



# MENDOCINO COUNCIL OF GOVERNMENTS

525 South Main Street~Ukiah~California~95482  
www.mendocinocog.org

NEPHELE BARRETT, EXECUTIVE DIRECTOR

Administration: Suite B  
(707) 463-1859  
Transportation Planning: Suite G  
(707) 234-3434

## AGENDA

**Monday, May 1, 2023 at 1:30 p.m.**

### Primary Location:

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

### Teleconference Locations:

Fort Bragg City Hall, 416 N. Franklin St., Fort Bragg  
Point Arena City Hall, 451 School St., Point Arena  
Caltrans District 1, 1656 Union St., Eureka

### General Public Teleconference:

*Zoom videoconference link is provided by request. Please submit access request to [info@mendocinocog.org](mailto:info@mendocinocog.org) or call MCOG Administration at (707) 463-1859.*

Audio Call-in Option: 1 (669) 900-6833 (in CA)  
Meeting ID: 881 6902 6395      Passcode: 124464

### Attachments Posted

[Board of Directors - Mendocino Council of Governments \(mendocinocog.org\)](https://www.mendocinocog.org)

### Additional Media

For live streaming and later viewing:

[Mendocino County Video](https://www.mendocinocog.org) or find  
[YouTube link at http://www.mendocinocog.org](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)

**NOTICE:** As of March 2023, the Mendocino Council of Governments returns to in-person meetings, in a new format. Staff and a potential quorum will meet in the Board of Supervisors chambers in Ukiah. Also, board members will join remotely by teleconference (audio and video) from City Hall locations in Willits, Fort Bragg and Point Arena. Policy Advisory Committee member(s) will join from Caltrans District 1 office in Eureka. The general public may join from any of these posted locations or by calling in to the teleconference.

Several ways to make public comments to MCOG's Board of Directors are available:

- In advance of the meeting: comments may be sent by email to [info@mendocinocog.org](mailto:info@mendocinocog.org) or by using the form at <https://www.mendocinocog.org/contact-us>, to be read aloud into the public record. Please submit by 10:00 a.m. on the meeting date to ensure comments are received timely, and include the agenda item number(s) addressed.
- During the meeting: make oral comments in person, or on the conference call by phone or video, when public comment is invited by the Chair.

Thanks to all for your interest and cooperation.

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

1. Call to Order and Roll Call
2. Assembly Bill 2449 Notifications and Considerations – *to receive and address requests from Board members to participate in the meeting from a non-posted location, subject to conditions set forth in AB 2449*
3. Convene as RTPA
4. Recess as RTPA – Reconvene as Policy Advisory Committee

### 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.

5. Approval of April 3, 2023 Minutes
6. Acceptance of 2021/22 Fiscal Audit of Mendocino Transit Authority

### PUBLIC EXPRESSION – *Please refer to notice at top of this Agenda.*

7. 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

8. Fiscal Year 2023/24 RTPA Budget Presentation & Workshop – *MCOG Staff – No Action*
  - a. Report of Revenues Fiscal Year to Date 2022/23
  - b. Executive Committee Recommendations of February 24, 2023 – Revenues & Allocations
  - c. Technical Advisory Committee Recommendation of February 15, 2023 – Draft Planning Overall Work Program
  - d. Transit Productivity Committee Recommendations – Mendocino Transit Authority's Annual Transit Claim and Unmet Transit Needs – *pending meeting of May 3, 2023*

### RATIFY ACTION

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

### REPORTS

10. Reports – Information – *No Action*
  - a. Caltrans District 1 – Projects Update and Information
  - b. Mendocino Transit Authority
  - c. Great Redwood Trail Agency
  - d. MCOG Staff - Summary of Meetings
  - e. MCOG Administration Staff
    - i. Covelo SR 162 Corridor Multi-Purpose Trail Project – *verbal report*
    - ii. Miscellaneous
    - iii. Next Meeting Date – Monday, June 5, 2023 – Adoption of Budget and Transportation Planning Program

- f. MCOG Planning Staff
  - i. Feasibility Study - Mendocino Transit Authority's Ukiah Transit Center
  - ii. Feasibility Study - Mobility Solutions for Rural Communities of Inland Mendocino County  
– *verbal report*
  - iii. MCOG Public Outreach with ChargePoint for Rural Electric Vehicle Charging Grant  
– *verbal report – refer to Final Report in Information Packet*
  - iv. Miscellaneous
- g. MCOG Directors
- h. California Association of Councils of Governments (CALCOG) Delegates

## ADJOURNMENT

### 11. Adjourn

## AMERICANS WITH DISABILITIES ACT (ADA) and TRANSLATION REQUESTS

Persons who require special accommodations, accessible seating, or documentation in alternative formats under the Americans with Disabilities Act, or persons who require interpretation services (free of charge) are advised to contact the MCOG office at (707) 463-1859, **at least five days** before the meeting.

Las personas que requieren alojamiento especial, asientos accesibles, o documentación en formatos alternativos de acuerdo con la Ley de Estadounidenses con Discapacidades, o personas que requieren servicios de interpretación (sin cargo) deben comunicarse con MCOG (707) 463-1859, por lo menos cinco días antes de la reunión.

## 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 4/25/2023

Next Resolution Number: M2023-02



50 Years

1972 - 2022

MENDOCINO COUNCIL OF GOVERNMENTS



# MENDOCINO COUNCIL OF GOVERNMENTS

## MINUTES Monday, April 3, 2023

### Primary Location:

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

### Teleconference Locations:

Willits City Hall, 111 E. Commercial St., Willits  
Fort Bragg City Hall, 416 N. Franklin St., Fort Bragg  
Point Arena City Hall, 451 School St., Point Arena  
Caltrans District 1, 1656 Union St., Eureka

### General Public Teleconference by Zoom

### ADDITIONAL MEDIA:

[Mendocino County Video](#) or find  
[YouTube link at http://www.mendocinocog.org](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)

**1. Call to Order and Roll Call.** The meeting was called to order at 1:39 p.m. with Directors present: John Haschak, Michael Carter, and Josephina Duenas in Ukiah; Greta Kanne in Willits; Jeff Hansen in Point Arena; Bernie Norvell and Dan Gjerde in Fort Bragg; and Tatiana Ahlstrand (Caltrans/PAC) in Eureka. Chair Gjerde presiding.

Staff present in Ukiah: Nephele Barrett, Executive Director; Janet Orth, Deputy Director & CFO; Loretta Ellard, Deputy Planner; and Jody Lowblad, Administrative Assistant.

Staff present by Zoom: Lisa Davey-Bates, Transportation Planner; James Sookne, Program Manager; Michael Villa, Project Coordinator; Alexis Pedrotti, Program Manager; and Jesus Rodriguez, Administrative Assistant.

**2. Assembly Bill 2449 Notifications and Considerations.** This item is to receive and address requests from Board members to participate in the meeting from a non-posted location, subject to conditions set forth in AB 2449. There were no such requests.

**3. Convene as RTPA**

**4. Recess as RTPA – Reconvene as Policy Advisory Committee**

**5 - 9. Consent Calendar.** The Chair invited public comment and board discussion; none was heard. Upon motion by Carter, second by Haschak, and carried unanimously on roll call vote (8 Ayes – Haschak, Carter, Kanne, Hansen, Norvell, Duenas, Ahlstrand/PAC, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent): IT IS ORDERED that consent items are approved.

**5. Approval of February 6, 2023 Minutes – as written**

**6. Approval of February 24, 2023 Executive Committee Minutes – as written**

7. **Approval of Third Amendment to Fiscal Year 2022/23 Transportation Planning Overall Work Program (OWP)** – *to pass through \$25,000 of State Rural Planning Assistance (RPA) funding for CALCOG’s California Academy for Regional Leaders (CARL) scholarship recipients. Total OWP funding increased from \$1,178,314 to \$1,203,314. The Executive Director is authorized to sign certifications and a revised OWP Agreement as needed and forward to Caltrans as required.*
8. **Technical Advisory Committee Recommendation of February 15, 2023: Authorization to Release Fiscal Year 2023/24 Draft Transportation Planning Overall Work Program (OWP) for Review, Comment & Circulation**
9. **Acceptance of MCOG 2021/22 Fiscal Audit** – *MCOG received a clean audit.*

10. **Public Expression.** No comments were received in advance or during the meeting.

11. **Presentation & Discussion: Mobility Solutions for Rural Communities of Inland Mendocino County – Interim Report – AMMA Transit Planning.** Executive Director Barrett introduced the item, noting the Council’s input was requested before issuing a final report, and the AMMA consultants: Heather Menninger and Selena Barlow, who gave a slide presentation. Also present from the project team were Dennis Brooks, Valerie Mackintosh, and Cliff Chambers. Highlights of the presentation included study goals, approach and analysis, public engagement findings, and potential mobility solutions for Covelo, Laytonville, Potter Valley, Brooktrails and Hopland. Issues included:

- No single strategy will be sufficient due to diverse needs across multiple communities.
- Limited funding is available, along with other challenges such as sustainability of new services.
- A new Mendocino County Rural CTSA (Consolidated Transportation Services Agency) is being discussed, which may be funded by up to five percent of Local Transportation Funds (LTF) [about \$250,000]. Other public funding sources (state and federal), as well as local partnerships, earned revenue and donations, could supplement a budget. A new Rural CTSA could be housed with either Mendocino Transit Authority (MTA) or the nonprofit Family Resource Center Network. Advantages and potential of a Rural CTSA were noted.
- Focus is on establishing innovative mobility solutions, to be led by a dedicated mobility manager; detailed scenarios for the programs were suggested.
- Technology issues include limited range of any electric vehicles to be deployed.

