



MENDOCINO COUNCIL OF GOVERNMENTS

367 North State Street~Ukiah~California~95482
www.mendocinocog.org

PHILLIP J. DOW, EXECUTIVE DIRECTOR

Administration: Suite 206
(707) 463-1859
Transportation Planning: Suite 204
(707) 234-3434

AGENDA

Monday, May 7, 2018 at 1:30 p.m.

Primary Location:

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

Audioconference Location:

Caltrans District 1, 1656 Union St., Room 113, Eureka

Additional Media

For live streaming and later viewing:

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

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

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

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

PUBLIC EXPRESSION

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

REGULAR CALENDAR

5. Active Transportation Program (ATP) Non-Infrastructure Grants – Safe Routes to Schools Presentations
 - a. Ukiah High School
 - b. Laytonville Middle School
6. Fiscal Year 2018/19 RTPA Budget Presentation & Workshop
 - a. Report of Revenues Fiscal Year to Date 2017/18
 - b. Executive Committee Recommendations of February 28, 2018 – Revenues & Allocations
 - c. Technical Advisory Committee Recommendation of February 21, 2018 – Draft Planning Overall Work Program
 - d. Appointment of Alternate to Transit Productivity Committee – *meeting pending in May*
7. Technical Advisory Committee Recommendations of April 18, 2018
 - a. Allocation of Regional Surface Transportation Program (RSTP) Partnership Funds to Match Mendocino County Department of Transportation Funds for the North State Street US-101 Intersection/Interchange Project Study Report, Not to Exceed \$50,000

- b. Allocation of Regional Surface Transportation Program (RSTP) Partnership Funds for City of Willits Electric Vehicle Charging Station, Not to Exceed \$5,000
8. Consideration of Amendments to Proposed Senate Bill 1029 - North Coast Railroad Authority Right-of-Way, Great Redwood Trail Agency / Sonoma-Marín Area Rail Transit District

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.

9. Approval of February 28, 2018 Executive Committee Minutes
10. Approval of April 2, 2018 Minutes

RATIFY ACTION

11. Recess as Policy Advisory Committee - Reconvene as RTPA - Ratify Action of Policy Advisory Committee

REPORTS

12. Reports – Information
 - a. Mendocino Transit Authority
 - b. North Coast Railroad Authority
 - c. MCOG Staff – Summary of Meetings
 - d. MCOG Administration Staff
 1. California Transportation Commission (CTC) Town Hall, April 11-12 in Santa Rosa
 2. Miscellaneous
 - e. MCOG Planning Staff
 1. Regional Housing Needs Assessment (RHNA) Methodology
 2. Miscellaneous
 - f. MCOG Directors
 - g. California Association of Councils of Governments (CALCOG) Delegates

ADJOURNMENT

13. 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.



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

Agenda # 5
Regular Calendar
MCOG Meeting
5/7/2018

TITLE: Active Transportation Program (ATP) Non-Infrastructure (N/I) Grants **DATE PREPARED:** 4/23/18
Safe Routes to School Presentations

SUBMITTED BY: Loretta Ellard, Deputy Planner

MEETING DATE: 5/7/18

BACKGROUND:

For the past few years beginning in FY 2014/15, MCOG planning staff has been administering a multi-year Active Transportation Program (ATP) Non-Infrastructure (N/I) grant to conduct “safe routes to school” activities throughout the County. The purpose of Work Element 22 in the FY 2017/18 Overall Work Program is *“to implement two awarded Active Transportation Program (ATP) Non-Infrastructure grants (one Countywide, and one in Covelo) to incorporate a range of activities that will make it safer and easier for students to walk and bike to school in fourteen target schools (in seven communities) throughout Mendocino County.”*

This combined project is being performed by a consultant team lead by Walk and Bike Mendocino/North Coast Opportunities (with Laytonville Healthy Start, subcontractor), partnered with MCOG and Mendocino County Health & Human Services Agency, and participation by school districts and the California Conservation Corps.

One of the tasks in the grant involves recruiting students to utilize tools such as “PhotoVoice” to conduct an assessment of conditions that are barriers to youth walking and biking to school. These PhotoVoice projects are being completed in several communities, and are being presented to local city councils, school boards, community service districts, and other local groups, to share information and observations on getting to and from school.

Students from Ukiah High School and Laytonville Middle School will be present at the May 7 MCOG meeting to present their PhotoVoice projects to the MCOG Board. Please see attached letters from Mendocino County Health & Human Services Agency staff and Laytonville Healthy Start staff who will be present with students for these presentations.

As originally programmed, this grant is due to end on 6/22/18; however, MCOG staff has requested an extension to 2/22/19, to allow the consultant team and partners to complete all tasks. This extension is necessary due to (1) time lost initially when grant administration was transferred from the County Health & Human Services Agency to MCOG, and (2) additional time spent conducting a second lengthy procurement cycle to hire a consultant, after the first effort was unsuccessful. The California Transportation Commission is expected to approve the extension request at their May 16-17 meeting.

ACTION REQUIRED: None. Information only.

ALTERNATIVES: N/A

RECOMMENDATION: Receive informational presentation.

*Attachments: Mendocino Co. Health & Human Services letter, dated 4/23/18
Laytonville Healthy Start letter, dated 4/25/18*



Mendocino County Health & Human Services Agency
Healthy People, Healthy Communities
Tammy Moss Chandler, Director
Anne Molgaard, Acting Director/Chief Operations Officer



Public Health/Prevention & Planning Unit
1120 S. Dora, Ukiah CA
Room 198

April 23, 2018

Mendocino Council of Governments - Planning
c/o Davey-Bates Consulting
367 N. State Street, Suite 204
Ukiah, CA 95482

Re: Safe Routes to Schools

Dear Mendocino Council of Governments Board of Directors:

The goal of the Safe Routes To Schools Non-Infrastructure Project is to develop and sustain a comprehensive Safe Routes to School program that will lead to increased walking and biking throughout the county. Recommendations for safer streets; whether you're bicycling, walking or engaging in any other form of active transportation, is an important component of the process.

Geographic challenges create some disadvantages in school districts. Students live a distance from their designated school sites, thus preventing families from being able to have their children partake in walking or bicycling to school.

Nevertheless, promoting active transportation during their school year has increased their awareness. Subsequently, when youth are in other street friendly locations or at home they are motivated to engage in active transportation.

Our PhotoVOICE presentation today was chosen as one of the 5 'E' Strategies ---- Engineering. PhotoVOICE works as a tool for students to share important information with policy makers and the public about their experiences and observations when getting to/ from school and beyond.

