



MENDOCINO COUNCIL OF GOVERNMENTS

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www.mendocinocog.org

NEPHELE BARRETT, EXECUTIVE DIRECTOR

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AGENDA

Monday, June 3, 2019 at 1:30 p.m.

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

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 and 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. Acceptance of Plan and Presentation: Zero Emission Vehicle & Alternative Fuels Readiness Plan Update – *W-Trans* Ref: <https://www.mendocinocog.org/draft-mendocino-county-zev-plan-update>
6. Acceptance of Report and Presentation: Pedestrian Facility Needs Inventory & Engineered Feasibility Study – *TrailPeople* Ref: <https://mendopedestrian.org/>
7. Technical Advisory Committee Recommendations of May 22, 2019:
 - a. Adoption of Final Fiscal Year 2019/20 Planning Overall Work Program (OWP)
 - b. Allocation of Additional Regional Surface Transportation Program (RSTP) - Partnership Program Funds for the Covelo SR 162 Corridor Multi-Modal Trail Project to Supplement State Active Transportation Program (ATP) Grants, Not to Exceed \$200,000
 - c. Programming and Award of Highway Infrastructure Program (HIP) Funds to City of Ukiah’s Downtown Streetscape Project in the Amount of \$548,913

8. Fiscal Year 2019/20 RTPA Budget:
 - a. Adoption of Resolution #M2019-02 Allocating Fiscal Year 2019/20 Funds and 2018/19 Carryover Funds for Administration, Bicycle & Pedestrian Facilities, Planning and Reserves
 - b. Adoption of Resolution #M2019-03 Finding That There Are Unmet Transit Needs That Are Reasonable To Meet for Fiscal Year 2019/20
 - c. Adoption of Resolution #M2019-04 Allocating Fiscal Year 2019/20 Local Transportation Funds, State Transit Assistance, and FY 2018/19 Carryover Capital Reserve Funds to Mendocino Transit Authority
 - d. Adoption of Resolution #M2019-05 Allocating Regional Surface Transportation Program Funds for Fiscal Year 2019/20 MCOG Partnership Funding Program, Local Assistance, and Distribution By Formula To Member Agencies
9. Transit Productivity Committee Recommendation of May 2, 2019:
Approval of Resolution #M2019-___* Adopting a Farebox Standard of Ten Percent Consistent With the Minimum State Requirement for Non-Urban Transit Operators

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.

10. Approval of May 6, 2019 Minutes
11. Adoption of Resolution #M2019-___* Approving the Programming of FTA Section 5311(f) Intercity Bus Program Funds for Mendocino Transit Authority's Project Proposal: Continuation of Route 65 Service
12. Appointments to Social Services Transportation Advisory Council (SSTAC)

RATIFY ACTION

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

REPORTS

14. Reports – Information - *No Action*
 - a. Mendocino Transit Authority
 - b. North Coast Railroad Authority
 - c. MCOG Staff – Summary of Meetings
 - d. MCOG Administration Staff – *verbal report*
 - e. MCOG Planning Staff – *verbal report*
 - f. MCOG Directors
 - g. California Association of Councils of Governments (CALCOG) Delegates

ADJOURNMENT

15. 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 5/29/2019

*** Next Resolution Number: M2019-06**



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

Agenda #5
Regular Calendar
MCOG Meeting
6/3/2019

TITLE: Zero Emission Vehicle & Alternative Fuels Readiness Plan Update **DATE PREPARED:** 5/23/19

SUBMITTED BY: Loretta Ellard, Deputy Planner

MEETING DATE: 6/3/19

BACKGROUND:

As reported at last month's meeting, the current year's Overall Work Program contains a project to update MCOG's *Zero Emission Vehicle & Alternative Fuels Readiness Plan* (W.E.17). This plan was first developed in FY 2012/13, with a follow-up feasibility study (Phase II) occurring in FY 2014/15.

The purpose of this project is to update and revise the existing plan to reflect changes that have occurred over the past five years, address deficiencies, update steps to implementation, and integrate recent alternative fuels interregional planning into the document. The update includes an assessment of evolving electric vehicle charging station needs within the County and development of a framework to guide the implementation of related infrastructure in the coming years. It also places this in the context of regional planning for the development of other alternative fuels.

The project is funded with State Rural Planning Assistance Funds (\$54,000), programmed as follows: MCOG Staff \$8,500; Direct Costs \$500; Consultant \$45,000; Total Project \$54,000.

Following a second competitive procurement cycle (after the first round received no responses), a contract was executed in January 2019 with the successful consultant (*W-Trans Traffic Engineering & Transportation Planning*) totaling \$44,720. Due to the extra time needed for procurement, the schedule allowed less than six months to complete the project before the end of the fiscal year (6/30/19) to expend the State funding and avoid potential carryover issues.

A ZEV Advisory Group (ZAG) (*composed of County, City, Caltrans, utilities, public, private and nonprofit stakeholders, and MCOG planning and administrative staff*) met regularly throughout the project to provide input during the plan update effort. Janet Orth (MCOG Administration) contributed greatly to the project with her wealth of knowledge and experience with MCOG's prior Zero Emission Vehicle (ZEV) plans.

The project is now nearly complete, and the consultants (*Barry Bergman & Nick Bleich, W-Trans*) will provide a PowerPoint presentation of the plan update at this meeting. The draft plan has been posted to MCOG's website (www.mendocinocog.org) and hard copies will be made available upon request. Due to the tight timeline to review the draft, ZAG members may have comments or suggested edits to submit at the June 3 meeting.

ACTION REQUIRED: After presentation, accept *Zero Emission Vehicle & Alternative Fuels Readiness Plan Update*. If edits are desired, provide direction to consultant or staff to finalize as needed by 6/30/19.

ALTERNATIVES: The Board may choose to defer acceptance of the plan to the August meeting, after any needed edits are made.

RECOMMENDATION: Accept *Zero Emission Vehicle & Alternative Fuels Readiness Plan Update*, directing consultant to work with MCOG staff to incorporate any desired edits and finalize plan by 6/30/19.



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 6
Regular Calendar
MCOG Meeting
6/3/2019

STAFF REPORT

TITLE: Pedestrian Facility Needs Inventory & Engineered Feasibility Study **DATE PREPARED:** 5/23/19

SUBMITTED BY: Loretta Ellard, Deputy Planner

MEETING DATE: 6/3/19

BACKGROUND:

As reported at last month's meeting, the current year's Overall Work Program contains a carryover project to conduct the countywide "*Pedestrian Facility Needs Inventory & Engineered Feasibility Study*" project. The purpose of the project was to study the needs, priorities and feasibility of improving identifiable deficiencies within the pedestrian networks of the four incorporated cities, as well as the unincorporated communities in the County.

This project (\$278,978) consists of two components, funded as follows:

W.E. 19 – South Coast/Greater Point Arena – \$76,528 – *State Rural Planning Assistance (RPA) funds*
(\$6,028 MCOG staff; \$500 direct costs + \$70,000 Consultant)

W.E. 21 – Inland/North Coast - \$202,450 – *Caltrans Sustainable Communities grant, plus local matching funds*
(\$15,250 MCOG staff + \$187,200 Consultant)

Following a competitive procurement process, a contract was executed in March 2018 with the successful consultant (*TrailPeople Landscape, Architects & Planner, with sub-consultants GHD and Local Government Commission*) totaling \$257,200.