Board and staff discussion included:

- MTA currently has the designation and responsibilities of CTSA in Mendocino County, while it is allowable to designate more than one. There are limitations such as insurance regulations. Throughout the study, it was learned how few suitable grants are available. Five percent of LTF would not be new funds, but would shift funds from MTA’s allocation. No formal action is required today; mainly seeking feedback. (Barrett)
- Alternatives are not very good; the status quo is not working. Likes the idea of Family Resource Center as Rural CTSA, perhaps in more distant communities where they already serve, such as Laytonville and Covelo; perhaps MTA could best serve Brooktrails and Hopland. Agreed LTF would reduce MTA’s funding. (Haschak)
- Appreciated this new level of information. Asked to elaborate on Medi-Cal funds, which is difficult for people to access individually. Some bureaucratic effort involved, could access revenue from trips to medical appointments. (Gjerde, Menninger, Barlow)
- County Social Services and rural health clinics could be a valuable resource also. (Gjerde)

- Discussion of Family Resource Center and timeline. Services could start at least one year out, under next cycles of Federal Transit Administration (FTA) Section 5310 program and MCOG's FY 2024/25 budget. (Group, Barrett)
- Does Jayma Shields Spence at Laytonville Healthy Start Family Resource Center have capacity to take on more workload? As Coordinator of the local network, she has been involved with MCOG from beginning of this study, and sees demand for transportation from constituents, needing one or more vehicles; could be viable with funding. Reference to past work with MCOG on Safe Routes to School study. (Haschak, Spence)
- How can transit be more accessible to people ages 65 and over, or with disabilities? Has seen empty transit busses in town. MTA has resources and funds could be raised; how to distribute among appropriately sized vehicles and make available for more riders? Could employers be asked to contribute to the program as is done in Mexico? Yes, the study team did receive some comments from employers; there was not strong support from that sector. The trips needs were not primarily for work, among young and older populations, in these cases. Some areas discussed are not within MTA's service territory. (Duenas, Menninger, Chambers, Barlow)
- Discussion of Rural CTSA designation: not creating a new organization, but a new dedicated funding stream to an existing organization for this purpose? Yes, it is a mechanism to provide funds through that designation. If MTA were the Rural CTSA, it would still carve out money for these services; however, one advantage of using Family Resource Center is that as a nonprofit, they likely could make funds go farther due to a lower cost operation. (Kanne, Gjerde, Menninger, Barlow)
- Difficulties recruiting for positions; to be successful, need someone to lead this effort within whichever organization takes it on. Regarding concerns for Laytonville Healthy Start's capacity, they provide compatible services and seek funds for expansion of services, so would have a very strong application for 5310 funds. The new federal infrastructure bill has increased funding for these services. An existing manager would not be expected to take on new duties long term, but would recruit an employee. These communities continue to go unserved. (Gjerde, Kanne, Menninger, Barlow)
- MCOG staff is commended for pursuing the planning grant to initiate this. (Menninger)
- MTA board members were invited to attend today's meeting. The final report will come to MCOG for acceptance in August, and MTA will be notified. (Ellard)

Chair Gjerde invited any further public comments and, hearing none, concluded the agenda item. The consultants were thanked for the presentation. No action was taken.

## 12. **Executive Committee Recommendations of February 24, 2023:**

- a. Approval of Extensions to Professional Services Agreements through September 30, 2024
  - i. *Administration & Fiscal Services – Dow & Associates*
  - ii. *Planning Services – Davey-Bates Consulting (DBC)*

Ms. Barrett reviewed her staff report, describing the two contracts and options for today's action. She advised the Council to plan ahead in the coming months to issue a Request for Proposals, as this would be the final extension of the ten-year contract period. Executive Committee members were invited to comment. Chair Gjerde indicated satisfaction with the service provided by the contractors and inquired which of the member agencies could take on the next procurement process. Director Kanne thought City of Willits might. Ms. Barrett suggested an ad hoc committee could address the task. Director Haschak noted the committee was unanimous in its recommendation to approve both extensions. No public comments were received. Ms. Barrett and Ms. Davey-Bates thanked the Council.

Upon motion by Haschak, second by Carter, and carried unanimously on roll call vote (8 Ayes – Haschak, Carter, Kanne, Hansen, Norvell, Duenas, Ahlstrand/PAC, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent): IT IS ORDERED that, as recommended by the Executive Committee, the existing contracts for Administration & Fiscal Services with Dow & Associates and Planning Services with Davey-Bates Consulting are extended for one year through September 30, 2024, including a COLA increase of 7.3 percent, and the Chair is authorized to execute the agreements.

- b. Draft FY 2023/24 Regional Transportation Planning Agency (RTPA) Budget – No Action. CFO Orth summarized her written report, with a focus on the Local Transportation Funds (LTF) from sales tax revenue and State Transit Assistance (STA) from gasoline and diesel fuel taxes. The LTF windfalls of the pandemic period have tapered off, though audited FY 2021/22 surplus revenues are available to help cover a budget shortfall projected for 2022/23. The County Auditor-Controller/Treasurer-Tax Collector's 2023/24 budget estimate of \$4.9 million is comparable with actual revenues of the past two closed fiscal years. On the other hand, STA revenues are on the rise as travel and fuel consumption have resumed, with a new State Controller's estimate at an all-time high over \$1 million. The Executive Committee again recommended setting aside 15 percent (\$735,000) of estimated revenues in the LTF Reserve, available for Mendocino Transit Authority's future needs. The recommendation provides \$4.3 million for transit, down slightly, while noting allocations in recent years have been remarkably high. Proposed MCOG program allocations were also noted. Total available revenues for allocation from all sources were estimated at \$11 million, before several million to be added from pending items, such as project funds carried forward.

There were no questions from Board members, and no public comments were received. A budget workshop will be on the May meeting agenda as usual. This report was for information only.

**13. Presentation & Discussion: MCOG Board Orientation – MCOG Staff – No Action.**

Ms. Barrett, Ms. Orth, and Ms. Ellard elaborated on a slide presentation, to be made available at [www.mendocinocog.org](http://www.mendocinocog.org) under About Us/MCOG Board Manual. Topics included Background of the agency; Board Composition with officers and committee appointments; MCOG Staffing; Responsibilities such as fiscal oversight, transportation policy development, advocacy and program management; Programs such as funding, transportation planning work elements, deliverable products, and special projects; Mendocino SAFE motorist aid callbox program; regional role in housing planning and addressing climate change. There were no questions or discussion of this item.

**14. Review & Discussion of State Transportation Improvement Program (STIP) Outlook and Regional Transportation Improvement Program (RTIP) Policy Review.**

Ms. Barrett gave an overview of process, timeline, eligible projects and fund estimate, as written in her staff report. Historically the STIP has been a major source of capital funding. Revenues have declined from fuel taxes over time as vehicle fuel efficiency has increased and federal funding has not kept up with inflation. Senate Bill 1, the Road Repair & Accountability Act of 2017, made this source more stable, so a similar level of funding as the last cycle can be expected, about \$3 million for the Mendocino County region. MCOG last adopted STIP policies in 2011. Local conditions and state priorities have changed since then. Capacity increasing projects are now generally discouraged by the California Transportation Commission (CTC), which governs allocation priorities. MCOG's policies and priorities were reviewed, some completed now, notably the U.S. 101 bypass of Willits. Rail grade improvements are no longer applicable. Bicycle and pedestrian (non-motorized) improvements remain eligible. Ms. Barrett requested



feedback from the Council members, as well as any direction for the upcoming cycle. Discussion included:

- There may be more latitude from CTC than in 2011, opportunity now to update. Agreed. (Gjerde, Barrett)
- It might be beneficial to have a standing or ad hoc committee address and bring back options for the full board. Start with Technical Advisory Committee (TAC), then Executive Committee, then Board, or possibly a Board ad hoc. Staff will start with outline of local policies. (Gjerde, Barrett)
- Who serves on the TAC? Agency staff, no board members. Review of positions currently filled. (Haschak, staff) – *refer to MCOG bylaws*

The Chair invited public comment. Dave Shpak of Gualala attempted a comment [inaudible due to audio feedback from the Point Arena location], to be submitted later.

**15. Recess as Policy Advisory Committee – Reconvene as RTPA – Ratify Action of Policy Advisory Committee.** Upon motion by Haschak, second by Carter, and carried unanimously on roll call vote (7 Ayes – *Haschak, Carter, Kanne, Hansen, Norvell, Duenas, 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.

## 16. Reports - Information

- a. Caltrans District 1 – Projects Update and Information – Milestone Report. Director Ahlstrand reported a restructuring of their traffic safety and operations division, listing staffing role changes and offering to provide contact information as needed. A Caltrans grant award of \$900,000 was made for the Willits Road Diet project on South Main Street / State Route 20, formerly US 101, from bicycle safety funds. A proposal for federal PROTECT funding was submitted for climate resiliency planning studies and technical analysis addressing sea-level rise on State Route 128. 12 applications were received for FY 2023/24 Sustainable Transportation Planning Grants program, several from Mendocino County. Another call for projects is anticipated this fall, as the Climate Adaptation portion was undersubscribed and planning funds remain available. Her team is available for consultation as needed; members may contact herself or planner Dean Meester, who serves on the TAC. Another round of Clean California grant applications are due April 28. A recent public meeting for an ongoing project was well attended, addressing a corridor plan for traffic calming on Talmage Road in Ukiah, including bicycle and pedestrian improvements; comments were still being accepted. Finally, an updated Milestone projects report was included in the agenda packet. Ms. Barrett added that an updated Caltrans organizational chart would be posted to MCOG’s website.
- b. Mendocino Transit Authority. General Manager Jacob King stated nothing to report.
- c. Great Redwood Trail Agency. Director Haschak reported on community open house meetings March 22 in Fortuna and March 23 in Willits, which were well attended, expressing concerns about the farther reaches of the Eel River Canyon and also positive comments about possibilities for the trail.
- d. MCOG Staff - Summary of Meetings. Ms. Barrett referred to the written report.
- e. MCOG Administration Staff
  - i. Covelo SR 162 Corridor Multi-Purpose Trail Project. Ms. Barrett reported the project is now fully funded, since \$2,317,000 of supplemental funding was approved by the CTC

