11/21/19

MEETING DATE: 12/02/19

SUBMITTED BY: Nephele Barrett, Executive Director

BACKGROUND: The SB 1 Local Partnership Program (LPP) provides funding annually to “self-help” agencies that have approved transportation sales tax measures, including the cities of Fort Bragg, Willits and Point Arena. The program includes both a formula component and a competitive component. Current law does not establish a formula for distribution, but requires the California Transportation Commission (CTC), in cooperation with the Department of Transportation, transportation planning agencies and other local agencies, to develop guidelines for the allocation of those moneys. Development of guidelines for the next funding cycle started in October, and MCOG staff has been participating in that process.

At the October guidelines workshop, it became apparent that many urban self-help agencies were still pushing for a change in the distribution similar to that proposed in SB 277, which was approved by the legislature, but ultimately vetoed by Governor Newsom. Current guidelines established a funding distribution that allocates 50% of funds to the competitive program and 50% on a formula basis with a \$100,000 minimum threshold. All of our local self-help cities currently receive the \$100,000 minimum. Proponents of SB 277 would like to establish a distribution allocating 85% of funds by formula, with no mention of a minimum funding level, and 15% competitively.

The criteria for the competitive program was also reviewed at the October workshop. These criteria focus primarily on reduction of vehicle miles traveled and greenhouse gasses, making them a poor fit for our local measures which focus on preservation of the existing system. In response to a request from CTC staff for feedback, MCOG staff submitted the attached letter regarding both the distribution of funds and the criteria.

Earlier this week, a second workshop was held, at which CTC staff presented several options for distribution of funds under the LPP. The attached table displays the options. CTC staff said that they would not recommend Options 1 or 4 to the Commissioners. While there is still a likelihood that the competitive portion will increase, it also appears that there is strong support from CTC staff to increase the guaranteed minimum, which would benefit our self-help cities. Three of the four options include a doubling of the minimum from \$100,000 to \$200,000.

The CTC will make the ultimate decision on the distribution, most likely in early spring of 2020. Staff will continue to participate in guideline development and will report to the Board on the outcome.

ACTION REQUIRED: This item is for information only. No action is required.

ALTERNATIVES: None identified – information only.

RECOMMENDATION: This item is for information only. No action is required.

2020 Local Partnership Program Distribution Scenarios

Below are four program distribution scenarios. Development of these scenarios requires some assumption to be made regarding program implementation.

	Option #1	Option #2	Option #3	Option #4
Funding Distribution	50% Formulaic 50% Competitive	60% Formulaic 40% Competitive	65% Formulaic 35% Competitive	85% Formulaic 15% Competitive
Annual Funding (1-year cycle)	\$200 Million	\$200 Million	\$200 Million	\$200 Million
Less Incentive Funding ¹	(\$20 Million)	(\$20 Million)	(\$20 Million)	(\$20 Million)
Funding Available				
Formulaic	\$90 Million	\$110 Million	\$120 Million	\$150 Million ²
Competitive	\$90 Million	\$ 70 Million	\$ 60 Million	\$ 30 Million
Agencies Eligible for Competitive Funding	All agencies	All agencies	All agencies	Agencies with population less than 700,000
Minimum Formulaic Funding	\$200,000	\$200,000	\$200,000	\$100,000
Maximum Competitive Funding Request Amount	\$25 Million	\$25 Million	\$25 Million	\$2 Million

	Option #A	Option #B	Option #C
Basis for Formulaic Funding	100% population (similar to previous cycles)	50% population 50% revenue	100% revenue

¹ Set-aside per year. Unused funding will be redistributed in the Formulaic Program next fiscal year

² \$20 Million Incentive Funding deducted from Formulaic funds.



MENDOCINO COUNCIL OF GOVERNMENTS

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November 5, 2019

Christine Gordon
California Transportation Commission
1120 N Street MS 52
Sacramento, CA 95814

Re: Local Partnership Program Guidelines

Dear Ms. Gordon:

When SB 277 proposed to make changes to the Local Partnership Program, our biggest concern was the lack of provisions for very small, rural agencies. Between Mendocino and Lake County, there are four small self-help cities. All of these cities benefit from the \$100,000 funding minimum. Even with a 70% increase to the formula distribution as proposed by SB 277, without the funding minimum, our small cities wouldn't receive enough LPP funding to administer and construct a worthwhile project.

Based on the discussion at the October LPP guidelines workshop, I believe that CTC staff recognizes what a change in the formula distribution without a funding minimum would mean for these small agencies. If the guaranteed funding for other agencies is increased, the minimum funding level should also be increased. If not, our small agencies will essentially be getting a cut in funding.

And although there has been some discussion of making the competitive portion only available to smaller agencies, as proposed by SB 277, given the evaluation criteria used in the guidelines along with the threshold for "smaller" agencies, our self-help cities still wouldn't benefit from the competitive program. As proposed by SB 277, a smaller agency is any jurisdiction with a population less than 750,000, but the populations of our self-help cities range from 463 to 14,828.

The criteria for the competitive program used in the current LPP guidelines essentially preclude any of our self-help cities from applying. Our local sales tax measures are dedicated to repairing and maintaining our existing systems. As an example, the City of Fort Bragg's Measure H, passed in 2004 and renewed in 2014, states, "All proceeds of the tax levied and imposed hereunder shall be accounted for and paid into a special fund or account designated for use for street repair, maintenance and reconstruction only." Our sales tax measures were dedicated for these purposes based on voter concerns and the biggest regional needs. Additionally, because our measures earn very limited amounts of revenue, it's important to concentrate the use in order to have a more effective program. Unfortunately, maintenance and reconstruction projects can't compete in a program that stresses reduction in vehicle miles traveled. And our low revenue amounts mean that

we're unable to "...leverage more committed funds per program dollar..." than our urban counterparts.

When drafting guidelines for the next round of LPP funding, I encourage the CTC to consider the needs and limitations of small rural agencies for both the formula and competitive programs of the LPP by establishing a guaranteed minimum (increased if the formula share increases) and modifying the competitive criteria to allow rural agencies, including those with sales tax measures dedicated solely to maintenance and rehabilitation of their existing systems, to realistically compete. I believe that this is consistent with the LPP objective to "...balance the need to direct increased revenue to the state's highest transportation needs while fairly distributing the economic impact of increased funding." While the state has many transportation needs, I don't think anyone would argue that preservation of our crumbling infrastructure isn't one of the greatest. This is particularly true in Mendocino and Lake Counties, which have some of the lowest PCIs in the state. The poor conditions of the existing system are what led local voters to support sales tax measures and SB 1 (over 66% of voters in Mendocino County voted no on Prop 6). Provisions to help small, rural agencies will have little impact on the LPP overall, but will have a big impact locally.

Thank you for considering these comments. Please feel free to contact me with any questions.

Sincerely,



Nephele S. Barrett
Executive Director