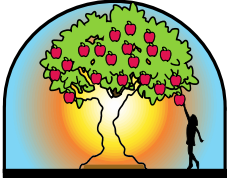
Three students from Ukiah High School will share the project with you. The students visually documented their experiences and developed their narratives. Frank Zeek Elementary is also included in the presentation to show how they are encouraging students at a young age, to set healthy lifestyle habits.

It has been a pleasure working with the students and promoting active transportation around the County of Mendocino.

Sincerely,

A handwritten signature in cursive script that reads "Meredyth Reinhard".

Meredyth Reinhard
ATP Coordinator
Anderson Valley, Fort Bragg & Ukiah
reinhard@mendocinocounty.org
472.2614 - office
367-7313 - cell



Laytonville Healthy Start
Family Resource Center
www.laytonville.org/healthystart

Telephone: 707 984 8089
Fax: 707 984 8620
jayma@laytonville.org
P.O. Box 1382
44400 Willis Ave.
Laytonville, CA 95454

April 25, 2018

To MCOG,

Thank you for the opportunity for Laytonville Healthy Start Family Resource Center to present our PhotoVoice project at your May 7th 2018 meeting. I and two or three Laytonville Middle School students plan to spend 10 minutes presenting our project on Powerpoint and five minutes for any questions your board might have. As part of our Safe Routes to Schools project, we aim to use our PhotoVoice project to illustrate several infrastructure concerns in Laytonville and hopefully garner some much needed improvements in our town.

Thank you for your time and for this opportunity.

Roland Spence,

Laytonville Healthy Start Family Resource Center, Safe Routes to Schools Project



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

Agenda #6
Regular Calendar
MCOG Meeting
5/7/2018

TITLE: Fiscal Year 2018/19 RTPA Budget Presentation & Workshop

SUBMITTED BY: Janet Orth, Deputy Director/CFO

DATE PREPARED: 4/27/2018

BACKGROUND:

Customarily MCOG’s standing committees meet and report during the spring budget season, so that the May MCOG Board meeting is an opportunity to become familiar with any budget-related issues before it is time to make allocation decisions. The June meeting materials will include a complete budget package for adoption. At our May Board meeting, we plan to review the budget information along with visual materials, to refresh and orient the Council members on MCOG’s funding sources and procedures for allocation. In the meantime, a summary is attached.

As I reported to the Executive Committee, this year’s estimate of local sales tax revenue (Local Transportation Fund – LTF) shows a significant increase from the previous year (above \$3 million for the sixth consecutive year since FY 2007/08), higher than the rate of inflation. Growth has showed a gradual increase over the past few years. LTF actual revenues came in above budget for the last audited year, compensating for the previous year’s shortfall. As a result of Senate Bill 1, State Transit Assistance revenues have more than doubled since FY 2016/17, assuming estimates materialize. Planning grants and other revenue sources remain fairly steady.

Total available revenues from all sources are estimated at \$6.2 million. For the coming fiscal year, MCOG will be able to fund the necessary programs of the Regional Transportation Planning Agency and Mendocino Transit Authority, with an increase of new TDA revenues under the gradual economic recovery, augmented by SB 1 revenues.

a. Report of Revenues Fiscal Year to Date (FYTD) 2017/18

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 | Excess FYTD |
|-----------------------|-----------------|--------------------------------------|-------------------|-------------------|
| \$ 3,491,711 | \$ 2,327,807 | \$ 1,163,904 | \$ 2,578,873 | \$ 251,066 (7.2%) |

Note that receipts come in two or three months after taxes are collected. Monthly deposits have come in at a low of \$209,800 (Feb./April) to a high of \$500,905 (July/Sept.). (Some of these variances can be explained by the State’s system of advances and later reconciliation payments.) At this rate, it is likely we will see some amount of “excess” or unallocated revenue at fiscal year end. The County Auditor’s office has projected an excess of \$110,188. By MCOG policy any excess would be deposited to the LTF Reserve account for later allocation.

b. Executive Committee Recommendations of February 28, 2018

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 Council on April 2.) At their meeting of February 28, the Executive Committee unanimously recommended a draft budget that allocates LTF funds for MCOG Administration, 2% Bicycle & Pedestrian, Planning, with the remainder available for Transit, consistent with established priorities for Local Transportation Funds. In addition to new estimated revenue, the Executive Committee recommended:

- Allocating an LTF Reserve balance of \$188,000, at five percent according to policy, releasing \$59,998 of prior-year audited funds to this year’s budget;
- Temporarily reserving the remaining balance of LTF prior-year unallocated revenues of \$29,135, from the original amount of \$596,200 (two months of revenue).

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

c. TAC Recommendation of February 21, 2018 – 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. Loretta Ellard has provided details in her staff report, attached. A total of \$565,475 is available from all funding sources for the Planning program. This amount is expected to increase as carryover amounts are identified and confirmed over the next few months (typically a program amendment is needed early in the new fiscal year). The final document will be presented for approval in June along with the budget.

d. Appointment of Alternate to Transit Productivity Committee (TPC)

Typically, this committee meets in April or May to review and make recommendations on the transit claim, Unmet Transit Needs, and transit performance compared to MCOG's standards. We are still gathering the data at this writing and a meeting will be scheduled for mid-May. A report of the recommendations will be documented in the budget materials for adoption in June.

Of the two MCOG board members on the five-member TPC, Chair Gjerde will be out of town on the proposed dates in May. He has suggested appointment of an Alternate. According to MCOG's bylaws, the Chair makes appointments to the MCOG board member seats on the TPC.

After MCOG's Administration, Bicycle & Pedestrian, and Planning programs, LTF funds available for Mendocino Transit Authority's claim for transit purposes come to \$3,155,065, an increase of 4.38% (\$132,444) over the FY 2017/18 transit allocation.

The annual transit claim was received from MTA (attached) on April 27, after the April 1 due date. Staff will make an initial analysis for TPC review and recommendation.

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, 2018. Staff is available to answer any questions. Also, appoint an Alternate to the TPC.

ALTERNATIVES:

Technically the budget could be adopted at the May 7 meeting, however the final review committee has not yet met and required findings by resolution are not yet prepared; also the Planning Program is expected to require some final adjustments. 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 4 meeting, staff would offer options to mitigate any hardship for affected agencies.

RECOMMENDATION:

As recommended under Agenda Item #6d, staff concurs that the Chair should appoint a Council member to serve as an Alternate on the Transit Productivity Committee. No other action is required.