- at their meeting of March 23 in Los Angeles. Staff is moving forward to sign the construction contract, previously approved by MCOG pending supplemental funds. Community stakeholders have been informed. The wet winter and spring affects construction season timing; a ground-breaking ceremony will be planned. Staff is thrilled for the community and to be making progress on this crucial project.
- ii. *Miscellaneous*. None.
  - iii. *Next Meeting Date*. Monday, May 1, 2023.
- f. MCOG Planning Staff
- i. *Feasibility Study - Mendocino Transit Authority's Ukiah Transit Center*. Deputy Planner Ellard summarized her written report. The consultant team met to review the first draft deliverable report on existing conditions. Public outreach starts in April: the consultants will be in Ukiah for pop-up events, as well as launching a survey and stakeholder interviews to gather community input. The project's final report, due in November, will help MTA to proceed with next steps for a new facility.
  - iii. *MCOG Public Outreach with ChargePoint for Rural Electric Vehicle Charging Grant*. Ms. Ellard summarized her updated report. MCOG had supported the successful grant application to the California Energy Commission last year, committing to provide public engagement services identifying preferred locations in the Ukiah Valley area for 25 chargers. A total of 89 responses were received from the survey and online comments. Public and agency workshops also were held. Staff is preparing a final report.
  - iv. *Miscellaneous*. Ms. Ellard reported discussions with stakeholder agencies to prepare an application for a Noyo Harbor circulation plan under Caltrans' Sustainable Transportation Planning Grants program. They expect to hear results this summer. Ms. Barrett reported successful Highway Safety Improvement Program (HSIP) grant awards, including all those who had applied using MCOG's Local Road Safety Plans from last year's planning project.
- g. MCOG Directors. None.
- h. California Association of Councils of Governments (CALCOG) Delegates – Annual Regional Leadership Forum, March 6-8, 2023 in Riverside. Director Haschak reported his attendance as the delegate. There was a focus on the need for a holistic approach involving transportation and housing, such as reducing vehicle miles traveled, making boulevards where people live and work, with autonomous vehicles and other solutions. Legislation in Sacramento is emerging to address the gap in gas tax revenues as a result of 1.4 million electric vehicles and growing in California. The CTC gave a presentation on projects statewide; he was glad they included smaller rural projects like the Covelo Trail. Overall it was a worthwhile conference, though largely with an emphasis on urban issues. Alternate Delegate Norvell also attended.

**17. Adjournment.** The meeting was adjourned at 4:13 p.m.

Submitted: NEPHELE BARRETT, EXECUTIVE DIRECTOR

By Janet Orth, Deputy Director & CFO



# MENDOCINO COUNCIL OF GOVERNMENTS

**Agenda # 6**  
Consent Calendar  
MCOG Meeting  
5/1/2023

## STAFF REPORT

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**TITLE:** Acceptance of FY 2021/22 Fiscal Audit of Mendocino Transit Authority

**SUBMITTED BY:** Janet Orth, Deputy Director & CFO

**DATE PREPARED:** 4/20/2023

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### **BACKGROUND:**

Each fiscal year, MCOG engages an independent Certified Public Accountant to conduct a fiscal audit of Mendocino Transit Authority, to comply with the Transportation Development Act (TDA). The final audit report for the year ended June 30, 2022 has been completed by the independent CPA, O'Connor & Company. This is the successor firm to R. J. Ricciardi, Inc., of San Rafael; Mr. O'Connor, CPA, RIA acquired the company following Mr. Ricciardi's retirement, resulting in a smooth transition of auditors for MCOG and Mendocino Transit Authority.

The report was due by end of December 2022, however MCOG staff granted a requested 90-day extension to MTA, as allowed under TDA. A copy of the Annual Financial Report, dated March 28, 2023, was received by MCOG, attached. MTA received a favorable audit report as usual.

MTA's net position increased by \$234,702; total net position at June 30, 2022 was \$9,510,744, compared to the previous year at \$9,276,042. – Page 4

The fare box calculation was included as directed by TDA. The ratio of fare box revenue compared to operating expenses was 3.7% (down from 3.8% in the previous year), below the required 10%. The auditor notes the impact of the COVID-19 crisis on transit agencies statewide and the waiver of certain TDA regulations for this audit year. – Page 19

The CPA did not include a report on compliance with TDA this year, noting a change to auditing guidelines, and is discussing alternatives with the State Controller's Office.

Additionally, issues concerning MCOG are "eligibility" for TDA funds allocated to MTA and senior centers. Annually, the fiscal auditor tests for eligibility of the claimant (MTA) to receive TDA funds, which involves a formula according to California Code of Regulations (CCR) Section 6634. Any monies in excess of the amount eligible "shall be recovered" by the agency/commission/board (MCOG), according to Section 6649. For the fiscal year, MTA was found to be eligible for all TDA funds received except for State Transit Assistance (STA), for which the efficiency standards were not met. However, state law AB 90 continues to exempt transit operators from meeting the STA efficiency standards for FY 2021/22.

The Notes to Financial Statements reveal that MTA received a concentration of 60% of its total revenue for the year from MCOG allocations of TDA funds, at \$4,055,515. Last year was 53%, at \$3,019,623. TDA funds remain the largest single source of revenue for MTA. – Pages 8, 21

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**ACTION REQUIRED:** Accept the Fiscal Year 2021/22 MTA fiscal audit, as a fiduciary duty of the Council.

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**ALTERNATIVES:** None identified. The report was submitted to the State Controller as required, regardless of any MCOG action.

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**RECOMMENDATION:**

Accept the FY 2021/22 MTA fiscal audit reports as presented by O'Connor & Company.

Enclosures:

Audited MTA "Annual Financial Report"



# MENDOCINO COUNCIL OF GOVERNMENTS

**Agenda # 8**  
Regular Calendar  
MCOG Meeting  
5/1/2023

## STAFF REPORT

**TITLE:** Fiscal Year 2023/24 RTPA Budget Presentation & Workshop

**SUBMITTED BY:** Janet Orth, Deputy Director / CFO

**DATE PREPARED:** 4/19/2023

### BACKGROUND:

MCOG’s standing committees typically meet and report during the spring budget season, so the May Council meeting is an opportunity to become familiar with any budget-related issues ahead of the final allocation decisions. At our May Board meeting, we plan to review the budget recommendations to date, along with a few visual slides to refresh the board members on MCOG’s funding sources and procedures. The June meeting materials will include a complete budget package for adoption. My summary sheets and updated explanatory notes are attached.

As previously reported, this year’s estimate of the local sales tax revenues (Local Transportation Fund – LTF) shows a drop in revenues for the coming fiscal year and also a shortfall for the current fiscal year. The gains of the pandemic period have tapered off, yielding an unallocated surplus for FY 2021/22 of \$384,429, which will be needed to help cover this year’s shortfall. Normally, the unallocated surplus would be available to supplement the 2023/24 budget, and potentially some of that amount could be carried forward. Actual revenues for 2021/22 came in higher than estimated, though dropped to \$4.9 million from the previous year’s all-time high of \$5 million. Now, with the current high rate of inflation and revenue shortfall, we are carefully monitoring the available funds.

Total available revenues from all sources are estimated at **\$15.9 million**, before the addition of funds carried over in the Planning program; new construction funds for the Covelo trail project have been added to the draft summary sheet. The draft budget proposal again triples the minimum LTF Reserve for transit to \$735,000. While the LTF balance available for MTA’s claim is down \$304,075 (6.5%) from 2022/23, it is still higher than the 2021/22 allocation. For the coming year MCOG will be able to fund programs of the Regional Transportation Planning Agency and Mendocino Transit Authority, with a prior-year surplus to cover the anticipated shortfall in sales tax revenues, augmented by other funding sources.

#### a. Report of Revenues Fiscal Year to Date (FYTD) 2022/23

LTF budget compared to actual receipts September (July) through April (Feb.) - 8 months, accrual basis:

Auditor’s FY Estimate	LTF Budget FYTD	Budget May (Mar.) through Aug.(June)	LTF Receipts FYTD	Shortfall FYTD
\$ 5,137,383	\$ 3,424,922	\$ 1,712,461	\$ 3,029,622	(\$ 395,300) (7.7%)

Note that receipts typically come in two months after taxes are collected. Monthly deposits have come in at a low of \$324,845 (Jan./Mar.) to a high of \$496,770 (Aug./Oct.). Some of these variances can be explained by the State’s system of advances and later reconciliation payments. In February 2023 when the Auditor-Controller/Treasurer Tax-Collector made the new year’s estimate, she projected a shortfall of \$185,956. At this time last year, revenues FYTD showed a budget *surplus* of \$359,279, up 7.9%. So it appears revenues are returning to previous levels, though dropping more rapidly than expected. We now need the shortfall to be reduced by about \$200,000 to make whole the proposed 2023/24 budget.

#### b. Executive Committee Recommendations of February 24, 2023

The Executive Committee meets annually to review staff’s first draft of the budget for the upcoming fiscal year and any related issues as part of the budget process, and then reports to MCOG with recommendations. (Our report was presented to the full Council on April 3.) At their meeting of February 24, the Executive Committee unanimously recommended a draft budget that allocates LTF funds for Reserves (\$735,000), MCOG Administration (\$559,626), 2% Bicycle & Pedestrian (86,846), Planning (141,479), and the remainder available for Transit (\$4,353,031), consistent with established

priorities for Local Transportation Funds. Also, funds are available from State Transit Assistance (STA), MCOG's Capital Reserve fund balance, and other sources for transit purposes.

c. TAC Recommendation of February 15, 2023 – Draft Planning Overall Work Program

The Technical Advisory Committee (TAC) has reviewed and recommended the Draft Planning Overall Work Program; this document was forwarded to Caltrans for comment, as required by March 1. Alexis Pedrotti has provided details in her staff report, attached. A total of **\$659,364** is proposed from all funding sources for the Planning program. This amount is expected to increase as carryover amounts are identified (typically a program amendment is needed early in the new fiscal year). The final document will be presented for approval on June 5 along with the budget.

d. Transit Productivity Committee (TPC) Recommendations of May 3, 2023 – Mendocino Transit Authority's Annual Transit Claim and Unmet Needs – not available at this writing

Typically, this committee meets in April or May to review and make recommendations on the transit claim, Unmet Transit Needs, transit standards and performance, and related matters. The TPC is scheduled to meet May 3 to make its recommendations.