The project is nearly complete, and a member of the consultant team (*Sofia Zander, TrailPeople*) will provide a PowerPoint presentation of the draft final report to the Board at this meeting. The report has been posted to MCOG's website (www.mendocinocog.org) and is available for Board and public review prior to the meeting. Hard copies of the final report (after MCOG acceptance, subject to any final edits) will be provided upon request.

Please note that a Technical Advisory Group (TAG) comprised of Caltrans, County and City representatives (*mainly MCOG's Technical Advisory Committee members*) have met regularly throughout this project and have had ongoing communication with the consultant, with ample opportunities to review draft documents and provide input during this process. The final report from this study will provide a valuable tool to help local agencies seek funding from a variety of active transportation and other grant programs.

ACTION REQUIRED: After presentation, accept draft final report. If edits are desired, provide direction to consultant to finalize as needed by 6/30/19.

ALTERNATIVES: The Board may choose to defer acceptance of the report to the August MCOG meeting, after any desired edits are made.

RECOMMENDATION: Accept draft final *Pedestrian Facility Needs Inventory & Engineered Feasibility Study* report.



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 7a
Regular Calendar
MCOG Meeting
6/3/2019

STAFF REPORT

TITLE: FY 2019/20 Final Overall Work Program (OWP)

DATE SUBMITTED: 5/23/19

SUBMITTED BY: Loretta J. Ellard, Deputy Planner

MEETING DATE: 6/3/19

BACKGROUND:

Enclosed for your review and approval is the proposed FY 2019/20 Final Overall Work Program (OWP). The TAC reviewed this OWP at their meeting of May 22, 2019, and recommended that it be approved.

As reported during the budget overview at the May MCOG meeting, the Draft Work Program was reviewed and recommended by the TAC in February, and submitted to Caltrans by the March 1, 2019 due date. This Final Work Program includes the projects recommended in the Draft, as well as the addition of three carryover projects. It also responds to Caltrans' comments on the Draft, which were minor.

We are happy to report that both of our submitted grant projects (W.E. 5 & W.E. 8) were recently awarded by Caltrans! Proposed work elements are as follows:

W.E.	Agency	Project	Amount
1	MCOG	Regional Government & Intergovernmental Coordination	\$ 113,498
2	MCOG	Planning Management & General Coordination (Non-RPA)	\$ 94,999
3	MCOG	Community Transportation Planning & Coordination	\$ 10,750
4	MCOG	Sustainable Transportation Planning	\$ 10,500
5	MCOG	SB743 VMT Regional Baseline Study – <i>Grant Awarded</i>	\$ 135,001
6	Co. DOT	Combined Special Studies	\$ 60,000
7	MCOG	Planning, Programming & Monitoring (PPM)	\$ 66,864
8	MCOG	Mendo. Co. Fire Vulnerability Assess./Emergency Preparedness – <i>Grant Awarded</i>	\$ 281,000
12	Ukiah	Comprehensive ADA Access Plan Update <i>(Carryover)</i>	\$ 35,000
13	Co. DOT	Orchard Ave. Extension Feasibility Study Grant Match <i>(Carryover)</i>	\$ 7,608
14	MCOG	Training	\$ 21,500
15	Fort Bragg	Transportation Planning for Mill Site Reuse & Rezoning <i>(Carryover)</i>	\$ 41,361
16	MCOG	Multi-Modal Transportation Planning	\$ 31,500
18	MCOG	Geographic Information System (GIS) Activities	\$ 5,850
20	MCOG	Grant Development & Assistance	\$ 23,915
----	MCOG	Pavement Management Program (PMP) Triennial Update – <i>RESERVE</i>	\$ 50,000
		Total	\$ 989,346

As proposed, the FY 2019/20 Final Overall Work Program includes 15 work elements and totals **\$989,346**. For comparison purposes, the Final (Amended) FY 2018/19 Overall Work Program contains 20 work elements and totals \$1,381,130.

The financial summary pages (8-11) provide a breakdown of funding sources and claimants. Carryover amounts are estimates, and adjustments will be made in an amendment after the fiscal year end closes.

ACTION REQUIRED: Adopt FY 2019/20 Final Overall Work Program.

ALTERNATIVES: Revise work elements or refer back to TAC (*not recommended*).

RECOMMENDATION: Accept TAC's recommendation to adopt FY 2019/20 Final Overall Work Program, and authorize Executive Director or designee to sign certifications and OWP Agreement and forward to Caltrans as required.

Attachment: FY 2019/20 Final Overall Work Program



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

Agenda # 7b
Regular Calendar
MCOG Meeting
6/3/2019

TITLE: Proposed Additional RSTP Partnership
Program Funding for SR 162 Multi-Use Trail

DATE PREPARED: 05/24/19
MEETING DATE: 06/03/19

SUBMITTED BY: James Sookne, Project Manager

BACKGROUND:

MCOG is currently in the final design and right of way (ROW) phase on the SR 162 Multi-Use Trail in the Covelo area. This project is primarily funded through Active Transportation Program (ATP) grants received in Cycle 1 and 2 of the program.

In 2014, based on a Technical Advisory Committee (TAC) recommendation, the MCOG Board approved \$250,000 in RSTP Partnership Program funding for the project. Of the \$250,000, \$97,000 was used as local match for various phases for the ATP grants to make them more competitive. To date, MCOG has expended all ATP funding for the environmental and design phases of the project and has started dipping into the remaining \$153,000 in RSTP funds. There is approximately \$97,500 left of the original \$250,000 in RSTP funds that were allocated towards this project.

Unfortunately, there is roughly \$232,400 remaining in the contract with GHD, the design consultant. That leaves a deficit of about \$134,900. The contract with GHD has increased as a result of additional design requirements resulting from the environmental work. In addition to the \$232,400 owed to GHD, there is also the cost of plant propagation required for the environmental mitigation work.

Staff is seeking an additional \$200,000 in RSTP Partnership Program funding for this project. This total would cover the remainder of the GHD contract, the necessary plant propagation work, and help with any overages that may arise from the ROW or construction (CON) phases. Without these additional funds, staff will be unable to get this project to the CON phase and may be liable to return any ATP funds that have already been spent.

The current balance of available RSTP Partnership Funding is \$811,515. Each year, \$100,000 is added to the fund balance from the region's Regional Surface Transportation Program funding. Aside from the Covelo trail, these funds have previously been used on the following projects:

- Simpson Lane roundabout
- Branscomb Road pedestrian bridge
- Electric vehicle charging stations in Fort Bragg, Point Arena, and Willits
- North State Street signal upgrade
- North State Street/US 101 interchange modeling

Staff presented the request to the TAC on May 22, 2019 where a unanimous recommendation was made to the Board to allocate an additional \$200,000 of RSTP Partnership Program funding to the SR 162 Multi-Use Trail Project.

Staff will be available at the meeting to answer any questions.