Enclosures:

2018/19 Draft Regional Transportation Planning Agency (RTPA) Budget summary spreadsheet

2018/19 Draft RTPA Budget Summary – Supplemental Format with more detail

MTA's 2018/19 Claim for Funds

2018/19 Explanatory Notes on Funding Sources



MENDOCINO COUNCIL OF GOVERNMENTS

FY 2018/19 BUDGET SUMMARY

For Board of Directors Workshop May 7, 2018

Supplemental Format

| REVENUES | FY 2017/18 Budget Amended | FY 2018/19 Budget Proposed | \$ Change | % Change | NOTES |
|--------------------------------------------------------------------|---------------------------|----------------------------|----------------|----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| LOCAL/REGIONAL: | | | | | |
| Local Transportation Funds (LTF) | | | | | |
| LTF Official County Auditor's Estimate | \$ 3,491,711 | \$ 3,751,508 | \$ 259,797 | 7.4% | Transportation Development Act (TDA) Funds Per policy, any excess flows through LTF Reserve One-time funds, represents 2 months of sales tax revenue FY 2014/15 savings from Dow contract allocated to Admin. purposes Per audit of FYE 2016, amount ineligible to MTA; 2017 audit in progress FY 2017/18 OWP as amended Feb. 5, 2018; 2018/19 preliminary carryover OWP carryover is offset by equivalent allocation Last audited year, actual LTF revenue excess/shortfall per Auditor's Estimate Reserve used to cover transit allocation shortfalls and claims per policy Prior year unrestricted "excess revenue" above fund balance Per policy, Reserve is 5% of County Auditor's est. of new revenue, nearest 1,000. For FY 2017/18, allocation was made to Reserve to make up for shortfall Fund balance available for transit claim based on 5-Yr Capital Program In-kind match for any planning grants |
| Auditor's Anticipated Unrestricted Balance - Current Year | \$ 102,027 | \$ 110,188 | \$ 8,161 | 8.0% | |
| Total Local Transportation Fund (LTF) Estimate | \$ 3,593,738 | \$ 3,861,696 | \$ 267,958 | 7.5% | |
| Auditor's Anticipat'd Unrestricted Balance - Reversal | \$ (102,027) | \$ (110,188) | | | |
| LTF Unallocated - Accounting transition to County's accrual method | \$ 596,200 | \$ 29,135 | \$ (567,065) | -95.1% | |
| Prior Year Balance Remaining for Later Allocation | \$ 18,111 | \$ - | | | |
| MTA Fiscal Audit - Amount returned to MCOG, if any | \$ 93,597 | pending | | | |
| Planning Overall Work Program (OWP) - Carryover from Previous FY | \$ 121,019 | \$ 5,000 | \$ (116,019) | -95.9% | |
| Total Local Transportation Funds: | \$ 4,320,638 | \$ 3,785,643 | \$ (534,995) | -12.4% | |
| LTF Reserve Funds | | | | | |
| LTF "Unrestricted Balance" of Unallocated Revenue | \$ (65,156) | \$ 70,886 | \$ 136,042 | -208.8% | |
| LTF Reserve Fund Balance | \$ 363,961 | \$ 108,748 | \$ (255,213) | -70.1% | |
| Less/Plus Current Year Reserve Allocation | \$ (192,169) | \$ 68,364 | | | |
| Subtotal | \$ 106,636 | \$ 247,998 | \$ 141,362 | 132.6% | |
| Less LTF Reserve Minimum Balance per Policy adopted 4/2/2001 | \$ (175,000) | \$ (188,000) | \$ (13,000) | 7.4% | |
| LTF Reserve Available for Allocation: | \$ (68,364) | \$ 59,998 | \$ 128,362 | -187.8% | |
| TOTAL LTF REVENUES | \$ 4,252,274 | \$ 3,845,641 | \$ (406,633) | -9.6% | |
| Capital Reserve Funds Total Capital Reserve Fund | \$ 323,240 | \$ 300,493 | \$ (22,747) | -7.0% | |
| Local Agency Contributions | \$ - | \$ - | | | |
| Total Local/Regional Revenues: | \$ 4,575,514 | \$ 4,146,134 | \$ (429,380) | -9.4% | |
| STATE: | | | | | |
| Planning Programming & Monitoring (PPM) Funds | | | | | |
| Planning Overall Work Program (OWP) - New Revenue | \$ 164,000 | \$ 89,000 | \$ (75,000) | -45.7% | FY 2017/18 OWP as amended Feb. 5, 2018; 2018/19 preliminary carryover |
| Planning Overall Work Program (OWP) - Carryover from Previous FY | \$ 53,928 | \$ 4,659 | \$ (49,269) | -91.4% | |
| Total PPM Funds: | \$ 217,928 | \$ 93,659 | \$ (124,269) | -57.0% | |
| State Transit Assistance (STA) Funds | | | | | |
| State Controller's Estimate | \$ 355,333 | \$ 680,635 | \$ 325,302 | 91.5% | TDA Funds Preliminary estimates; 2018/19 increase due to SB1 |
| Estimated Fund Balance Available for Allocation | \$ 66,179 | \$ 291,184 | \$ 225,005 | 340.0% | FY 2018/19 fund balance includes 2017/18 revised SCO estimate |
| Total State Transit Assistance Funds: | \$ 421,512 | \$ 971,819 | \$ 550,307 | 130.6% | |
| Rural Planning Assistance Funds (RPA) | | | | | |
| Planning Overall Work Program (OWP) - New Revenue | \$ 294,000 | \$ 294,000 | \$ - | 0.0% | FY 2017/18 OWP as amended Feb. 5, 2018; 2018/19 carryover pending |
| Planning Overall Work Program - Carryover | \$ 54,460 | \$ - | | | |
| Total RPA Funds: | \$ 348,460 | \$ 294,000 | \$ (54,460) | -15.6% | |
| California Active Transportation Program (ATP) | | | | | |
| ATP Infrastructure Projects - New Revenue | \$ 485,000 | pending | | | SR-162 Corridor Multi-Purpose Trail, Ph. 1 & 2-Prelimin. Engineering Estimate of funds to carry over to next FY of 3-year project Safe Routes to School 3-year grants - Countywide and Covelo |
| ATP Infrastructure Projects - Carryover | \$ 317,768 | pending | | | |
| ATP Non-Infrastructure Projects - Carryover | \$ 701,240 | \$ 25,000 | \$ (676,240) | -96.4% | |
| Total ATP Funds: | \$ 1,504,008 | \$ 25,000 | \$ (1,479,008) | -98.3% | |