The annual transit claim for funds was received timely from MTA on March 31 and will be reviewed by the TPC (attached). After MCOG's programs, LTF funds available for Mendocino Transit Authority to claim for transit purposes come to \$4,353,031. The addition of \$1,443,571 of STA funds and \$705,462 of Capital Reserve funds brings the total available Transportation Development Act (TDA) funding for MTA to **\$6,502,064**, a decrease of \$154,568 or 2.3%.

You may note two other transit programs in the budget summary, State of Good Repair (from SB 1) and FTA Section 5311 regional apportionment, which have a separate process for approval of programming by MCOG resolutions. State of Good Repair flows through MCOG's cash accounts, while 5311 does not. Please refer to the attached Explanatory Notes on Funding Sources for additional details.

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**ACTION REQUIRED:**

As an advisory item for now, receive a presentation from staff. Discuss and consider the staff and committee recommendations made to date in preparing for budget allocations in June for the fiscal year beginning July 1, 2023. Staff is available to answer any questions.

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**ALTERNATIVES:**

Technically the budget could be adopted at the May 1 meeting, however required findings by resolution are not yet prepared. Staff's intent is to provide ample time for the Council to review and digest the material, so customarily the decision is made in June. If the decision were to be delayed beyond the June meeting, staff would offer options to mitigate any hardship for affected agencies.

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**RECOMMENDATION:** No action; for information only.

Enclosures:

2023/24 Draft Regional Transportation Planning Agency (RTPA) Budget summary spreadsheet

MTA's 2023/24 Summary Claim for Funds

2023/24 Explanatory Notes on Funding Sources

2023/24 Draft RTPA Budget Summary – Supplemental Format (additional detail) – *to follow online when available*

# Mendocino Council of Governments

## Regional Transportation Planning Agency & COG - Fiscal Year 2023/24 Budget

Administration, Bicycle & Pedestrian, Planning, Transit Allocations and Reserves - Board Workshop 5/1/2023

REVENUES	Trans. Devt. Act (TDA)		State		Federal		Local Agencies	TOTALS
	LTF	STA	PPM	RPA	STBG	5311		
2023/24 LTF Official County Auditor's Estimate	4,901,913							4,901,913
2022/23 Auditor's Anticipated Shortfall	-185,956							-185,956
Total Local Transportation Fund (LTF) Estimate	4,715,957							4,715,957
LTF 2014/15 prior-year unallocated revenues - reserved 2017/18	29,135							29,135
Carryover - Planning Overall Work Program and RSTP Local Assistance	pending				278,545			278,545
2023/24 State Transit Assistance - SCO's Preliminary Estimate	1,073,881							1,073,881
2023/24 State of Good Repair - SCO's Preliminary Estimate								154,817
STA and SGR - Fund Balance Available for Allocation	369,690							369,690
MCOG's Capital Reserve Fund - Balance Available for Transit		705,462						705,462
Federal Transit Administration (FTA) Sec. 5311 Program - CRRSAA								0
FTA Section 5311 Program - Annual Regional Apportionment								0
2023/24 STIP Planning, Programming & Monitoring (PPM)			141,000					141,000
2023/24 Rural Planning Assistance				294,000				294,000
2023/24 State Active Transportation Program (ATP) - grants & carryover					2,672,000			2,672,000
2022/23 Transportation Planning Program carryover			53,750	pending				53,750
Surface Transportation Block Grant Program								811,848
HCD Regional Early Action Planning (REAP) Housing Funds - est. carryover					348,736			348,736
SHOPP Complete Streets Program - SR-162 Corridor Multi-Purpose Trail					3,828,000			3,828,000
Rural Counties Task Force - Membership Dues							38,500	38,500
<b>LTF Reserve:</b>								
Audited 2021/22 LTF Unrestricted Balance	384,429							
Audited LTF Reserve Balance as of 6/30/2022	1,212,745							
Less LTF Reserve Allocated for FY 2022/23	437,150							
Subtotal	1,160,024							
Less LTF Reserve per Policy adopted 4/2/2001 - 15%	735,000							
Amount Available for Allocation in FY 2023/24	425,024							425,024
<b>TOTAL REVENUES</b>	<b>5,170,116</b>	<b>1,443,571</b>	<b>194,750</b>	<b>294,000</b>	<b>7,003,553</b>	<b>1,090,393</b>	<b>0</b>	<b>15,940,345</b>
<b>ALLOCATIONS</b>								
2023/24 Administration - inc. staffing contract at max. 7.3% COLA	559,626					101,116		699,242
2% Bicycle & Pedestrian - 2023/24 LTF Estimate less Admin. x .02	86,846							86,846
2023/24 Planning Overall Work Program (OWP) - new funds at 3% per TDA	141,479		141,000	294,000				
Temporary Reserves - LTF prior-year unallocated revenues requested for Planning OWP	29,135							
Carryover Funds - See OWP Summary	pending		53,750	pending				
<b>Total Administration, Bike &amp; Ped., and Planning</b>	<b>817,085</b>	<b>0</b>	<b>194,750</b>	<b>294,000</b>	<b>0</b>	<b>101,116</b>	<b>0</b>	<b>659,364</b>
BALANCE AVAILABLE FOR TRANSIT	4,353,031	1,443,571	0	0	154,817	0	0	6,656,881
<b>2023/24 Mendocino Transit Authority Claim - due April 1:</b>								
MTA Operations	3,671,782	1,443,571						5,115,353
Unmet Transit Needs	0							0
Senior Centers Operations	681,249							681,249
Transit Planning								0
Capital Reserve Fund Contribution								0
Capital Program, MTA & Seniors Current Year								0
Capital Program, Long Term (Five Year Plan)								0
<b>Total Transit Allocations</b>	<b>4,353,031</b>	<b>1,443,571</b>	<b>0</b>	<b>0</b>	<b>154,817</b>	<b>0</b>	<b>0</b>	<b>705,462</b>
<b>Other Allocations - RSTP for MCOG Partnership Fund</b>								<b>6,502,064</b>
<b>Other Allocations - RSTP for County &amp; Cities Projects by Formula</b>						100,000		100,000
<b>Other Allocations - ATP Infrastructure Grants - SR162 Corridor Multi-Purpose Trail</b>					2,672,000	621,848		621,848
<b>Other Allocations - REAP for Admin., County &amp; Cities Projects by Formula</b>					348,736			348,736
<b>Other Allocations - SHOPP Complete Streets for SR-162 Corridor Multi-Purpose Trail</b>					3,828,000			3,828,000
<b>TOTAL ALLOCATIONS</b>	<b>5,170,116</b>	<b>1,443,571</b>	<b>194,750</b>	<b>294,000</b>	<b>6,848,736</b>	<b>822,964</b>	<b>0</b>	<b>15,518,100</b>
<b>Balance Remaining for Later Allocation</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>154,817</b>	<b>267,429</b>	<b>0</b>	<b>422,245</b>





# Mendocino Transit Authority Summary of 2023/2024 Claim for Funds

3/27/23

Source	Authority	Purpose	FY 2022/23 Amount	FY 2023/24 Amount
<b>Local Transportation Fund:</b>				
PUC, Sec. 99260(a)		MTA Operations	\$3,428,087	\$3,671,782
PUC, Sec. 99260(a)		Unmet Transit Needs	\$300,000	\$0
PUC, Sec. 99400(c)		Senior Center Operations	\$729,019	\$681,249
PUC, Sec. 99260(a)		MTA & Senior Capital	\$0	\$0
CCR, Sec. 6648		Transit Capital Reserve	\$0	\$0
PUC, Sec. 99262		Transit Planning	\$200,000	\$0
<b>Total</b>			<b>\$4,657,106</b>	<b>\$4,353,031</b>
<b>State Transit Assistance Fund:</b>				
CCR, Sec. 6730(a)		MTA Operations	\$967,375	\$1,443,571
CCR, Sec. 6731(b)		Senior Center Operations	\$0	\$0
CCR, Sec. 6730(b)		MTA & Senior Capital	\$200,000	\$0
CCR, Sec. 6648		Transit Capital Reserve	\$0	\$0
<b>Total</b>			<b>\$1,167,375</b>	<b>\$1,443,571</b>
<b>Capital Reserve</b>				
CCR, Sec. 6648		MTA Capital	\$0	\$0
CCR, Sec. 6648		Senior Capital	\$0	\$0
CCR, Sec. 6631		Long-Term Capital	\$701,179	\$705,462
<b>Total</b>			<b>\$701,179</b>	<b>\$705,462</b>
<b>Total Claim</b>			<b>\$6,525,660</b>	<b>\$6,502,064</b>



# MENDOCINO COUNCIL OF GOVERNMENTS

2023/24 Budget

## Explanatory Notes on Funding Sources

4/19/2023

### LTF - Local Transportation Fund

- Generated from quarter-cent sales tax on all sales countywide. Fund estimate provided by County Auditor-Controller/Treasurer Tax-Collector. Allocated by Regional Transportation Planning Agencies (RTPAs).
- Governed by the Transportation Development Act (TDA).
- Transportation planning and public transit systems are supported by these revenues according to TDA.
- Notable in 2020/21 were online sales tax revenues, of which a formula share was received from a state pool.