ACTION REQUIRED: Approve an additional \$200,000 of RSTP Partnership Program funding for the SR 162 Multi-Use Trail Project, for a total of \$450,000 from this funding source.

ALTERNATIVES: Do not approve the additional RSTP funding (not recommended).

RECOMMENDATION: Allocate an additional \$200,000 of Regional Surface Transportation Program (RSTP) Partnership Program funding to the SR 162 Multi-Use Trail Project.



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

Agenda # 7c
Regular Calendar
MCOG Meeting
6/3/2019

TITLE: Highway Infrastructure Program (HIP) Funding Award

DATE PREPARED: 5/24/19

MEETING DATE: 6/3/19

SUBMITTED BY: Nephele Barrett, Executive Director

BACKGROUND:

We have recently received notification from Caltrans of funding available to the region through the Highway Infrastructure Program (HIP). This is a new federal funding source available for award by the RTPA for road/street/highway construction projects. The Mendocino County region has an apportionment of \$321,047 for FY 18/19 and \$227,866 for FY 17/18. Funds must be used on facilities that are on the Federal Aid System, classified higher than a rural minor collector. These funds can be combined to be used on one single project. FY 17/18 funds must be obligated by September 30, 2021, and FY 18/19 funds by September 30, 2022. There is a 20% non-federal match required. This program was included in the current Federal transportation bill (FAST Act), so it is unknown if it will be an ongoing source for the region. Please see the attached Fact Sheet for additional information.

Staff discussed the funds and possible award options with the TAC at both their April and May meetings. Given the limitations on the use of the funds and the timeline for obligation, the options are somewhat limited. The primary options are to award funding for an existing federalized project that is far along in project development or a new project with simple project development. The TAC discussed these options and potential projects and ultimately recommended that the \$548,913 in HIP funding be awarded to the City of Ukiah's Downtown Streetscape Project. If the City is not able to use the funding on this project, the TAC requested that the funding decision return to the TAC for reconsideration.

The project is in the final stages of project development, with award of a construction contract anticipated in early fall of this year. This project is currently funded through a combination of STIP funds awarded by MCOG, federal Highway Safety Improvement Program (HSIP) funds, and City Measure Y funds. Utility work will also be completed, but is funded through other City resources. Estimates indicate that there will be a funding gap between committed funding and final costs.

At this time, it is recommended that the MCOG Board approve programming of the available FY 17/18 and 18/19 HIP funds for the City of Ukiah Downtown Streetscape Project. Following approval by the MCOG Board, staff will submit a request to Caltrans to have the funding programmed in the Federal State Transportation Improvement Program (FSTIP). Once the FSTIP programming is complete, the City will be able to request authorization of the funding.

ACTION REQUIRED: Approve programming of the available HIP funding for the City of Ukiah's Downtown Streetscape Project.

ALTERNATIVES:

1. Continue this item to a later meeting. This is not recommended due to the time needed to process an FSTIP amendment.
2. Award the funding to a different project.

RECOMMENDATION: The TAC has recommended the following:

Award the FY 17/18 and 18/19 Highway Infrastructure Program (HIP) funding totaling \$548,913 to the City of Ukiah for their Downtown Streetscape Project.

Highway Infrastructure Program Funds Fact Sheet

BACKGROUND

- Made up of two apportionments
 - FHWA Notice N4510.826 issued April 25, 2018 and FHWA Notice N4510.835 issued March 15, 2019
 - <http://www.fhwa.dot.gov/legsregs/directives/notices/n4510826/>
 - www.fhwa.dot.gov/legsregs/directives/notices/n4510835/
- Total of \$4.709 billion appropriated for distribution to the States by formula
- Distributed to States in the same ratio as the FY 2018 and FY 2019 formula obligation limitations, respectively
- Suballocated within State:
 - By population (Local Agency portion, 53% in 2018 and 54% in 2019)
 - Urbanized areas > 200,000 population
 - Areas > 5,000 to 200,000 population
 - Areas 5,000 population or less
 - Any Area (State portion, 47% in 2018 and 46% in 2019)
 - Funding Distribution from CT Transportation Programming
 - www.dot.ca.gov/hq/transprog/federal/fedfiles/res_publications/hip-2018.pdf
- FHWA Highway Infrastructure Program Guidance
 - www.fhwa.dot.gov/federalaid/projects.pdf#page=78

AVAILABILITY OF FUNDS

- The **2018 Apportioned HIP funds** must **obligate by September 30, 2021** and **expend by September 30, 2026**.
- The **2019 Apportioned HIP funds** must **obligate by September 30, 2022** and **expend by September 30, 2027**.
- Funds are not subject to Obligation Limitation. As such, HIP obligations do not count against the Region's/State's balance of formula OA.
- Federal share according to 23 USC 120
 - 90% on interstate, 80% otherwise, subject to sliding scale
 - 100% for certain safety projects

ELIGIBILITY

- Projects eligible according to 23 USC 133(b)(1)(A); e.g. construction of roads, bridges and tunnels.
- PROJECTS MUST BE ON THE FEDERAL-AID SYSTEM. No projects on roads classified as a local road or rural minor collector unless:
 - on a Federal-aid highway system on January 1, 1991
 - for bridges (except new bridge at new location)
 - approved by the Secretary
- Rural minor collectors are differentiated from urban minor collectors using the latest (2010) U.S. Census Maps
 - www.census.gov/geographies/reference-maps/2010/geo/2010-census-urban-areas.html
- For **2019 Apportioned funds**, eligibility also includes "elimination of hazards and the installation of protective devices at railway-highway crossings."

REQUIREMENTS

- Programming and expenditure of funds must be consistent with 23 U.S.C. 134 and 135
 - Projects must be consistent with the Long-Range Statewide Transportation Plan & Metropolitan Transportation Plans
 - HIP funds must be programmed for projects identified in the FTIP/FSTIP prior to obligation
- Disadvantaged Business Enterprises (DBE) rules apply

MISCELLANEOUS

- HIP funds CANNOT be exchanged for State Cash (unlike RSTP funds, per Streets and Highways Code 182.6)
- Follow Local Assistance Procedures Manual to process HIP funding requests.