| | | | | | | |
|----------------------------------------------------------------------|----|-----------|----|-----------|----------------|------------------------------------------------------------------------------------------|
| California 2006 Proposition 1B Programs | | | | | | |
| Transit System Safety, Security and Disaster Response (TSSSDR) | \$ | 131,751 | \$ | - | | FY 2015/16 and 2016/17, Cycles 9 and 10 of 10 were allocated in 2017/18. |
| Public Trans. Modernization, Improvement & Service Enhancement Acct. | \$ | 420,400 | \$ | - | | Funds have been fully claimed over the 10-year program. |
| California Energy Commission Grant Subcontract | \$ | 2,000 | \$ | - | | Approved 2/2/2017: Fuel Cell Plan, under Admin. Budget - carried over |
| Total State Revenues: | \$ | 3,046,059 | \$ | 1,384,478 | \$ (1,661,581) | -54.5% |
| FEDERAL: | | | | | | |
| Federal Grant Programs and Regional Apportionments | | | | | | |
| FTA Section 5311f Intercity Bus Program | \$ | 122,833 | | pending | | Competitive grants: Operating Assistance awarded to MTA in FY 2017/18 |
| FTA Section 5311 Program - Regional Apportionment | \$ | 484,742 | | pending | | Annual apportionment to Mendocino County for transit operations/capital |
| Regional Surface Transportation Program (RSTP) | \$ | 693,249 | \$ | 736,865 | \$ 43,616 | 6.3% Actual revenue and Preliminary estimate - exchanged for State \$ |
| RSTP Carryover/Balance Available for Later Allocation | \$ | 65,376 | \$ | 112,115 | \$ 46,739 | 71.5% Prior Admin allocations for Regional Project Mgr & Dir. Cost, per audit 6.30.2017; |
| Total Federal Revenues: | \$ | 1,366,200 | \$ | 848,980 | \$ (517,220) | -37.9% \$20,000 approved FY 2016/17 for City of Ukiah's school district traffic study |
| TOTAL REVENUES | \$ | 8,987,773 | \$ | 6,379,592 | \$ (2,608,181) | -29.0% |

| ALLOCATIONS | FY 2017/18 Budget Amended | FY 2018/19 Budget Proposed | \$ Change | % Change | NOTES |
|--------------------------------------------------------------------|---------------------------|----------------------------|-----------|-----------|----------------------------------------------------------------------------------------------------|
| LOCAL/REGIONAL: | | | | | |
| Local Transportation Funds (LTF) | | | | | |
| Reserved LTF Prior-Year Unallocated Revenues of \$596,200 | \$ | 29,135 | \$ | 29,135 | Balance remaining after allocations from Prior-Year Unallocated Revenues |
| LTF Prior-Year Unallocated Revenues to LTF Reserve Administration: | \$ | 68,364 | \$ | - | To cover shortfall and bring LTF Reserve to 5% (\$175,000) in 2017/18, per policy |
| Admin. & Fiscal Services Contract | \$ | 378,366 | \$ | 392,444 | \$ 14,078 3.72% Includes COLA of 2.94% per CPI rate; contract allows up to 4% |
| Other Direct Costs | \$ | 56,967 | \$ | 50,000 | \$ (6,967) -12.2% Includes \$18,111 savings reallocated to COLA (above) and Contingencies |
| Total Administration Allocations: | \$ | 435,333 | \$ | 442,444 | \$ 7,111 1.6% Fiscal & Administration Services contract approved for FY 2014/15 - 2018/19 |
| Two Percent LTF Bicycle & Pedestrian Program | \$ | 73,052 | \$ | 66,181 | \$ (6,871) -9.4% 2% of LTF Estimate (less Admin. allocation); 2017/18 added 2% of unallocated \$ |
| Planning Overall Work Program (OWP) - New Funds | \$ | 122,750 | \$ | 147,816 | \$ 25,066 20.4% 2017/18: first increase in many years, due to constraints on State planning funds |
| OWP Carryover from Previous Fiscal Year | \$ | 121,019 | \$ | 5,000 | FY 2017/18 OWP as amended Feb. 5, 2018; 2018/19 preliminary carryover |
| Total Admin., Bike & Ped., Planning, Reserves: | \$ | 849,653 | \$ | 690,576 | \$ (159,077) -18.7% |
| BALANCE AVAILABLE FOR TRANSIT | \$ | 3,402,621 | \$ | 3,155,065 | \$ (247,556) -7.3% 2017/18 made up Transit shortfall with prior-year revenue. 2018/19 up 4.4% net. |
| Mendocino Transit Authority (MTA) Claim: | | | | | <u>TDA Authority:</u> |
| MTA Operations | \$ | 2,549,564 | \$ | 2,661,288 | \$ 111,724 4.4% Public Utilities Code (PUC) Sec. 99260a |
| Unmet Transit Needs | \$ | - | \$ | - | PUC Section 99260a |
| Senior Centers Operations | \$ | 473,057 | \$ | 493,777 | \$ 20,720 4.4% PUC Section 99400c |
| MTA Capital Program - Current Year | \$ | 380,000 | \$ | - | PUC Section 99260a for RouteMatch software/hardware system acquisition |
| Capital Reserve Fund Contribution | \$ | - | \$ | - | CA Code of Regulations (CCR) Sec. 6648 |
| Total LTF Transit Claim: | \$ | 3,402,621 | \$ | 3,155,065 | \$ (247,556) -7.3% |
| Total LTF Allocations: | \$ | 4,252,274 | \$ | 3,845,641 | \$ (406,633) -9.6% |
| Capital Reserve Funds | | | | | |
| Mendocino Transit Authority (MTA) Claim: | | | | | |
| Capital Program, MTA - Current Year | \$ | 39,375 | \$ | - | CCR Section 6648 |
| Capital Program, Senior Centers - Current Year | \$ | - | \$ | - | CCR Section 6648 |
| Capital Program - Long Term | \$ | 283,865 | \$ | - | CCR Section 6631 |
| Total CRF Allocations: | \$ | 323,240 | \$ | - | \$ (323,240) -100.0% |
| Total Local/Regional Allocations: | \$ | 4,575,514 | \$ | 3,845,641 | \$ (729,873) -16.0% |