### LTF Reserve Fund

- Allowed under TDA, Section 6655, adopted by MCOG on June 7, 1999, revised April 2, 2001.
- Fund balance adjusted annually at minimum five percent of County Auditor-Controller's LTF estimate.
- Surplus allocated through annual budget process.
- To be used *“for transit services provided by Mendocino Transit Authority (MTA) that have been funded by MCOG through the annual transit claim process, when 1) actual LTF revenues fall short of LTF budget allocations, or 2) extreme or unusual circumstances warrant an additional allocation.”*
- The fund was depleted to cover the FY 2008/09 revenue shortfall and policy waived in 2010/11 and 2011/12. The policy was partially waived for the three following fiscal years. A claim was made to meet the FY 2015/16 shortfall of \$68,364.
- Since 2015/16, MCOG has fully restored the LTF Reserve policy, releasing two years of surplus for allocation between \$100,000 and \$200,000, then a shortfall of \$65,000, a surplus of \$71,000, and for 2019/20 (from 2017/18 revenue) a record surplus of \$375,634. Audited surplus from 2020/21 was 754,417, a new record, allocated in 2022/23. The audited surplus for 2021/22 was \$384,429.
- With no maximum by policy, the reserve was set at ten percent for 2021/22 and 15 percent for 2022/23.

### STA - State Transit Assistance

- Generated from sales taxes on diesel and gasoline, until the Transportation Tax Swap of March 2010, when it was replaced by an increased excise tax on gasoline and increased sales tax on diesel. This expired with SB 1, the Road Repair & Accountability Act of 2017. The gas tax is now indexed to inflation.
- Governed by the Transportation Development Act (TDA).
- Eligibility is open only to transit operators - MTA in Mendocino County.
- May be used for either Operations, subject to an eligibility formula based on certain cost efficiency standards, or for Capital. MTA typically has used STA for Capital purposes, until the operations requirement was waived for FY 2009/10 – 2015/16 during the Recession; again waived for the pandemic.
- Senate Bill 508, effective July 1, 2016, provides more flexibility, so that *“rather than making an operator ineligible to receive State Transit Assistance program funds for operating purposes for an entire year for failing to meet the efficiency standards, would instead reduce the operator's operating allocation by a specified percentage, based on the percentage amount that the operator failed to meet the efficiency standards, as specified.”* – from SB 508, Chapter 716, preamble
- State Controller provides fund estimate—“Preliminary” in January, “Revised” after State Budget adopted.
- Regional allocation policy: Respond to fluctuating revenues by releasing approved allocations to MTA when received in MCOG's fund account. At times there is an unallocated balance. Other times the fund is fully claimed and has only a small balance of interest earnings, as is the case this year.
- STA has fluctuated widely, subject to political influences, while generally rising over time. 20 years ago, annual revenues were about \$150,000; two years ago in the range of \$800-900,000 with support of SB 1. During the pandemic, fuel tax revenues dropped 20%. Preliminary estimate for 2023/24 is \$1,073,881.

### Capital Reserve Fund

- Created and controlled by MCOG as allowed by Transportation Development Act (TDA), Section 6648.
- Contributions from LTF and/or STA.
- Open to Mendocino Transit Authority and Senior Centers for projects in MTA's Five-Year Capital Program.

Surface Transportation Block Grant (STBG) Program, Section 182.6(d)(1)

- Under ISTEA legislation originally, subsequently under TEA21, SAFETEA-LU, MAP-21 and FAST Act. Formerly named Regional Surface Transportation Program (RSTP).
- Section d(1) is for regional discretionary transportation uses, in compliance with U.S. Code, Title 23 and California Constitution, Article 19.
- As allowed, MCOG exchanges for state funds by agreement with Caltrans, eliminating federal requirements.
- MCOG allocated the early fund cycles by regional competition; all of those projects were closed out.
- Subsequent MCOG policy allocated new RSTP d(1) apportionments by formula to County and Cities.
- In FY 2003/04, MCOG staff introduced new administrative procedures in order to comply with new clauses in Caltrans' fund transfer agreement. MCOG requires local claimants to provide a list of eligible projects for which they plan to spend the formula funds, and an authorized officer must sign a certification document (replaced in 2017/18 with a master Subrecipient Agreement). Also they must report prior-year expenditures when claiming new funds.
- For the FY 2005/06 funding cycle and going forward, MCOG approved recommendations of staff and the Technical Advisory Committee to revise MCOG's allocation formula such that a portion would be reserved for MCOG's use on regional projects, aka "Partnership Funding Program" (see allocating resolution). To date the Council has allocated \$1,113,485 of Partnership funds to nine projects.
- Starting FY 2011/12, MCOG approved \$90,000 annually from RSTP for a Regional Project Manager.
- In FY 2015/16 and 2016/17, funds not expended for the project manager position were approved for direct costs that are consistent with the intended scope of Local Assistance; \$20,000 has been allocated.
- Total unexpended Local Assistance funds have accumulated due to a temporary vacancy in the position and funding limits of the staffing contract, with a balance as of June 30, 2022 of \$278,545.
- In California, 2021 federal coronavirus relief funds were apportioned partly by STBG formula, partly through the State Transportation Improvement Program (STIP), as well as for transit programs. - *see Page 3*

PPM - Planning, Programming & Monitoring / SB 45

- Apportioned by State to Regional Transportation Planning Agencies for work associated with State Transportation Improvement Program (STIP) projects.
- Up to 5% of Regional Improvement Program (RIP) funds in the STIP may be used for eligible activities.
- MCOG has programmed funds for planning work elements and Project Study Reports (PSRs).

RPA - Rural Planning Assistance

- Traditionally, either State or Federal funds have been provided in some form of subvention.
- This program is funded by the State for required Overall Work Program mandated planning functions.
- Competitive RPA grants include MCOG's 2013 Zero Emission Vehicle (ZEV) Regional Readiness Plan.

Caltrans Sustainable Transportation Planning Grant Program

- This program replaced the Consolidated Planning Grant Program, which included Community Based Transportation Planning, Environmental Justice, and Transit Planning grants.
- Funded by Federal Transit Administration (FTA, Section 5304) and State Highway Account.
- MCOG was awarded seven annual Community Based Transportation Planning grants and one Environmental Justice grant as a sponsor, administered through the Planning Overall Work Program, including projects for Gualala, Laytonville, Point Arena, Westport, Ukiah Rails-With-Trails, Covelo/Round Valley, and Anderson Valley/SR-128 Trail.
- City of Willits completed the grant-funded Willits Main Street Corridor Enhancement Plan.
- MCOG completed its Pedestrian Facility Needs Engineered Feasibility Study in 2019. The SB 743 Vehicle Miles Travelled Regional Baseline Study and Mendocino County Fire Vulnerability Assessment & Emergency Preparedness Plan were completed in 2020. In FY 2021/22 MCOG was awarded a grant for a Feasibility Study: Mobility Solutions for Rural Communities of Inland Mendocino County, in progress.

Active Transportation Program (ATP)

- Competitive State grant program combining state and federal funds for bicycle and pedestrian projects.
- Cycles 1 and 2 funded MCOG's Covelo SR 162 Corridor Multi-Purpose Trail, in progress.
- In 2018, MCOG completed Safe Routes to School Non-Infrastructure ATP grant projects in Covelo and countywide. In 2022 MCOG was awarded funds for Gualala Downtown Streetscape Enhancement project.

Local Agency Match

- Local matching funds are required for some state and federal grants.
- Mendocino Transit Authority has contributed the required local match for their projects.
- Gualala, Laytonville, and Westport have provided in-kind local match contributions.
- MCOG typically provides required cash match from local planning funds in Overall Work Program.
- FY 2020/21 included \$308,900 from the five member local agencies for Local Road Safety Plans, from state grants and ten percent matching funds, to pool resources for consultant services through the OWP.

Coronavirus Aid, Relief, and Economic Security (CARES) Act

- [Signed into law in March 2020](#), funds are available to transit operators through FTA's 5311 programs.
- MCOG included CARES in its adopted FY 2020/21 budget at \$1,206,413, including Phase 1 and 2 balance of funds available at the time, to offset a potential shortfall of local funds for transit.
- *"Funding is provided at a 100-percent federal share, with no local match required, and is available to support capital, operating, and other expenses generally eligible under those programs to prevent, prepare for, and respond to COVID-19."* [[from FTA website](#)]

Coronavirus Response & Relief Supplemental Appropriations Act of 2021 (CRRSAA)

- [This bill became law in December 2020](#), including funds for various transportation programs.
- California has chosen to suballocate its apportionment of infrastructure funding through STBG and STIP. MCOG received \$423,875 and \$1,198,132 respectively; these flowed down to member local agencies by a formula adopted by the Council on May 3, 2021.
- For transit: *"Similar to the CARES Act, the supplemental funding will be provided at 100-percent federal share, with no local match required. Funding will support expenses eligible under the relevant program, although the Act directs recipients to prioritize payroll and operational needs."* [[from FTA website](#)]
- MCOG's draft 2021/22 budget included \$1,459,704 of new CRRSAA funds for MTA (no expiration), later moved to a new Information section of the budget tables, along with CARES Act funds carried over.
- Funds are also available through the FTA Section 5310 Elderly and Disabled Specialized Transit Program for applicants that were successful during the last grant cycle. A total of \$103,532 has been awarded to three specialized transit providers in Mendocino County.

Federal Transit Administration (FTA) Section 5311 and 5311f

- MCOG's budget includes these programs, as funds for MTA are approved by MCOG resolution, although cash does not flow through MCOG's accounts.
- Annual 5311 regional apportionments are typically used by MTA for operations, now over \$800,000.
- MTA has been successful in winning competitive 5311f Intercity Bus Program grants, typically about \$300,000, for Route 65 operations and/or vehicles, with a required funding match.
- CARES and CRRSAA funds for transit flow through FTA's programs, subject to MCOG's approval and claimed directly through Caltrans. From CARES Phase 1, MTA was allocated \$557,349, fully claimed to date. In August 2020, MCOG approved 5311 CARES Phase 2 funds for MTA at \$1,068,573.

Regional Early Action Planning (REAP) for Housing

- Created by AB 101, state funding is provided for regional planning related to housing production and implementation of the Regional Housing Needs Allocation (RHNA).
- In 2020, MCOG amended its Joint Powers Agreement to include housing matters as a specific power.
- MCOG's 2020/21 budget was amended to add a grant of \$383,245, suballocated to member local agencies at 90 percent, by an adopted distribution formula.
- A new master agreement with the Department of Housing & Community Development has been executed to receive the grant funds.
- Eligible activities include providing technical assistance, performing infrastructure planning, and conducting feasibility studies.