Q and A

1. Will DLA be allowing Toll Credit to be used for the HIP?
 - a. Yes, the decision to use Toll Credit on a specific project, however, resides with the programming entity (MPO/RTPAs, Bridge/Safety Program coordinators). With the relatively short time frame for which these funds are available, toll credits will help use them faster.
2. Can HIP be used for Safety/ATP projects off the Fed-Aid system?
 - a. No, the 2018 guidelines say the funds cannot be used on local roads and rural minor collectors (off fed-aid system). "Pursuant to section 133(c) of title 23, U.S.C., projects may not be undertaken on a road functionally classified as a local road or a rural minor collector unless the road was on a Federal-aid highway system on January 1, 1991, except; (1) for a bridge or tunnel project (other than the construction of a new bridge or tunnel at a new location); and (2) as approved by the Secretary. Further, 23 U.S.C. 133(g)(1) allowing a portion of Surface Transportation Block Grant funds to be obligated on roads functionally classified as minor collectors does not apply to these funds."
3. Will we have to end up segregating the costs on projects for reporting purposes?
 - a. Yes, costs will need to be segregated on engineer's estimates for dissimilar fund eligibilities as applicable. No special reporting requirements have identified. Separate fund line entries for the HIP funds will be required on the E-76s, Finance Letters, invoices, etc., to allow tracking of the funds usage.
4. Can HIP funds be added to existing projects?
 - a. Yes, eligibility and programming requirements apply.
5. Are Ferry projects eligible under the Highway Infrastructure Program?
 - a. No, see eligibility requirements for more information on what is eligible for HIP funds.
6. Are HIP funds only for the Construction phase of work?
 - a. No, HIP fund may also be used on PE and RW phases of work, so long as the work leads directly to a constructed project.
7. Can HIP funds be used for a Planning Report or Planning Study?
 - a. No, HIP funds must be used to construct a project; hence HIP funds cannot be used for planning reports or planning studies for future projects.
8. How are HIP funds awarded to local agencies?
 - a. The HIP funding distribution among the states is determined by FHWA. Once California receives its distribution, Caltrans Programming further apportions the funding per the population distribution, as required by the HIP. MPOs or RTPAs award the specific HIP projects, in accordance with 133(d)(3) of title 23, U.S.C. MPOs and RTPAs are responsible for programming the HIP projects within their jurisdictions into the FTIP/FSTIP prior to fund obligation.
9. Were additional funds set aside from the second appropriation? If so, who may qualify for those funds?
 - a. Yes, the 2019 Act set aside \$3.25B for other non-HIP programs/activities. This includes bridge replacement and rehabilitation program (\$475M), the Territorial Highway Program (\$5M) and the Nationally Significant Federal Lands and Tribal Projects program (\$25M). Any funding California received from these set asides are not part of the HIP, hence, eligibility and award for these are administered via the rules of each of their respective programs.



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

Agenda # 8
Regular Calendar
MCOG Meeting
6/3/2019

TITLE: Fiscal Year 2019/20 Regional Transportation Planning Agency (RTPA) Budget

SUBMITTED BY: Janet Orth, Deputy Director / CFO

DATE PREPARED: 5/24/2019

BACKGROUND:

I have prepared the stand-alone budget document, enclosed, including an overview, reference material, and the resolutions for adoption with all of the exhibits that detail the budget.

On May 6, I made a presentation to the Council, as an opportunity for input and questions. Staff and council members participated in a workshop to better understand the budget proposals and how these were developed. The draft budget included recommendations from five committees* during budget development, which were documented in the staff report, presentation, and committee meeting minutes (some minutes are pending). All information to date is summarized for the record in the allocating resolutions Total revenues are \$8,568,287, and total proposed allocations are \$7,700,959.

Final notes and changes since the May draft budget workshop include:

#8a. Planning. As anticipated, the Transportation Planning Overall Work Program (OWP) proposal has increased from \$905,377, which consisted of draft funding totals reported at the budget workshop, to \$989,346, resulting from the addition of projects carried over from the previous fiscal year. An amendment is anticipated after close of the fiscal year to add further carryover funds. - *Refer to staff report, Agenda item #7a*

#8b. Unmet Transit Needs. The Transit Productivity Committee (TPC) and Social Services Transportation Advisory Council (SSTAC) have recommended three (5) needs as “reasonable to meet” consistent with adopted definitions. These are anticipated to make use of existing resources, and no additional funding is recommended for the budget.

#8c. Transit. Staff has collected all necessary data to make the findings required by the Transportation Development Act (TDA) for funding of Mendocino Transit Authority’s annual claim. All supporting documentation for the resolution will be on file and available for verification. After MTA adopts their final budget in June, we expect to have all of the information required to be submitted with the claim for funds, i.e. budget and five-year capital plan, before the new fiscal year begins.

#8d. Regional Surface Transportation Program. The resolution details fund balances and carryover not entirely reflected in the budget spreadsheets. RSTP comprises three separate MCOG programs: Partnership Funding, Local Assistance, and Formula Distribution.

Active Transportation Program (ATP) infrastructure grant funding has been added to the budget spreadsheets and Resolution #2019-05. An estimated \$200,000 is carried over from FY 2018/19 of grants allocated to date by the California Transportation Commission

for the SR 162 Corridor Multi-Purpose Trail in Round Valley. This multi-year project has been awarded over \$3 million in grants, including construction. Additionally, staff and the Technical Advisory Committee have recommended a supplemental allocation of MCOG's Regional Surface Transportation Program (RSTP) funds at \$200,000 for this project, as a separate action item from the budget. We have anticipated the requested allocation in fund balances reported in the resolution. - *Refer to staff report, Agenda item #7b for details.*

The Council as a whole has taken no action on the budget during this process. The budget before you now is the result of deliberations by committees and staff. The time has come to adopt the budget, by way of allocating resolutions, for the coming fiscal year.

ACTION REQUIRED:

- a. Adopt the resolution to fund MCOG activities: Administration, Bicycle & Pedestrian Facilities, Planning and Reserves. The budget component for Planning will fund the Overall Work Program. The OWP is to be adopted under a separate agenda item.
- b. Adopt the resolution to make the annual finding of Unmet Transit Needs. This documents the process that began the budget cycle with the Social Services Transportation Advisory Council's workshop last November and will conclude with this finding by resolution.
- c. Adopt the resolution to fund Mendocino Transit Authority operations, capital needs, and senior center transportation contracts.
- d. Adopt the resolution to allocate RSTP funds for MCOG's Partnership Funding Program, Local Assistance, and Distribution by Formula to Member Agencies.

ALTERNATIVES:

- a. If the Council chooses to make changes to the budget for Administration, Bicycle & Pedestrian program, Planning or Reserves, direct staff to adjust the allocating resolutions accordingly and authorize the Chair to execute them, so that funds can be released on time. The next opportunity for Council approval would be the August 19 meeting (unless another special meeting is called), and delay could cause hardship for the agencies that depend upon the funds to be allocated. Or, the Council could release portions of individual budget line items as needed until the budget is adopted. – *changes not recommended*
- b. The Council could adopt an alternative finding that “*there are no unmet transit needs that are reasonable to meet,*” in which case MTA would still pursue grants and other possible solutions. Or the Council could add to the list of needs found “reasonable to meet” and identify funding for them. Or you could choose not to make any finding, thereby not concluding the annual process, which we are not required to conduct. – *not recommended*
- c. The Council could request that MTA further revise their claim. – *not recommended*
- d. The Council could revise its established policy for allocation of RSTP funds. The resolution notes, “It is MCOG's intention to reevaluate its RSTP formula for distribution to the member agencies if a forthcoming federal transportation legislative bill substantially changes the amount of, or designated use of, RSTP funds” (there are no such changes made to date). Also, the

Council could revise the policy for “off-the-top” allocations to the Partnership Funding Program and Local Assistance. – *not recommended*

RECOMMENDATION:

Staff concurs with the five committee recommendations to date. Approve the FY 2019/20 RTPA Budget by adopting the four resolutions for execution by the Chair.