| STATE: | | | | | |
|----------------------------------------------------------------------|--------------|--------------|----------------|--------|-----------------------------------------------------------------------------------|
| Planning Programming & Monitoring (PPM) Funds | | | | | |
| Planning Overall Work Program (OWP) - New Revenue | \$ 164,000 | \$ 89,000 | \$ (75,000) | -45.7% | |
| Planning Overall Work Program (OWP) - Carryover from Previous FY | \$ 53,928 | \$ 4,659 | | | FY 2017/18 OWP as amended Feb. 5, 2018; 2018/19 preliminary carryover |
| Total PPM Allocations: | \$ 217,928 | \$ 93,659 | \$ (124,269) | -57.0% | |
| State Transit Assistance (STA) Funds | | | | | |
| Mendocino Transit Authority (MTA) Claim: | | | | | |
| MTA Operations | \$ 175,000 | \$ 300,000 | \$ 125,000 | 71.4% | TDA Authority: CCR Section 6730a |
| Capital Program, MTA & Seniors - Current Year | \$ 180,000 | \$ 49,000 | \$ (131,000) | -72.8% | CCR Section 6730b |
| Capital Reserve Fund Contribution | \$ - | \$ 331,645 | | | CCR Section 6631 |
| Total STA Allocations: | \$ 355,000 | \$ 680,645 | \$ 325,645 | 91.7% | |
| Rural Planning Assistance Funds (RPA) | | | | | |
| Planning Overall Work Program (OWP) - New Revenue | \$ 294,000 | \$ 294,000 | \$ - | 0.0% | |
| Planning Overall Work Program (OWP) - Carryover from Previous FY | \$ 54,460 | \$ - | | | FY 2017/18 OWP as amended Feb. 5, 2018; 2018/19 carryover pending |
| Total RPA Allocations: | \$ 348,460 | \$ 294,000 | \$ (54,460) | -15.6% | |
| California Active Transportation Program (ATP) | | | | | |
| ATP Infrastructure Projects - New Revenue | \$ 485,000 | pending | | | SR-162 Corridor Multi-Purpose Trail, Ph. 1 & 2-Prelimin. Engineering |
| ATP Infrastructure Projects - Carryover | \$ 317,768 | pending | | | Estimate of funds to carry over to next FY of 3-year project |
| ATP Non-Infrastructure Projects - Carryover | \$ 701,240 | \$ 25,000 | \$ (676,240) | -96.4% | Safe Routes to School 3-year grants - Countywide and Covelo |
| Total ATP Allocations | \$ 1,504,008 | \$ 25,000 | | | |
| California 2006 Proposition 1B Programs | | | | | |
| Prop 1B Transit System Safety, Security and Disaster Response | \$ 131,751 | \$ - | | | MCOG approves allocation to MTA for eligible projects; final allocation Oct. 2017 |
| Public Trans. Modernization, Improvement & Service Enhancement Acct. | \$ 420,400 | \$ - | | | MCOG approves allocation to MTA for eligible projects; final allocation June 2017 |
| Caltrans Sustainable Communities Planning Grant | \$ 179,229 | \$ - | | | |
| California Energy Commission Grant Subcontract | \$ 2,000 | \$ - | | | Approved 2/2/2017: Fuel Cell Plan, under Admin. Budget - carried over |
| Total State Funds Allocations: | \$ 2,979,547 | \$ 1,093,304 | \$ (1,886,243) | -63.3% | |
| FEDERAL: | | | | | |
| Federal Grant Programs and Regional Apportionments | | | | | |
| FTA Section 5311f Intercity Bus Program | \$ 122,833 | pending | | | Competitive grants: Operating Assistance awarded to MTA in FY 2017/18 |
| FTA Section 5311 Program - Regional Apportionment: | \$ 484,742 | pending | | | MTA is eligible, applied for 2017/18; MCOG approves programming |
| Regional Surface Transportation Program (RSTP) | | | | | |
| MCOG Partnership Funding Program | \$ 100,000 | \$ 100,000 | \$ - | 0.0% | RSTP budget allocations are based on estimates |
| Local Assistance - Project Delivery - Administration | \$ 90,000 | \$ 90,000 | \$ - | 0.0% | Regional capital project funds "off the top" |
| Formula Distribution to MCOG Member Agencies: | | | | | |
| Mendocino County Dept. of Transportation | \$ 108,339 | \$ 117,729 | \$ 9,390 | 8.7% | Staff - Regional Project Manager under Admin. Contract and direct costs |
| City of Ukiah | \$ 145,801 | \$ 158,438 | \$ 12,637 | 8.7% | |
| City of Fort Bragg | \$ 97,348 | \$ 105,786 | \$ 8,438 | 8.7% | |
| City of Willits | \$ 91,370 | \$ 99,289 | \$ 7,919 | 8.7% | |
| City of Point Arena | \$ 60,390 | \$ 65,624 | \$ 5,234 | 8.7% | |
| Total RSTP Formula Distribution | \$ 503,248 | \$ 546,866 | \$ 43,618 | 8.7% | 2017/18 actual per State exchange agreement rec'vd 4.30.2017. R/O error <1> |
| Total RSTP Allocations: | \$ 693,248 | \$ 736,866 | \$ 43,618 | 6.3% | Formula allocation by policy, distribution pending State processing of funds |
| Total Federal Funds Allocations: | \$ 1,300,823 | \$ 736,866 | \$ (563,957) | -43.4% | |
| Total Transit Allocations | \$ 5,240,587 | \$ 3,835,710 | \$ (1,404,877) | -26.8% | 2017/18 includes FTA Section 5311, 5311f funds |
| Total Overall Work Program (OWP) | \$ 1,690,626 | \$ 565,475 | \$ (1,125,151) | -66.6% | FY 2017/18 OWP as amended Feb. 5, 2018; 2018/19 preliminary carryover |
| TOTAL ALLOCATIONS | \$ 8,855,884 | \$ 5,675,811 | \$ (3,180,073) | -36% | |
| Balance Remaining for Later Allocation/Difference of Actuals | \$ 131,889 | \$ 703,781 | \$ 571,892 | 434% | State Transit Assistance (STA), Capital Reserve and RSTP Local Assistance |

RECEIVED APR 27 2018



SERVING MENDOCINO COUNTY SINCE 1976

April 27, 2018

Phil Dow, Executive Director
Mendocino Council of Governments
267 North State Street, Suite 206
Ukiah, CA 95482

Dear Phil,

Attached is MTA's claim for funds for fiscal year 2018/2019. The MTA preliminary budget was reviewed at our March 28, 2018 and the formal resolution for the claim will be approved at the May 25, 2018 Board Meeting. In summary, MTA is requesting:

\$ 3,155,065 from the Local Transportation Fund (LTF), and
\$ 680,645 in State Transit Assistance funds

Local Transportation Fund

The Claim includes the amount recommended by MCOG's Executive Committee as available for Transit. Of that amount, \$2,661,288 would be used to support MTA's General Public Operations and \$493,777 for Senior Center operations. No funds would be used for the Unmet Transit Needs List referred to MTA by your Board.

State Transit Assistance Fund

The Claim includes a total of \$680,645 of MTA's share of the Governor's State budget for STA funds to be used for Operating and Capital assistance.

Capital Reserve

The Capital Program for FY2018/19 balance will remain in the Long-Term Capital Reserve for future use.

MTA Operations

The Auditor's Estimate of LTF Revenues increased of 4.4% for FY18/19 will be utilized to augment MTA operating costs.

Senior Center Subsidy Program

Senior Center operating budgets are not developed until later in the process. However, since 1996, MTA and Senior Centers have agreed to share equally in the percentage change in LTF funding available for transit operations.