# MENDOCINO COUNCIL OF GOVERNMENTS STAFF REPORT

Agenda # 8c  
Regular Calendar  
MCOG Meeting  
5/1/2023

**TITLE:** FY 2023/24 Draft Overall Work Program (OWP)

**DATE SUBMITTED:** 4/25/23

**SUBMITTED BY:** Alexis Pedrotti, Project Manager

**MEETING DATE:** 5/1/23

## **BACKGROUND:**

At their meeting of 2/15/23, the Technical Advisory Committee (TAC) recommended approval of the Draft FY 2023/24 Overall Work Program (OWP), totaling \$659,364. The Draft was due and submitted to Caltrans by 3/1/23. Caltrans staff has reviewed the Draft and provided minor comments which will be incorporated as needed. The Final OWP will be prepared for TAC review and recommendation in May, and MCOG consideration in June.

As part of the May 1 budget workshop, we would like to give you an opportunity to review the proposed planning projects so any questions can be addressed before the Final OWP is presented for adoption in June.

Following is a brief summary of each proposed work element, budget, and responsible agency. *Some work element numbers have been left blank for the addition of carryover projects in the Final OWP.*

W.E. 1 – Regional Government & Intergovernmental Coordination (MCOG) – This annual comprehensive work element covers regional transportation planning duties and ongoing coordination with state, regional and local agencies; as well as long-range transportation planning duties including streets/roads/highways, air quality, aviation, and transit planning. This work element includes only tasks that are eligible for Rural Planning Assistance (RPA) funds.

Total: \$142,000 (*\$140,000 MCOG + \$2,000 Rural Counties Task Force annual dues*)

Responsible Agency: MCOG

W.E. 2 – Planning Management & General Coordination – Non-RPA (MCOG) – This work element includes transportation planning tasks that may not be eligible for Rural Planning Assistance (RPA) funds, including development and management of the Overall Work Program, routine day-to-day transportation planning duties, and general coordination activities with state, regional, local, and community agencies. It covers current as well as long-range duties for all transportation modes, including streets/roads/highways, non-motorized transportation, air quality, aviation, and transit planning. This work element was first included in FY 2017/18 to segregate non-RPA eligible activities.

Total: \$120,000 (*\$120,000 MCOG*)

Responsible Agency: MCOG

W.E. 3 – Mendocino Transit Authority (MTA) Feasibility Study for Ukiah Transit Center (MCOG) – This project is scheduled to be carried over and finalized in the upcoming fiscal year. This work element was to conduct a feasibility study and location analysis for the Mendocino Transit Authority to evaluate potential locations for a new transit center in the greater Ukiah area, with associated multi-modal improvements. MTA will utilize the recommendations in the feasibility study to pursue next steps of property acquisition, environmental process, design, and construction of the new facility and multimodal improvements.

Total: \$TBD (*\$TBD Consultant*)

Responsible Agency: MCOG

W.E. 4 – Sustainable Transportation Planning (MCOG) – This work element is to support the goals of SB 375 and AB 32 to reduce greenhouse gas emissions and respond to goals of the Air Resources Board and Strategic Growth Council, and conduct sustainable transportation planning activities. This work element was first included in FY 2017/18.

Total: \$20,000 (*\$15,000 MCOG + \$5,000 Direct Expenses*)

Responsible Agency: MCOG

W.E. 5 – Mobility Solutions – Feasibility Study for Rural Areas (MCOG) – This work element is a carryover Caltrans Grant funded project to conduct a feasibility study of mobility solutions for rural communities in Mendocino County (including Covelo, Laytonville, Brooktrails, Hopland, and Potter Valley) that are unable to be served by traditional transit, due to their remoteness and low population density.  
Total: \$TBD (*\$TBD MCOG + \$TBD Consultant*) \*estimated carryover.  
Responsible Agency: MCOG

W.E. 6 - Combined Special Studies (County Dept. of Transportation) – This annual work element is a project to collect data and perform special studies for use by local agencies to improve the safety of the County Maintained Road System and Cities’ Street Systems; to update the transportation database; and to aid in implementation of the Regional Transportation Plan.  
Total: \$54,000 (*\$54,000 County Dept. of Transportation*)  
Responsible Agency: County Dept. of Transportation

W.E. 7 - Planning, Programming & Monitoring (MCOG) – This annual work element is for activities associated with the State Transportation Improvement Program (STIP) and Regional Transportation Improvement Program (RTIP) processes. It also includes the annual user fees for local agencies’ use of the Metropolitan Transportation Commission’s “Streetsaver” program for the Pavement Management Program.  
Total: \$94,500 (*\$85,000 MCOG + \$9,500 Pavement Management Program (PMP) annual user fees*)  
Responsible Agency: MCOG

W.E. 12 – Truck Route Study (Ukiah) – This study will be carried over to assist the City of Ukiah on determining and designating acceptable truck routes through the City of Ukiah and throughout the City of Ukiah. The City of Ukiah strives to make their right of ways multimodal including bikes and pedestrians in every design they perform. The City of Ukiah would like to make sure that their multimodal designs are working in harmony with the fact that large trucks often have to use the city as a bypass for the inadequate height-restricted freeway overpasses that are part of the Caltrans transportation system.  
Total: \$45,000 (*\$45,000 City of Ukiah Consultant*)  
Responsible Agencies: City of Ukiah

W.E. 13 – Central Business District Parking Evaluation (Fort Bragg) – The City of Fort Bragg requested to carryover this project into the upcoming work program to complete a comprehensive review of parking issues in the Central Business District (CBD), prepare an update to the parking land use codes for the district, and perform a feasibility analysis for alternate public parking lots to meet transportation needs in a core pedestrian oriented area. Updates are needed to the CBD land use parking codes in order to address long standing parking issues in the district.  
Total: \$TBD (*\$TBD City of Fort Bragg Consultant*)  
Responsible Agencies: City of Ukiah

W.E. 14 - Training (MCOG) – This is an annual work element to provide funding for technical training in the transportation planning field for MCOG planning staff and local agency staff. Due to Pandemic, and absence of travel expenses no new funding will be allocated to this element, only carryover funding from FY 2020/21, which will be estimated in the Final OWP.  
Total: \$TBD (*\$TBD MCOG + \$TBD Local Agencies*)  
Responsible Agencies: MCOG, County, Cities, MTA

W.E. 15 – Downtown Parking Master Plan (City of Point Arena) – This project is to perform an assessment of parking citywide. An accurate inventory of parking availability and use is needed to answer the question of current and future parking demand. Parking is already at a premium in-town, especially during tourist season. It is highly likely current parking configurations are inefficient. Appropriate handicapped spots would be identified as well as loading zones and time-limited parking. The study would also produce a list of possible properties for the acquisition for parking with a cost estimate.  
Total: \$48,375 (*\$48,375 Point Arena*)  
Responsible Agencies: City of Point Arena



W.E. 16 - Multi-Modal Transportation Planning (MCOG) – This is an annual work element to provide day-to-day multi-modal transportation planning duties, including bicycle, pedestrian, transit, rail, aeronautics, and goods movement planning activities.

Total: \$45,000 (*\$45,000 MCOG*)

Responsible Agency: MCOG

W.E. 18 - Geographic Information System (GIS) Activities (MCOG) – This is an annual work element to provide GIS support services related to the roadway transportation system and all transportation modes in Mendocino County.

Total: \$5,798 (*\$5,798 MCOG*)

Responsible Agency: MCOG

W.E. 20 - Grant Development & Assistance (MCOG) – This annual work element provides technical assistance, research, and support to local agencies, Mendocino Transit Authority, tribal governments, North Coast Railroad Authority, and others, on federal, state, and local grant opportunities.

Total: \$51,000 (*\$51,000 MCOG*)

Responsible Agency: MCOG

RESERVE – This OWP includes a “reserve” of \$78,691, which allows for a reserve of funds to perform larger projects or meet local match requirements on Caltrans funded grant projects.

Total: \$78,691 (Reserve)

Responsible Agency: MCOG

The Draft FY 2023/24 Overall Work Program as submitted totals **\$659,364**. It is anticipated that a few carryover projects will be added to the Final Work Program when it is considered for adoption in June.

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**ACTION REQUIRED:**

No action is required at this time. The purpose of this agenda item is to respond to any questions or concerns you may have before the Final FY 2023/24 Overall Work Program is prepared for TAC recommendation in May, and MCOG consideration in June.

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**ALTERNATIVES:**

None identified.

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**RECOMMENDATION:**

This item is presented for information and discussion only, as part of MCOG’s overall budget workshop. The Final FY 2023/24 Overall Work Program will be scheduled for TAC review and recommendation in May, and MCOG adoption in June.



## **Project Updates**

### **South DEAL**

**March 2023**

#### **MENDOCINO COUNTY**

##### **OC720-MEN-1-PM 0.63/0.99 – Gualala Streetscape Enhancement Project –**

The purpose of this project is to improve traffic flow and create safe and comfortable facilities for pedestrian and bicycle travel downtown. The project is also intended to improve Gualala's visual character by incorporating landscape and hardscape features into the project. The Active Transportation Program (ATP) grant was adopted by the California Transportation Commission at the December 7-8, 2022 meeting. The project is scheduled to begin construction in 2026.

**MEN-1-PM 6.50/9.50 – Widen Shoulders** – This project proposes to improve shoulder width along two curves on Highway 1. The project is split into two sections, post mile (PM) 6.55 to 6.75 and PM 9.30 to 9.45. The project elements include shoulder widening and metal beam guard rail (MBGR) wall. The project proposes to provide 4-foot shoulders in both the northbound and southbound directions. The project will also include a superelevation improvement. Construction is targeted to begin in summer 2024. The current estimated capital cost of the project including mitigation is approximately \$5 million.