Enclosure: 2019/20 Budget (as separate document)

<p>NOTE: A limited number of print copies of this draft Budget are made available. Copies of the final adopted Budget will be produced and distributed as needed. Electronic copies are available by request and will be posted on MCOG’s website.</p>
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* The five committees are:

- Executive Committee
- Ad Hoc Committee (re staffing contracts)
- Technical Advisory Committee
- Transit Productivity Committee
- Social Services Transportation Advisory Council



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 9
Regular Calendar
MCOG Meeting
6/3/2019

STAFF REPORT

TITLE: TPC Recommendation: Update of MCOG's Transit Performance Farebox Standard

SUBMITTED BY: Janet Orth, Deputy Director / CFO

DATE PREPARED: 5/24/2019

BACKGROUND:

The Transit Productivity Committee's duties include review and recommendation on MCOG's performance standards for public transit operations. According to MCOG's Bylaws, Section 5.4, *"The purpose of the TPC will be to review transit performance and productivity issues in accordance with approved standards adopted by the Council, including review of quarterly reports of the transit operator..."* We interpret this such that MCOG and MTA cooperate to establish appropriate standards for these performance reviews. This system has been reviewed by past independent performance audits and is found to work well.

MCOG's adopted standards were last revised in 2014, when the Cost per Vehicle Service Hour standard was set to a "CPI Adjusted Rolling Average" after extensive research and consultation with our performance auditor at the time, on recommendation of the Transit Productivity Committee. Since then, staff has updated that standard, using the California Consumer Price Index inflation rates, and applied the update to each annual performance review. This system also is working well.

The latest development to affect MCOG's performance standards is Senate Bill 508, passed into law in 2015, effective July 1, 2016. This amended the Transportation Development Act (TDA) such that the required fare revenue ratio for all non-urban transit operators was set to 10%. Up to that point, MTA's required farebox was grandfathered at 14.7%. MCOG's adopted standards are 15% for MTA and 12% for senior centers' contracted transportation services.

Last year's TPC meeting on May 17, 2018 included a recommendation to MCOG's Board to "consider reducing its farebox standard to ten percent over the next few years and revisit the issue this time next year with another year or two of performance data."

MTA's Long Distance Routes are the only service types that have met the 15% standard in this year's review. The new state standard has been in effect for nearly three years. Over the past three annual reviews, MTA has rarely met the 15% farebox standard, but can easily meet 10%. Based on prior TPC discussion and recent analysis, MCOG staff and TPC members do not see any benefit to continuing with the higher farebox standard and recommends adjusting to the lower state standard. The 2018 TPC discussion, as documented in the minutes, included comments that raising fare prices is a disincentive to increasing ridership; that it is more important to get more riders; and that when MTA increases its fare prices, it is mainly to meet compliance standards.

Another year of transit performance was reviewed on May 2, 2019 (minutes pending); results are documented in MCOG's Fiscal Year 2019/20 Budget allocating resolution #M2019-04 (*refer to Agenda Item #8*):

On May 2, 2019, the Transit Productivity Committee (TPC) reviewed performance data through February 28, 2018 and did not make any further recommendations. Two of three recommendations of last year are being implemented: that MCOG consider reducing its farebox standard to ten percent and that MTA conduct a review of all routes on the system for productivity.

ACTION REQUIRED:

Approve the update of MCOG's transit performance standard for Farebox Ratio, from 15% for MTA and 12% for senior centers, to 10% (ten percent), consistent with the state's minimum requirement for non-urban transit operators.

ALTERNATIVES:

The Council may choose to continue its existing standard or to consider the matter at a later date, such as when performance reviews are completed for the current period ending February 2019.

RECOMMENDATION:

Approve the Transit Productivity Committee's recommendation to update MCOG's transit performance standard for Farebox Ratio to 10% (ten percent), consistent with the state's minimum requirement.

Enclosures:

2018 MCOG Transit Performance Standards with routine updates per policy – for reference
Draft resolution

Mendocino Council of Governments

Transit Performance Standards

Per Policy Adopted by MCOG Board on 8/18/2014
 Applied to Transit Performance March 2017 - Feb. 2018

2018 MCOG Standards	Passengers per Hour	Farebox Ratio	CPI Adjusted Rolling Average	
			Operating Cost per Vehicle Service Hour	Cost per Passenger
<i>When comparing to performance:</i>				
	Higher # is better	Higher # is better	Lower # is better	Lower # is better
Dial-A-Ride	4.5	15%	\$91.70	\$20.38
Short Distance Bus Routes <i>(formerly "Inland")</i>	14.0	15%	\$85.19	\$6.09
Long Distance Bus Routes <i>(formerly "Coast")</i>	3.2	15%	\$92.18	\$28.80
Senior Centers	3.0	12%	\$50.83	\$16.94

NOTES:

- 1) **Starting in 2014, Cost per Hour** is calculated by averaging the past three years of actual costs, then adjusted annually by the percentage change in the California Consumer Price Index - California, All Urban Consumers, produced by the California Department of Industrial Relations, Division of Labor Statistics and Research. MCOG refers to this method as "CPI Adjusted Rolling Average."
<https://www.dir.ca.gov/OPRL/capriceindex.htm>
- 2) **Cost per Passenger** is intended for use as an additional evaluation tool in the event 2 out of 3 of the other standards are not met. This standard also is adjusted annually by the CPI inflation rate. Cost per Passenger is the result of Cost per Hour divided by Passengers per Hour.
- 3) For "CPI Adjusted Rolling Average" calculations, see **Performance Review Tally**: March 1, 2015 - February 28, 2018

MENDOCINO COUNCIL OF GOVERNMENTS

BOARD of DIRECTORS

RESOLUTION No. M2019-___

ADOPTING A FAREBOX STANDARD OF TEN PERCENT CONSISTENT WITH THE MINIMUM STATE REQUIREMENT FOR NON-URBAN TRANSIT OPERATORS

WHEREAS,

- The Mendocino Council of Governments (MCOG) is the designated Regional Transportation Planning Agency for Mendocino County; and
- As administrator of the Transportation Development Act (TDA) in Mendocino County, MCOG has adopted transit performance standards for productivity, including a Farebox Ratio of 15% (fifteen percent) of operating costs for Mendocino Transit Authority (MTA) and 12% (twelve percent) for MTA's contracted senior center transportation services;
- Senate Bill 508 was passed into law in 2015, effective July 1, 2016, amending the TDA such that the minimum required fare revenue ratio for all non-urban transit operators was set to 10% (ten percent); and
- On May 2, 2019, MCOG's Transit Productivity Committee deemed the higher standard counterproductive to maintaining ridership and recommended updating the Farebox standard to 10% consistent with state law; therefore, be it

RESOLVED, THAT:

MCOG hereby adopts a Transit Performance Standard for Farebox revenue recovery ratio of ten percent, consistent with the minimum required by state law for non-urban transit operators.

ADOPTION OF THIS RESOLUTION was moved by Director _____, seconded by Director _____, and approved on this 3rd day of June, 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

May 24, 2019

To: MCOG Board of Directors
From: Janet Orth, Deputy Director / CFO
Subject: Consent Calendar of June 3, 2019

The following agenda items are recommended for approval/action.