MTA and Senior Center Capital Program

The Capital Program for the budget year FY 18/19 will include replacement of five (5) Paratransit buses, one staff vehicle, Administration Offices remodel and one Senior Center Accessible minivan purchase.

Uncertainty

As always, the creation of a budget in March is highly uncertain. Federal and state funding are unknown well after our fiscal year begins. We are submitting the best information we have at this time, but respectfully request your understanding and support in the event that a revised claim is necessary.

Sincerely,



Carla Meyer
General Manager

Cc: see attached distribution list

DISTRIBUTION: (Letter to Phil Dow dated April 27, 2018 from Carla Meyer, General Manager, Mendocino Transit Authority)

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Mendocino Transit Authority Summary of 2018/2019 Claim for Funds

4/27/18

| Source | Authority | Purpose | FY 2017/18 Amount | FY 2018/19 Amount |
|---------------------------------------|--------------------|--------------------------|----------------------|----------------------|
| Local Transportation Fund: | | | | |
| | PUC, Sec. 99260(a) | MTA Operations | \$2,549,564 | \$2,661,288 |
| | PUC, Sec. 99260(a) | Unmet Transit Needs | | \$0 |
| | PUC, Sec. 99400(c) | Senior Center Operations | \$473,057 | \$493,777 |
| | PUC, Sec. 99260(a) | MTA & Senior Capital | \$0 | \$0 |
| | CCR, Sec. 6648 | Transit Capital Reserve | \$0 | \$0 |
| | PUC, Sec. 99260.6 | Rail Passenger Subsidy | \$0 | \$0 |
| Total | | | \$3,022,621 | \$3,155,065 |
| State Transit Assistance Fund: | | | | |
| | CCR, Sec. 6730(a) | MTA Operations | \$300,000 | \$0 |
| | CCR, Sec. 6731(b) | Senior Center Operations | | \$0 |
| | CCR, Sec. 6730(b) | MTA & Senior Capital | \$49,000 | \$0 |
| | CCR, Sec. 6752 | Reclaim for MTA Capital | | \$0 |
| | CCR, Sec. 6648 | Transit Capital Reserve | \$331,645 | \$0 |
| Total | | | \$680,645 | \$0 |
| Capital Reserve | | | | |
| | CCR, Sec. 6648 | MTA Capital | | \$0 |
| | CCR, Sec. 6648 | Senior Capital | | \$0 |
| | CCR, Sec. 6631 | Long-Term Capital | | \$0 |
| Total | | | \$0 | \$0 |
| Total Claim | | | \$3,703,266 | \$3,155,065 |

MENDOCINO COUNCIL OF GOVERNMENTS

2018/19 Budget

Explanatory Notes on Funding Sources

4/20/2018

LTF - Local Transportation Fund

- Generated from quarter-cent sales tax on all sales countywide.
- Governed by the Transportation Development Act (TDA).
- Allocated by Regional Transportation Planning Agencies.
- Fund estimate provided by County Auditor-Controller.
- Transportation planning and public transit systems are supported by these revenues according to TDA.

LTF Reserve Fund

- Allowed under TDA, adopted locally by MCOG on June 7, 1999, revised April 2, 2001.
- Fund balance adjusted annually at five percent of County Auditor'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.”* A claim was made to meet the FY 2015/16 shortfall of \$68,364.
- The fund was depleted to cover the FY 2008/09 revenue shortfall and policy waived in FY 2010/11 and again in FY 2011/12. The policy was partially waived for 2012/13, 2013/14 and 2014/15.
- Since FY 2015/16, MCOG has restored the LTF Reserve policy by reserving the minimum fund balance of five percent of the County Auditor-Controller's LTF estimate, releasing two years of surplus for allocation between \$100,000 and \$200,000, followed by a shortfall of \$65,000, then surplus of \$71,000.

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 SB1, 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 or Capital purposes, until the operations requirement was waived for FY 2009/10 – 2015/16 during the Recession.
- 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.”*
- 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.
- When gas prices were on the rise in 2006 to 2007, the fund soared and drew attention. STA was raided by the State during its budget crisis in 2007 and 2008, then suspended altogether in 2009. Under pressure and a lawsuit won by the transit lobby, the Legislature released STA funds in 2010/11.
- Annual revenues leveled off to a range of \$400,000 to \$500,000 annually to MCOG, then dipped with SCO's 2016 administrative changes. Transit advocates have long sought a more stable source of revenue. SB 838 stabilized STA through FY 2017/18. In 2017/18, SB 1 increased revenues for this program.

Capital Reserve Fund

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

RSTP – Federal/Regional Surface Transportation Program, Section 182.6(d)(1)

- Under ISTEA legislation originally, subsequently under TEA21, SAFETEA-LU, MAP-21 and FAST Act.
- 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 resolution). In FY 2013/14 MCOG allocated Partnership Funds to the SR-162 Corridor Multi-Purpose Trail project.
- In 2009, the American Recovery & Reinvestment Act federal stimulus funds flowed through the RSTP.
- 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.
- In 2016/17 and 2017/18, MCOG allocated Partnership Funds to County Transportation for its North State Street Signal Improvements and Branscomb Road Pedestrian/Multi-Use Bridge Over Ten Mile Creek projects; and to Cities of Point Arena, Fort Bragg and Willits for EV charging station costs.

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.

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.
- MTA has received grants, most recently for a 2014/15 transit ridership survey.
- City of Willits recently completed the grant-funded Willits Main Street Corridor Enhancement Plan.

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 provides required cash match from local planning funds in Overall Work Program.

SP&R - State Planning & Research

In recent years, MCOG has administered several SP&R grant projects for Caltrans District 1, such as the Hopland Main Street Corridor study, Greater Ukiah Area Micro-simulation Model, and Pacific Coast Bike Route/California Coastal Trail Engineered Feasibility Study.



MENDOCINO COUNCIL OF GOVERNMENTS
STAFF REPORT

Agenda # 6c
Regular Calendar
MCOG Meeting
5/7/2018

TITLE: FY 2018/19 Draft Overall Work Program (OWP)

DATE SUBMITTED: 4/27/18

SUBMITTED BY: Loretta J. Ellard, Deputy Planner

MEETING DATE: 5/7/18

BACKGROUND:

At their meeting of 2/21/18, the Technical Advisory Committee (TAC) recommended approval of the Draft FY 2018/19 Overall Work Program (OWP), totaling \$565,475. The Draft was submitted to Caltrans on 2/28/18. Caltrans staff have 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 7 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 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: \$108,200 (\$105,950 MCOG + \$250 Direct Costs + \$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: \$90,475 (\$90,475 MCOG)

Responsible Agency: MCOG

W.E. 3 – Community Transportation Planning (MCOG) – This work element covers transportation planning duties including ongoing coordination, outreach, and support to all local communities in Mendocino County (including cities and unincorporated areas) to identify and plan policies, strategies, programs and actions that maximize and implement the regional and community transportation infrastructure, including all transportation modes, and improve community livability. This work element was first included in FY 2017/18.