**OE110-MEN-1-PM 31.35 – Elk Creek Bridge** – The scope of the current programmed project for rail replacement has been revised to a bridge improvement project with an alternative for bridge replacement to address scour concerns. The project has completed the design phase and is currently being prepared for advertisement. This project is targeted to begin construction in fall 2023.

**MEN-1-PM 33.70/R51.00 – Elk to Mendocino CAPM** – This \$22.5 million SHOPP pavement project proposes to restore and preserve the drivability and serviceability of Route 1 PM 33.70 to R51.00. Project Approval and environmental clearance was met in December 2021, the project is currently in the design phase, and construction is targeted to begin in spring 2024.

**OC550-MEN-1-PM 42.44/43.20 – Navarro Ridge Safety** – This shoulder widening project proposes to widen existing shoulders in both directions to 4 ft., perpetuate the existing centerline rumble strip, and install metal beam guardrail. Work will include replacement of four culverts, nine drainage inlets and the extension of three culverts. The project was initiated by District 1 Traffic Safety Office in response to a high incidence of run-off-road collisions. The construction capital estimate is \$3.75 million. All permits have been issued. Construction is scheduled for summer 2023.

**OE940-MEN-1-PM 42.30/42.50 – Navarro Drainage** – The scope of this project is to abandon the existing culvert and to install a new 36-inch diameter culvert. The culvert inlet will remain at the same place and the outlet will be relocated approximately 30 ft. to

the south for better alignment with natural channel. A 20 ft. by 9 ft. rock energy dissipater will be installed at the outlet. The roadway embankment side-slopes and the embankment of a private driveway will be repaired and revegetated. Shoulders will be widened to 4 ft. Additional items include restriping and replacement of centerline rumble strip and dike. The construction capital estimate is \$1.9 million. All permits have been issued. Construction is scheduled for summer 2023.

**40140-MEN-1-PM 42.4/43.3 – Salmon Creek Bridge** – This project proposes to improve the structural and geometric deficiencies of the bridge and approach roadways to ensure uninterrupted traffic movements in the event of an accident, seismic event, or other catastrophic failure; significantly reduce ongoing maintenance costs; provide wider shoulders for motorists experiencing breakdowns and provide safe bicycle and pedestrian movement across Salmon Creek. The District has programmed a separate sandblast waste-abatement project to address the lead impacted soils caused by sand blast waste created from past bridge maintenance activities. The lead abatement project is anticipated to begin construction in 2027. The current construction capital estimate for the bridge replacement project is \$ 64.8million.

**MEN-1-PM 43.3/44.2 – Albion River Bridge Maintenance** – The purpose of this maintenance project is to preserve the structural integrity, extend the life of the Albion River Bridge and to prevent further degradation of the existing wooden structure by repairing horizontal timber members that have areas of decay, replacing approximately 1,100 bolted connections throughout the entire timber sub-structure and removing the rusted and failed utility conduit along the right side of the bridge. Phase 1 has been completed and Phase II is expected to go to construction in fall 2022. A follow up maintenance project is planned for spring 2022 to repair 53 timber scabs and inspect three split ring connectors and one mole claw plate.

**40110-MEN-1-PM 43.3/44.2 – Albion River Bridge** – This project proposes to improve function, geometrics and the seismic and structural integrity of the Albion River Bridge and approach roadway to ensure uninterrupted traffic movement in the event of a collision or emergency incident, seismic event or other catastrophic failure, significantly reduce ongoing maintenance costs, provide wider shoulders for motorists experiencing breakdowns and provide safe access for pedestrians and bicyclists across the bridge. The initial geotechnical investigations have been completed. Additional drilling for the geotechnical investigation will occur in the next phase of the project following the selection of a preferred alternative. Environmental clearance was expected by August 2022 but is now delayed until December 2024, due to a change in environmental document type. Although construction is scheduled to begin in summer 2027, local opposition to the project may delay begin construction. The construction capital estimate is \$53.4 million.

**43484-MEN-1-PM 51.45 – Jack Peters Bridge Widening & Rail Upgrade** – The purpose of this project is to improve function by increasing bridge shoulder width for bicyclists and to ensure uninterrupted traffic movement in the event of a collision or emergency incident, construct separated pedestrian walkways on the west side of the structure to provide safe access for pedestrians and upgrade bridge rails to meet

current design standards. Environmental clearance was completed in February of 2022. Construction on the Jack Peters Creek Bridge is scheduled to begin construction fall 2023.

**MEN-1-PM 59.8/62.1 – Fort Bragg ADA** – This \$6.1 million project proposes to replace/install curb ramps, sidewalks, driveways, and crosswalk pavement markings in the community of Fort Bragg. The Local Coastal Development Permit was submitted on 6/17/22. Construction is scheduled to begin in 2023.

**43480-MEN-1-PM 61.99 – Pudding Creek Bridge Widening & Rail Upgrade** – The purpose of this project is to improve function by increasing bridge shoulder width for bicyclists and to ensure uninterrupted traffic movement in the event of a collision or emergency incident, construct separated pedestrian walkways on both sides of the structure to provide safe access for pedestrians and upgrade bridge rails to meet current design standards. MCM Construction, Inc. has started work on the Pudding Creek Bridge.

**MEN-1-PM 65.13/65.49 – Men-1 Widen Shoulders** – The purpose of this \$2.1 million safety project is to reduce the frequency and severity of collisions by widening the shoulders near Nameless Rd. Widening will require drainage improvements. Environmental clearance was met on December 30, 2020. Construction is scheduled for summer 2023.

**MEN-1-PM 87.90/105.60 – Rockport to Leggett CAPM** – This \$22.2 million SB1 pavement project proposes to restore and preserve the drivability and serviceability of Route 1 PM 87.90 to 105.60. The project is in the design phase and should begin construction in 2023.

**MEN-20-PM 19.1/20.3 – James Creek East & West Safety** – The purpose of this \$2.9 million safety project is to reduce the frequency and severity of collisions with geometric improvements. The contract was awarded to Granite Construction. Construction started in June and is scheduled to go through 2023.

**MEN-20-PM 33.4/34.2 – Calpella 2 Bridge Replacements** – This \$32.4 million project, just east of Highway 101, proposes to replace the two bridges that span the Russian River, the railroad, and East Side Road in Redwood Valley. The project will also make improvements to Road 144 (connector from Highway 20 to East Road) intersection. Bridge construction will be off alignment to reduce impacts to local communities and Highway 20 and 101. The construction contract has been awarded to MCM Construction, Inc. Construction has begun and should be completed in 2025.

**MEN-101-PM 1.4/1.7 – Comminsky Permanent Restoration** – This \$7.4 million project proposes to construct a wall to restore the roadway to pre-storm damage conditions and reduce the risk of future damage. This project is currently out to bid. Construction is planned for the 2023 season.

**OL110-MEN-101-PM R9.5/10.8 – La Franchi Left Turn Pocket** – This is a new safety project initiated in response to the number of collisions occurring in this segment from Hopland Overhead to Feliz Creek Bridge. This project proposes to

construct a northbound left turn lane at La Franchi Road, realign the La Franchi Road intersection to a 90-degree angle, widen shoulders to 8 feet, construct a southbound left turn lane at a commercial driveway (PM 10.6), and add centerline rumble strip. Project is in the Environmental phase. Construction is planned for summer 2026.

**MEN- 101-PM 9.9/11.2 – Hopland ADA** – This \$11 million project proposes to correct non-compliant ADA pedestrian features, rehabilitate pavement, and add traffic calming/complete streets features in the community of Hopland. Project Approval has been completed. Design will start in Sept. 2022, and the project is targeted to begin construction in 2025.

**MEN-101-PM R21.00/R28.60 – Ukiah Rehab** – This \$45.810 million SB1 pavement rehabilitation project proposes to restore and preserve the drivability and serviceability of Route 101 PM R21.00 to R28.60. Project Approval phase is complete and design phase has begun. Targeted to begin construction in 2025.

**MEN-101-PM 30.8/R33.8 – Calpella Cable Median Barrier** – This \$6.3 million safety project proposes to install High Tension Cable Barrier within the median of Route 101 PM 30.8 to R33.8. The project is in the Design phase and targeted to begin construction in 2023.

**MEN-101-PM R33.73/R43.20 – Ridgewood Class 1 Pavement** – This \$40.5 million SB1 pavement rehabilitation project proposes to restore and preserve the drivability and serviceability of Route 101 PM R33.73 to R43.20. The project is targeted to begin construction in 2023.

**MEN-101-PM 41.2/R42.8 – South Willits Median** – This \$10.8 million safety project proposes to install High Tension Cable Barrier within the median of Route 101 PM 41.2 to R42.8. The project is in the Project Approval phase and targeted to begin construction in 2024.

**MEN-101-PM 43.5/51.30 – Willits Bypass Mitigation Project** – This project will mitigate the wetland, riparian, and oak woodland impacts resulting from constructing Phase 1 of the Willits Bypass. Completed work includes seven acres of wetland creation and erosion control repairs; fencing for rotational grazing and wetland/riparian corridor protection; project water supply infrastructure; and service contracts for seed collection and plant propagation. The initial planting and establishment is complete. The project will continue to be monitored per the MMPs (Mitigation Monitoring Plans) until 2028.

**OH170-MEN-101-PM 48.96/55.06 – Oilwell Class 1 Pavement** – This \$8.7 million SB1 pavement rehabilitation project proposes to restore and preserve the drivability and serviceability of Route 101 PM R33.73 to R43.20. The project will also add the placement of High Friction Surface Treatment. The project received Project Approval in fall of 2021 and is now in the design phase. The project is targeted to begin construction in 2024.

**OK890MEN-101-PM 50.7/52.2 – Oilwell Hill Safety** – This is a safety project initiated in response to a number of collisions occurring in this segment from Outlet Creek Bridge to 0.4 mile north of Ryan Creek Road. This project proposes to widen the

roadway to add a 10-foot median and place a concrete median barrier where three fatal crossover collisions have occurred and upgrade guardrail a. Environmental studies have started and construction is scheduled for 2025.