10. Approval of May 6, 2019 Minutes – *attached*
11. Adoption of Resolution Approving the Programming of FTA Section 5311(f) Intercity Bus Program Funds for Mendocino Transit Authority's Project Proposal: Continuation of Route 65 Service – Over the past five years, funds have been awarded for this route, with MCOG's approval. Now the service runs a twice-daily round trip from Fort Bragg and Mendocino to Santa Rosa. MTA is requesting \$300,000 of continued Operating Assistance for this route, matched with MTA's local funds. MCOG approval is required. The application was submitted by the due date of May 8, 2019. The item was not ready for MCOG's agenda packet last month, so staff carried this matter over to the June meeting.
– *Staff report and resolution are attached.*
12. Appointments to Social Services Transportation Advisory Council (SSTAC) – Two appointments are proposed. – *Staff report and Membership Roster attached*

MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 10
Consent Calendar
MCOG Meeting
6/3/2019

MINUTES

Monday, May 6, 2019

County Administration Center, Board of Supervisors Chambers

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 1:35 p.m. with Directors Jim O. Brown, Larry Stranske, Richey Wasserman, Tess Albin-Smith, Michael Carter/Alt., John Haschak, Rex Jackman (Caltrans/PAC), and Dan Gjerde present; Chair Gjerde presiding.

Staff present: Nephela Barrett, Executive Director; Janet Orth, Deputy Director/CFO; Loretta Ellard, Deputy Planner; and Marta Ford, Administrative Assistant.

2. Convene as RTPA

3. Recess as RTPA - Reconvene as Policy Advisory Committee

4. Public Expression. None.

5 - 7. Regular Calendar.

5. Discussion: Recap of MCOG's Point Arena & Gualala Area Transportation Tour April 1, 2019. Ms. Barrett explained that typically MCOG off-site tours conclude with a short MCOG meeting offering an opportunity to discuss the tour. However, the MCOG Meeting was between the two tour segments and did not allow for a discussion after the Gualala area tour. She briefly went over past and developing projects that were included on the tour. She explained that during the tour of Gualala a community member who is also member of the Gualala Municipal Advisory Committee (GMAC) came to her with concerns. To address the community member's concerns, she and Frank Demling, Project Manager, Caltrans District 1, attended the GMAC meeting two days later. She expressed her appreciation for the work and the special attention Mr. Demling gave to address the community members' concerns before the meeting, and during his presentation. Discussion and questions from the Board included:

- What alternatives did Caltrans provide to address the concerned community member? (*Albin-Smith*) – Ms. Barrett described the alternatives Mr. Demling discussed.
- Do Caltrans projects take into account the sea level rise when calculating costs and solutions in bridge construction projects? (*Albin-Smith*) – Director Jackman confirmed it is required to take sea level rising into consideration on projects near the coast. He reported there was a study completed to identify high-risk areas for the rising sea levels; two areas identified in the study were the Garcia River flood plains and the Navarro River/Hwy 128.
- Its good to hear the project is moving forward. (*Gjerde*)

Ms. Barrett asked Director Jackman about general timelines of the projects. He said researching options and funding for some of them depends on complexity of the projects, so timelines could vary. No action was taken.

6. Consideration of Opposition to Introduced State Legislative Bills: SB 152, AB 1402 (to amend Active Transportation Program funding formula). Ms. Barrett referred to her written staff report and two draft letters that she submitted as handouts. She described the Active Transportation Program (ATP) and the collaborative effort of the California Transportation Commission and the State's regional transportation agencies that developed the program. It involved numerous committees and subcommittees to formulate the existing program and that all transportation agencies in the state had an opportunity to provide input. Two pieces of legislation, Senate Bill 152 (Beall) and Assembly Bill 1402 (Petrie-Norris), have been introduced that propose significant changes to the process of distributing the funds. She said it appears the motivation behind the bills is a perception by certain regions, the Bay Area and Orange County, that feel they did not receive a fair amount in the last funding cycle, based on their population. Ms. Barrett reminded the Board that a greater population is not always an indicator of the greatest need. When Senate Bill 1 passed into law by voters, it added money available in the ATP. Current attempts to take money away from non-Metropolitan Planning Organization regions and change the competitive nature of the ATP is counter to the voters' support. MCOG staff recommend that the Board submit letters of opposition of both SB 152 and AB 1402. Board members suggested extending an invitation to Senator Beall, or a designee, to tour the Covelo area to get a better perspective on how the ATP funds assist higher needs, not always based on large populations.

Upon motion by Brown, second by Carter, and carried unanimously (*8 Ayes – Brown, Stranske, Wasserman, Albin-Smith, Carter/Alt., Haschak, Jackman/PAC, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that the MCOG Board formally opposes Senate Bill 152 (Beall) and Assembly Bill 1402 (Petrie-Norris) and authorizes the Chair to sign letters of opposition.

7. Fiscal Year 2019/20 RTPA Budget Presentation & Workshop. Ms. Orth created a slide presentation that covered her written staff report. The presentation also included an overview of context and trends affecting the proposed budget and recommendations. Questions and discussion by councilmembers and staff were encouraged. Details covered in her written staff report and the presentation included the following. No action was taken; for information only

- a. Report of Revenues Fiscal Year to Date 2018/19. Local Transportation Fund (LTF) sales tax receipts from July 2018 through February 2019 total \$2,664,724, at \$163,719 (6.5%) more than the FYTD budget estimate of \$2,501,005.
- b. Executive Committee Recommendations of February 20, 2019 – Revenues & Allocations. The committee unanimously recommended a draft budget that allocates Local Transportation Funds (LTF) for MCOG Administration, 2% Bicycle & Pedestrian Program, and Planning, with the remainder available for Transit, consistent with established priorities for LTF. The Executive Committee also recommended allocating an LTF Reserve balance of \$193,000, at five percent, releasing \$375,634 of LTF prior-year audited revenues for allocation; and continuing to reserve the remaining balance of LTF prior-year unallocated revenues of \$29,135, from the original amount of \$596,200. Available funds from State Transit Assistance (STA) and MCOG's Capital Reserve fund balance are to be used for transit purposes. Several other funding sources are available for the Planning program and regional projects. Total revenues in the draft budget proposal were \$8,154,739, with allocations at \$7,416,990.
- c. Technical Advisory Committee Recommendation of February 20, 2019 – Draft Planning Overall Work Program. Ms. Ellard reported funding allocations from various sources for the Draft Transportation Planning Overall Work Program (OWP), which was forwarded per requirement to Caltrans for comment by March 1. Ms. Ellard provided details in her staff report and summary of funding sources worksheet for the Council to review. The total draft program is \$905,377. Additional carryover projects are expected to be added to the Final Work Program. She briefly described each work element and amounts allotted.