Total: \$10,250 (\$10,000 MCOG + \$250 Direct Costs)

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: \$10,000 (\$10,000 MCOG)

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: \$60,000 (\$60,000 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: \$64,025 (\$56,775 MCOG + \$7,250 Pavement Management Program (PMP) annual user fees)

Responsible Agency: MCOG

W.E. 10 – Transit Designs Guidelines Manual (MTA) – This is a project to develop a Transit Designs Guidelines Manual for MTA. It is needed to provide guidance on Americans with Disabilities Act (ADA) requirements for future passenger facilities.

Total: \$35,000 (\$35,000 Consultant)

Responsible Agency: MTA

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.

Total: \$21,000 (\$10,000 MCOG + \$11,000 Direct Costs: \$6,000 MCOG + \$5,000 County, Cities, MTA)

Responsible Agencies: MCOG, County, Cities, MTA

W.E. 15 – Transportation Planning for Mill Site Reuse & Rezoning (Fort Bragg) – This work element includes transportation planning related to the development of a Mill Site Reuse Plan and Local Coastal Plan that comprises one-third of the City of Fort Bragg’s incorporated area, and 65% of the Coastal Zone area within the City. This project will complete a community-based transportation planning process for the large, vacant industrial site which will achieve many key transportation goals. *In their comment letter on the Draft OWP, Caltrans provided comments in support of this project.*

Total: \$48,125 (\$48,125 Consultant)

Responsible Agency: City of Fort Bragg

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: \$30,000 (\$30,000 MCOG)

Responsible Agency: MCOG

W.E. 17 – Zero Emissions Vehicle & Alternate Fuels Readiness Plan Update – This is a project to update MCOG’s 2013 ZEV Regional Readiness Plan and the 2015 Feasibility Study, with the update to include various alternative fuels under consideration in interregional plans. *In their comment letter on the Draft OWP, Caltrans commended MCOG for including this project to lead the way in adopting ZEV plans.* Note: Rural Planning Assistance (RPA) grant funds have also been requested to fund this project, and if awarded, these funds would be available for reprogramming. RPA grant award decisions are expected in early May, 2018.

Total: \$35,000 (\$8,500 MCOG; \$26,500 Consultant)

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: \$5,600 (\$5,000 MCOG + \$600 GIS software)

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: \$22,800 (\$22,300 MCOG; Direct Costs \$500)
Responsible Agency: MCOG

W.E. 21 – Pedestrian Facility Needs Inventory/Engineered Feasibility Study – Inland/North Coast (MCOG) Carryover – This carryover grant-funded project will explore the needs, priorities, and feasibility of improving identified deficiencies within the pedestrian network of the cities of Ukiah, Willits, and Fort Bragg, as well as most of the unincorporated communities in the County. (Note: This project has been combined with W.E. 19 which has the same scope of work for the City of Point Arena and unincorporated south coast area. W.E. 19 will be added to the Final OWP as a carryover project.)
Total: \$10,000 (\$10,000 MCOG); Consultant carryover funding will be added to the Final OWP
Responsible Agency: MCOG

W.E. 22 – Safe Routes to School – Active Transportation Program (ATP) Non-Infrastructure Grant (MCOG) Carryover – This will be the final carryover of a multi-year project to continue implementation of the ATP Non-Infrastructure grant to incorporate activities that will make it safer for students to walk and bike to school in fourteen target schools (in seven communities) throughout the County. This combined project included funding from two separate ATP grants awarded for Non-Infrastructure Safe Routes to School activities: Countywide (\$871,000) and Covelo (\$233,000).
Total: \$15,000 (\$15,000 MCOG); Consultant and agency carryover funding will be added to the Final OWP
Responsible Agency: MCOG

The Draft FY 2018/19 Overall Work Program as submitted totals \$565,475. The attached financial summary sheets provide a breakdown of proposed funding sources and allocations. Additional carryover projects will be added to the Final Work Program.

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 2018/19 Overall Work Program is prepared for TAC recommendation in May, and MCOG consideration in June.

ALTERNATIVES:

None identified.

RECOMMENDATION:

This item is presented for information and discussion only, as part of MCOG’s overall budget workshop. The Final FY 2018/19 Overall Work Program will be scheduled for TAC review and recommendation in May, and MCOG adoption in June.

*Attachments: FY 2018/19 Draft OWP – Summary of Funding Sources
FY 2018/19 Draft OWP – Funding Allocation & Expenditure Summary*

**MENDOCINO COUNCIL OF GOVERNMENTS
FY 2018/2019 DRAFT OVERALL WORK PROGRAM
SUMMARY OF FUNDING SOURCES**

| NO. | WORK ELEMENT | LOCAL LTF | STATE PPM | STATE | FEDERAL | TOTAL |
|-----|-------------------------------------------------------------------------|------------------|-----------------|------------------|------------|------------------|
| 1 | MCOG - Regional Government & Intergovernmental Coordination | \$250 | | \$107,950 | | \$108,200 |
| 2 | MCOG - Planning Management & General Coordination (Non-RPA) | \$90,475 | | | | \$90,475 |
| 3 | MCOG - Community Transportation Planning | \$10,250 | | | | \$10,250 |
| 4 | MCOG - Sustainable Transportation Planning | | | \$10,000 | | \$10,000 |
| 6 | Co. DOT - Combined Special Studies | | | \$60,000 | | \$60,000 |
| 7 | MCOG - Planning, Programming & Monitoring | | \$35,275 | \$28,750 | | \$64,025 |
| 10 | MTA - Transit Designs Guidelines Manual | \$30,341 | \$4,659 | | | \$35,000 |
| 14 | MCOG - Training | \$21,000 | | | | \$21,000 |
| 15 | Fort Bragg - Trans Planning for Mill Site Reuse & Rezoning | | \$48,125 | | | \$48,125 |
| 16 | MCOG - Multi-Modal Transportation Planning | | | \$30,000 | | \$30,000 |
| 17 | MCOG - Zero Emissions Vehicle & Alternative Fuels Readiness Plan Update | | | \$35,000 | | \$35,000 |
| 18 | MCOG - Geographic Information System (GIS) Activities | | \$5,600 | | | \$5,600 |
| 20 | MCOG - Grant Development & Assistance | \$500 | | \$22,300 | | \$22,800 |
| 21 | MCOG - Pedestrian Facility Needs Inventory/EFS - Carryover | | | \$10,000 | | \$10,000 |
| 22 | MCOG - Safe Routes To School ATP Non-Infrastructure Grant - Carryover | | | \$15,000 | | \$15,000 |
| | TOTAL | \$152,816 | \$93,659 | \$319,000 | \$0 | \$565,475 |