**MEN-101-PM 55.0/64.9 – Longvale Rehab** – This \$26.9 million project near Willits, from 0.5 mile south of Shimmins Ridge Road to north of Old Sherwood Road, proposes to rehabilitate roadway, upgrade guardrail, and add Transportation Management System (TMS) elements. This project is in the Environmental phase and is on schedule to begin construction in the 2024 season.

**OH150-MEN-162- PM 0/25.7 – Covelo Pavement** – This \$36.1 million pavement project proposes to rehabilitate 50.73 miles of pavement, upgrade signs, and update guardrail. Project Approval was achieved in June 2022 and the project is targeted to begin construction in 2024.

**OA131-MEN-162-PM 8.2 – South Fork Eel River Bridge Seismic** – This bridge has been identified as being seismically vulnerable and needing bridge rail upgrade. A bridge replacement alternative has been selected by the project team. This \$17 million project reached environmental clearance on 12/15/20. Construction to begin in the 2023 season.

**MEN-162-PM 11.5/11.8 – Rodeo Creek Slide II** – This \$38 million permanent restoration project proposes to construct a wall to restore the roadway to pre-storm damage conditions and reduce the risk of future damage. The construction contract was awarded to Mercer-Fraser Company and is currently in construction and is on schedule to be completed in 2024.

**MEN-162-PM 29.18/30.67 – Covelo Trail Project** – This trail project proposes to construct a Class I separated multi-use trail parallel to Highway 162 just north of the community of Covelo. The project is being administered by the Mendocino Council of Governments with oversight provided by Caltrans. Construction is expected in 2023.

**OJ631-MEN-253-PM 1.7/2.5 – Soda Creek Wall** – This \$20.6 million permanent restoration project proposes to construct a wall to restore the roadway to pre-storm damage conditions and reduce the risk of future damage. Project Approval was met on 3/1/22 and is now in the design phase. Construction is scheduled to begin in the 2023 season, if winter suspension is necessary construction would begin 2024.

**MEN-271-PM 19.6/20.0 – McCoy Creek Sinks** – This \$4.2 million Permanent Restoration project proposes to construct a wall to restore the roadway to pre-storm damage conditions and reduce the risk of future damage. This project was awarded to Granite Construction and should begin work this season. Construction is on schedule to be completed in 2024.

**HUM/MEN-VAR-PM VAR – Hum-101/Men-271 Culverts** – This is a \$2.8 million project that proposes to rehabilitate or replace 14 drainage systems along Hwy 101 in Humboldt County and on Route 271 near Piercy, from Bear Pen Road to 0.5 mile north of Route 101 Separation in Mendocino County. The project is currently in

the award process and the apparent low bidder is Wylatti Resource Management. Construction started this summer.

## **LAKE COUNTY**

**LAK-VARIOUS – Morrison, Robinson and Kelsey Creek Bridge Widening and Replacement** – This \$8.6 million project proposes to widen Morrison (Highway 20) and Robinson Creek Bridges (Highway 29) and replace Kelsey Creek Bridge (Highway 175). The project started construction and is expected to be completed in late 2023.

**LAK-20-PM 2.0/2.8 – Blue Lakes Safety Project** – This \$15.7 million safety project on Highway 20, adjacent to Blue Lakes, proposes to widen shoulders, improve the horizontal curve, and to construct a sight bench. Environmental clearance was completed on 9/22/20. Project is expected to begin in summer 2023.

**LAK-29-PM 4.15/5.14 – Middletown Multi-Use Path** – This project proposes a Class I multi-use trail parallel to Highway 29 on the west side, from Rancheria Road to Central Park Road. The project is administered by the County of Lake with oversight provided by Caltrans. Construction is scheduled to begin this fall.

**LAK-29-PM 17.6/18.0 – Lake 29/C Street Left Turn Channelization** – This is a safety project initiated in response to a number of collisions occurring at this intersection. This project proposes to provide left turn channelization for northbound traffic on Highway 29 turning onto C Street and provide refuge for eastbound traffic on C Street turning onto northbound Highway 29. Environmental studies are beginning, and construction is scheduled for 2026.

**29831 & 29841-LAK-29-PM 23.8/31.6 – Konocti Corridor** – The scope of this project is to replace 8 miles of existing 2-lane conventional highway with new 4-lane divided expressway on a new alignment. The environmental document was completed in 2016 and covers the entire 8-mile project; however, the project will be constructed in three phases (segments) depending on availability of funding. The first phase (segment 2C = 28.5/31.6) of the project is under construction. The \$53.6 million construction contract was awarded to OC Jones & Sons in November 2019. Design work on the



remaining two phases began in July 2018 and has continued to date; however, construction and right of way funds have not been secured. An application was submitted for the next cycle of the Trade Corridors Enhancement Program (TCEP) funding under Segment 2B for Right of Way support and capital. The department expects to hear whether funding from TCEP will be obtained in June 2023.





# MENDOCINO COUNCIL OF GOVERNMENTS

**Agenda # 10d**  
Reports  
MCOG Meeting  
5/01/2023

## STAFF REPORT

TITLE: Summary of Meetings

DATE PREPARED: 4/21/2023

SUBMITTED BY: Jody Lowblad, Administrative Assistant

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

Date	Meeting/Event	Staff
Mar 24	North State Super Region (NSSR) Working Group	Orth
Mar 28	StreetSaver Training	Vila
Mar 29	MTA Meeting	Sookne
Mar 30	KZYX Interview	Barrett
Apr 4	Regional Transportation Planning Agency (CT/RTPA) Director Meeting	Barret & Davey-Bates
Apr 4	Charging & Fueling Infrastructure (CFI) Grant Meeting w/County	Orth
Apr 5	Gualala Meeting	Barrett
Apr 10	Rural Planning Assistance (RPA) Meeting w/Caltrans HQ	Barrett
Apr 12-13	California Transportation Commission (CTC) Town Hall with North State Super Region in Anderson/Redding	Orth
Apr 13	ChargePoint Meeting	Ellard & Rodriguez
Apr 14	Mobility Solutions Meeting w/AMMA	Barrett & Ellard
Apr 17	REAP Meeting w/Willits	Sookne
Apr 18-21	Transportation Planning Fundamentals for California Streets – Training	Vila & Sookne
Apr 18	Electric Vehicle (EV) & Climate Adaptation Grant Meeting	Orth & Ellard
Apr 19	California Academy for Regional Leaders (CARL) Meeting	Pedrotti
Apr 19	Municipal Advisory Council (MAC) Meeting in Hopland	Barrett
Apr 19	Meeting w/Point Arena	Barrett
Apr 20	Great Redwood Trail Agency (GRTA) Meeting- Healdsburg	Ellard
Apr 20	Strategic Highway Safety Plan (SHSP) Steering Committee Meeting	Barrett
Apr 20	MTA Ukiah Transit Center Meeting w/LSC	Barrett, Ellard and Sookne
Apr 20	CalCOG Directors Association of California (CDAC) Briefing	Barrett
Apr 20	Blue Zones Steering Committee	Barrett
Apr 21	MTA Ukiah Transit Center Charrette/Pop up at Pear Tree Center	Ellard
Apr 22	MTA Ukiah Transit Center Charrette/Pop up at Farmers Market	Ellard
Apr 24	Safe Streets and Roads for All (SS4A) for Rural and Tribal Applications	Ellard
Apr 26	Local Transportation Climate Adaptation Program (LTCAP) Guidelines Workshop	Ellard
Apr 26	North State Zero Emissions Vehicle (ZEV) Working Group	Orth & Rodriguez
Apr 26	Caltrans District 1 Mendocino Bi-annual Tribal Meeting	Barrett and Ellard

We will provide information to the Board 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  
STAFF REPORT

Agenda # 10fi  
Reports  
MCOG Meeting  
5/01/2023

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**TITLE:** Feasibility Study - MTA Ukiah Transit Center

**DATE PREPARED:** 4/19/23

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**SUBMITTED BY:** Loretta Ellard, Deputy Planner

**MEETING DATE:** 5/1/23

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**BACKGROUND:**

This report is to give you an update on the feasibility study and location analysis for MTA's new Ukiah Transit Center planning project that got underway in December. The purpose of this project is to evaluate potential locations (including opportunities for multi-modal improvements) for a new transit center in the greater Ukiah area.

MCOG and MTA staff have continued to attend project meetings, review materials, and coordinate with the consultant team (LSC Transportation Consultants, Inc.).

The public outreach and community engagement effort (*advertised through local news media, MCOG website subscriber list, and email contact lists*) is now underway with the launch of an online survey, online recorded virtual workshop, and two upcoming in-person charrette events:

- On-site at Pear Tree Center Bus Stop, Friday, 4/21 (1:00 p.m. – 4:00 pm.)
- On-site at Ukiah Farmer's Market, Saturday, 4/22 (9:00 a.m. – 12:00 p.m.)

A project page is posted on MCOG's website at <https://www.mendocinocog.org/ukiah-transit-center> where individuals may learn about the project, take a brief survey, view a virtual workshop presentation, learn about public outreach events, and review project deliverables/reports.

As previously reported, the anticipated schedule for this planning project is as follows:

December 2022: Kick-off meeting, Potential Site Location Tour, Stakeholder Workshop – *completed*  
February 2023: Tech Memo 1: Program and Potential Site Analysis – *completed*  
April 2023: Online Survey, Planning Charrette, and Stakeholder Interviews – *in process*  
July 2023: Tech Memo 2: Scoring Criteria and Site Selection  
September 2023: Draft Final Report  
November 2023: Final Report

MTA will utilize the recommendations in the final report to pursue next steps of property acquisition, environmental process, design, and construction of the new facility and multimodal improvements. This planning study is funded in the current year's Overall Work Program (Work Element 3).

We will continue to report as the project progresses.

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**ACTION REQUIRED:** Information only.

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**ALTERNATIVES:** N/A.

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**RECOMMENDATION:** Information only.