- d. Transit Productivity Committee Recommendations of May 2, 2019. Ms. Orth explained the TPC met after the MCOG agenda packet was released, but a copy of Mendocino Transit Authority's (MTA) claim was submitted in the packet. MTA submitted a revised claim at the TPC meeting, which is included as a handout for the Board members. The revised claim amended the Operations claims for MTA and the senior centers. MTA is expected to receive \$3,548,623 (83.2%) of the Local Transportation Funds (LTF) which increased by 12.5% from last fiscal year due to prior-year excess revenue and a higher sales tax estimate for the new fiscal year. Additionally, State Transit Assistance is up significantly due to funding in Senate Bill 1. Total funding available for Transit is a record \$5,765,420. The TPC recommended allocation of full funding of MTA's current-year claims for FY 2019-20 Local Transportation Funds, as revised by MTA on May 2, 2019, and Long-Term Capital from the Reserve fund balance contingent on projects to be identified in MTA's five-year capital plan. No action necessary for this item, information purposes only.

8. Approval of Ad Hoc Committee Recommendation to Extend Professional Services Agreements through September 30, 2020. *(Items a and b were addressed together.)*

- a. Administration & Fiscal Services – Dow & Associates
- b. Planning Services – Davey-Bates Consulting

For both Administration & Fiscal Services and Planning Services, Chair Gjerde reported the MCOG Ad Hoc Committee met on March 28, to discuss contract options, terms, and conditions. The Ad Hoc Committee recommended that the Board extend MCOG staffing contracts for Administration & Fiscal Services to Dow & Associates, and Planning Services to Davey-Bates Consulting (DBC) for one-year extensions through September 30, 2020, as allowed in the contracts. Ms. Barrett drew attention to a handout distributed to the Board on the revised Exhibit A of DBC's projected contract amounts.

Upon motion by Haschak, second by Stranske, and carried unanimously on roll call vote (*8 Ayes – Brown, Stranske, Wasserman, Albin-Smith, Carter/Alt., Haschak, Jackman/PAC, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that the *Extension of Agreement for Professional Services – Administration & Fiscal Services* with Dow & Associates and the *Extension of Agreement for Professional Services – Planning Services* with Davey-Bates Consulting, including Exhibit A as amended, are approved through September 30, 2020.

9-10. Consent Calendar. Upon motion by Brown, second by Wasserman, and carried unanimously (*8 Ayes; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that consent items are approved:

9. Approval of April 1, 2019 Minutes – as written

10. Acceptance of 2017/18 MCOG Fiscal Audit – MCOG received a clean audit, as presented by R. J. Ricciardi, Inc., CPAs.

11. Recess as Policy Advisory Committee - Reconvene as RTPA - Ratify Action of Policy Advisory Committee. Upon motion by Wasserman, second by Carter and carried unanimously (*7 Ayes; 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.

12. Reports - Information

- a. Mendocino Transit Authority. Director Albin-Smith reported on the MTA board meeting, held in Point Arena. She gave a summary of highlights on issues and recommended solutions proposed during the meeting, including training, recruitment, and retirement options. A special meeting was scheduled for the following Friday to address a grant application.

- b. North Coast Railroad Authority. Director Haschak reported NCRA's board had resolved the two pending lawsuits at the most recent meeting; now they are allowed to move forward on the affected issues.
- c. MCOG Staff - Summary of Meetings. Ms. Barrett referred to her written staff report.
- d. MCOG Administration Staff. Ms. Barrett reported on SB 127 (Wiener), which proposed changes to the State Highway Operation and Protection Program (SHOPP) that would place requirements for active transportation projects. Concerns with the proposal include overly restrictive requirements to the SHOPP that could prevent important safety improvements from being completed. It would eliminate automobile delay as a performance measure. She reported that CALCOG has taken a strong position of opposition to SB 127 and a request may come back to the Board to submit a letter of position.

Ms. Barrett attended a workshop in Hopland by Caltrans, facilitated by Hopland Municipal Advisory Committee (HMAC). Caltrans presented a project on US 101 through Hopland to make a pedestrian crossing ADA compliant and enhance bicycle and pedestrian facilities through town. A few years ago, MCOG and Caltrans conducted an engineered feasibility study that identified areas that need improving. This project addresses issues identified in that study. Ms. Barrett felt the plans were well received. Timeline for construction is predicted to be Fiscal Year 2024/25.

Ms. Barrett wrote a letter for Mendocino Transit Authority (MTA) in support of their Low and No Emissions Vehicle grant application.

- e. MCOG Planning Staff.
 - 1. *Pedestrian Facility Needs Inventory & Engineered Feasibility Study*. Ms. Ellard reported that the consultant will be coming to the June MCOG meeting to present their report on the project. The project was funded by a Caltrans Sustainable Communities planning grant and supported by the Technical Advisory Group (TAG) throughout the two-year process. The Council will be asked to accept the report at that time, concluding the grant requirements. The draft report will be available on the MCOG website.
 - 2. *Zero Emission Vehicle & Alternative Fuels Readiness Plan Update*. MCOG staff has been working with a consultant to update the Regional Readiness Plan. The consultant will present the updated plan at the June meeting. The draft plan will be posted on the MCOG website in May, for the Board to review in advance. This project was supported by the ZEV Advisory Group (ZAG) throughout the duration of the project. The ZAG was composed of local county and city stakeholders, as well as other agency representatives and MCOG staff. The Council will be asked to accept the report at that time, concluding their requirement under the grant.
 - 3. *Miscellaneous*. None.
- f. MCOG Directors. There were no reports.
- g. California Association of Councils of Governments (CALCOG) Delegates. None.

13. Adjournment. The meeting was adjourned at 3:35 p.m.

Submitted: NEPHELE BARRETT, EXECUTIVE DIRECTOR

By Marta Ford, Administrative Assistant



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 11
Consent Calendar
MCOG Meeting
6/3/2019

STAFF REPORT

TITLE: Approval of Mendocino Transit Authority's Project Proposal for FTA Section 5311(f) Intercity Bus Program Grant Funds – Continuation of Route 65 Service

SUBMITTED BY: Janet Orth, Deputy Director / CFO

DATE PREPARED: 5/24/2019

BACKGROUND:

Caltrans annually makes available the Federal Transit Administration (FTA) Section 5311(f) funds. According to the program guidelines, "*The... Intercity Bus Program in California is designed to address the 'intercity bus transportation needs of the entire state' by supporting projects that provide transportation between non-urbanized and urbanized areas that result in connections of greater regional, statewide, and national significance.*"

The application requires certification, by resolution, that the Regional Transportation Planning Agency approves the programming of Section 5311(f) funds for the proposed project.

FTA 5311(f) funds were awarded in 2014 for an additional Route 65 trip between Willits and Santa Rosa, meeting several unmet transit needs and providing connectivity with Greyhound. In 2015 MTA successfully applied for another 5311(f) grant to extend this run from Fort Bragg to Santa Rosa (Phase 2). In 2016, MTA successfully applied for more funds to operate an additional round trip daily from Fort Bragg to Santa Rosa. In 2017, MTA was awarded funds to continue the expanded Route 65 service. Currently Fort Bragg is the the origin/terminus, while the route also serves the town of Mendocino.

This year, MTA has applied for a 5311(f) grant of \$300,000 to continue this expanded service; applications were due May 8, 2019. MCOG has supported each of MTA's proposals for Route 65 service under this FTA program.

Also note that claims for the local and state Transportation Development Act (TDA) funds require that MTA make full use of any available federal funding—this is a finding made in MCOG's budget.

MTA is responsible for any required match of funding resources. MCOG is responsible to ensure the project is consistent with the Regional Transportation Plan.

ACTION REQUIRED:

Approve the programming of available FTA Section 5311(f) funds for MTA's project.

ALTERNATIVES:

The application has already been submitted. The Council could decline approval or take no action, although without MCOG's programming of these federal funds, MTA's application cannot be approved. – *not recommended*

RECOMMENDATION:

Adopt the attached resolution approving the programming of \$300,000 in federal grant funds to continue the expanded Route 65 service and authorizing the Executive Director to sign the required documents and certifications.

Enc.: Draft resolution

MENDOCINO COUNCIL OF GOVERNMENTS

BOARD of DIRECTORS

RESOLUTION No. M2019-_____

APPROVING THE PROGRAMMING OF FTA SECTION 5311(f)
INTERCITY BUS PROGRAM FUNDS FOR
MENDOCINO TRANSIT AUTHORITY'S PROJECT PROPOSAL:
CONTINUATION OF ROUTE 65 SERVICE

WHEREAS,

- The Mendocino Council of Governments (MCOG) is the designated Regional Transportation Planning Agency for Mendocino County;
- Mendocino Transit Authority (MTA) has applied for \$300,000 of funding from the Federal Transit Administration (FTA) Section 5311(f) Intercity Bus Program, Federal Fiscal Year 2020;
- This funding request is for Continued Funding of MTA's Route 65 service, with Fort Bragg as the terminus and serving the town of Mendocino, for round trips between Ukiah in Mendocino County and Santa Rosa in Sonoma County, six days weekly;
- MTA is an eligible applicant for these funds in the region and is able to meet the requirements of the Section 5311(f) program; and
- The program application requires certification that MCOG, as the transportation planning agency, has approved, by resolution, the programming of funds for this project; therefore, be it

RESOLVED THAT:

MCOG approves the programming of FTA Section 5311(f) funds for this MTA continued service project in Federal Fiscal Year 2020, not to exceed the amount of available funds for Mendocino County, and the Executive Director is authorized to sign the required documents and certifications.

ADOPTION OF THIS RESOLUTION was moved by Director _____, seconded by Director _____, and approved on this 3rd day of June, 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



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

Agenda # 12
Consent Calendar
MCOG Meeting
6/3/2019

TITLE: Appointments to Social Services Transportation Advisory Council (SSTAC)

SUBMITTED BY: Janet Orth, Deputy Director / CFO

DATE PREPARED: 5.22.2019

BACKGROUND:

The Transportation Development Act (TDA) mandates that Regional Transportation Planning Agencies maintain a Social Services Transportation Advisory Council (SSTAC).

At the SSTAC meeting of May 21, appointments were proposed for one seat and one Alternate. A member (Charles Bush) has retired, creating a vacancy. Two participants have volunteered.

The members currently nominated for reappointment are:

- “Local social service provider for seniors that provides transportation”
- *Appoint through April 2021*
Jill Rexrode, Redwood Coast Seniors
Laurie Hill, Redwood Coast Seniors – Alternate (in addition to current alternate)

The current membership roster is attached for your reference. Two seats remain vacant, with no one yet identified to fill those vacancies. Positions are for three-year, staggered terms. If volunteers become available for the vacant seats, additional appointments can be made by the MCOG Board of Directors at such time.

ACTION REQUIRED: Appoint two members to fill terms on the SSTAC.

ALTERNATIVES:

- The Board may nominate additional names for consideration.
- The Board may appoint more members than the nine prescribed by law.
- It is suggested that appointment of one or more alternates for each seat can increase participation.

RECOMMENDATION:

Appoint Jill Rexrode and Laurie Hill to the SSTAC.



Social Services Transportation Advisory Council (SSTAC)

Membership Roster

Appointments Proposed as of May 21, 2019

Position	Name	Alternate	Agency	Term Expires
Local social service provider for the handicapped	Sheila Keys		Redwood Coast Regional Center	April 2020
Local social service provider for persons of limited means	Arlene Peterson		Action Network	April 2020
	Doris Sloan		Consolidated Tribal Health	April 2020
Representative of Local Consolidated Transportation Services Agency	Carla Meyer		Mendocino Transit Authority	April 2020
Local social service provider for seniors	Richard Baker	Priscilla Tarver	Willits Seniors, Inc.	April 2021
	Dena Eddings, Interim		Area Agency on Aging	April 2021
Local social service provider for seniors that provides transportation	Charles Bush - Retired Jill Rexrode	Steve Jordan	Redwood Coast Seniors	April 2021
		Laurie Hill		
Potential transit user at least 60 years of age	<i>Vacant</i>			April 2021
Potential “handicapped” transit user	<i>Vacant</i>			April 2022
Local social service provider for the handicapped that provides transportation	Marilyn DeFrange	Diana Clarke	Ukiah Senior Center	April 2022
Representative of local Consolidated Transportation Services Agency	Jacob King		Mendocino Transit Authority	April 2022



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 14c
Reports
MCOG Meeting
6/3/2019

STAFF REPORT

TITLE: Summary of Meetings

SUBMITTED BY: Marta Ford, Administrative Assistant

DATE PREPARED: 5/23/2019

BACKGROUND:

Since our last regular MCOG meeting, MCOG Administration and Planning staff has attended (or will have attended) the following 16 statewide and local meetings on behalf of MCOG:

Date	Meeting/Event	Location	Staff
5/6/2019	MCOG Board Meeting	Ukiah	Orth, Barrett, Ellard, Ford, & Pedrotti (DBC)
5/7/2019	MCOG Project Status Meeting	Teleconference	Barrett, Sookne, & Ellard
5/9/2019	Performance Audit	Ukiah	Ellard, Orth & Barrett
5/9/2019	Ukiah Downtown Streetscape Community Meeting	Ukiah	Ellard
5/10/2019	Rural Counties Task Force		Barrett
5/10/2019	Meeting w/Senator McGuire	Ukiah	Barrett
5/15/2019	ZEV Advisory Committee	Teleconference	Orth & Ellard
5/15/2019	Regional Transportation Planning Agency Meeting	Teleconference	Barrett
5/16/2019	Pedestrian Facility Needs Bi-weekly Meeting	Teleconference	Ellard & Barrett
5/21/2019	Meet w/Mendocino Transit Authority	Ukiah	Barrett & Orth
5/21/2019	MCOG Transit Productivity Committee (TPC)	Ukiah	Orth, Barrett & Ford
5/21/2019	MCOG Social Services Transportation Advisory Committee (SSTAC)	Ukiah	Orth, Barrett & Ford
5/22/2019	MCOG Technical Advisory Committee (TAC)	Ukiah	Ellard, Davey-Bates, Sookne & Barrett
5/28/2019	Proposition 68 Grant Workshop	Sacramento	Ellard
5/29/2019	Mendocino Transit Authority Board	Ukiah	Ellard
6/3/2019	Adaptation Grant Award Meeting	Teleconference	Barrett, Sookne, Ellard, & Pedrotti

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

ACTION REQUIRED:

None.

ALTERNATIVES:

None identified.

RECOMMENDATION:

Informational Only