TOTAL WORK PROGRAM SUMMARY

| | | | |
|--------------|------------------|--------------------------|------------------|
| Local | \$152,816 | Local LTF 2018/19 Alloc. | \$147,816 |
| State | \$412,659 | Local LTF c/o | \$5,000 |
| Federal | \$0 | State PPM 2018/19 Alloc. | \$89,000 |
| TOTAL | \$565,475 | State PPM c/o | \$4,659 |
| | | State RPA 2018/19 Alloc. | \$294,000 |
| | | State Grants c/o | \$10,000 |
| | | State ATP c/o | \$15,000 |
| | | Federal | \$0 |
| | | TOTAL | \$565,475 |

| PROGRAM MATCH | | |
|-----------------------------------|------------------|---------------|
| Local | \$152,816 | 27.0% |
| State | \$412,659 | 73.0% |
| Federal | \$0 | 0.0% |
| TOTAL WORK PROGRAM SUMMARY | \$565,475 | 100.0% |

**MENDOCINO COUNCIL OF GOVERNMENTS
FY 2018/2019 DRAFT OVERALL WORK PROGRAM
FUNDING ALLOCATION & EXPENDITURE SUMMARY**

| NO. | WORK ELEMENT TITLE | COUNTY DOT | COUNTY DPBS | MTA | CITIES | MCOG STAFF | CONSULT/ OTHERS/ DIRECT COSTS | TOTAL |
|------------|----------------------------------------------------------------------------|-----------------------|------------------------|------------|---------------|-----------------------|--------------------------------------------------|------------------|
| 1 | MCOG - Regional Government & Intergovernmental Coordination | | | | | \$105,950 | \$2,250 | \$108,200 |
| 2 | MCOG - Planning Management & General Coordination (Non-RPA) | | | | | \$90,475 | | \$90,475 |
| 3 | MCOG - Community Transportation Planning | | | | | \$10,000 | \$250 | \$10,250 |
| 4 | MCOG - Sustainable Transportation Planning | | | | | \$10,000 | | \$10,000 |
| 6 | Co. DOT - Combined Special Studies | \$60,000 | | | | | | \$60,000 |
| 7 | MCOG - Planning, Programming & Monitoring | | | | | \$56,775 | \$7,250 | \$64,025 |
| 10 | MTA - Transit Designs Guidelines Manual | | | | | | \$35,000 | \$35,000 |
| 14 | MCOG - Training | | | | | \$10,000 | \$11,000 | \$21,000 |
| 15 | Fort Bragg - Transportation Planning for Mill St. Reuse & Rezoning | | | | | | \$48,125 | \$48,125 |
| 16 | MCOG - Multi-Modal Transportation Planning | | | | | \$30,000 | | \$30,000 |
| 17 | MCOG - Zero Emissions Vehicle & Alternate Fuels Readiness Plan Update | | | | | \$8,500 | \$26,500 | \$35,000 |
| 18 | MCOG - Geographic Information System (GIS) Activities | | | | | \$5,000 | \$600 | \$5,600 |
| 20 | MCOG - Grant Development & Assistance | | | | | \$22,300 | \$500 | \$22,800 |
| 21 | <i>MCOG - Pedestrian Facility Needs Inventory/EFS - Carryover</i> | | | | | <i>\$10,000</i> | | <i>\$10,000</i> |
| 22 | <i>MCOG - Safe Routes to School ATP Non-Infrastructure Grant Carryover</i> | | | | | <i>\$15,000</i> | | <i>\$15,000</i> |
| | TOTAL | \$60,000 | \$0 | \$0 | \$0 | \$374,000 | \$131,475 | \$565,475 |

Note: Several work element numbers have been left blank for potential carryover projects

Reimbursement Rates Used For Calculating Days Programmed (estimate only)

County/Cities/Local Agencies (\$75/hr); Consultants (\$125/hr); MCOG Planning Staff (approx \$35-\$122/hr - various positions, per contract)

** MCOG planning staff funding level based on contracted obligation with DBC Consulting (\$374,000 estimate), and assumes a 3% CPI increase*



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 7a
Regular Calendar
MCOG Meeting
5/7/2018

STAFF REPORT

TITLE: US 101 / North State Street Interchange and North State Street
Modeling and Project Study Report

PREPARED: 04/24/18

SUBMITTED BY: Phil Dow, Executive Director

MEETING DATE: 05/07/18

BACKGROUND:

At the April meeting, we reported on ongoing work involving Caltrans to address operational and safety concerns at the North State Street Interchange with US 101 in Ukiah. Two alternatives were presented at the time: Alternative 1 would provide road and bridge widening so that northbound lanes could be shifted westward to permit a dedicated merge lane that would extend past the interchange to a tangent near the Masonite Road crossing. Alternative 2 would construct the northbound access to the freeway from a ramp from North State Street just north of the interchange that extends around the hotel property and merges with northbound traffic north of the Masonite overcrossing. We have subsequently been told that Caltrans is pursuing a Project Initiation Document (PID) based on Alternative 1, but at this point both options are still in play.

It was also reported that MCDOT Director Dashiell has solicited proposals to plan for transportation improvement needs through the rapidly developing corridor of North State Street from Empire/Ford Road to Orr Springs Road. A Project Study Report (PSR) will be prepared that will enable us to move to the project development phase for improvements to several existing intersections, freeway ramps and planning needed for new access to the Liberty property as well as access to housing development in the Lovers Lane area.

Director Dashiell wants to pursue traffic modeling work on North State Street through the interchange area, both north and south of the interchange. Since a planning grant to study extension of Orchard Avenue northward to Ford Road (and then beyond) has recently been approved and a consultant selected, the timing is right to plan for the improvements that will be needed in this developing area. Director Dashiell also has received a proposal to perform the required modeling using our Greater Ukiah Area Micro-simulation Model (GUAMM) that was developed with these types applications in mind.

In that MCDOT Director Dashiell has sought out a consulting firm to utilize our GUAMM traffic model to plan for future intersection, roadway, and ramp improvements in this developing area, I offered to participate in funding this work which has been negotiated (with the consulting firm) at \$100,000. Therefore I am proposing to match a commitment of \$50,000 from Mendocino County with \$50,000 from MCOG's Partnership Funding Program.

ACTION REQUIRED:

Commit up to \$50,000 from the MCOG Partnership Funding Program to match a \$50,000 commitment from Mendocino County to fund the North State Street – Hwy 101 Intersection/Interchange Project Study Report.

ALTERNATIVES:

The Board may choose not to participate in this project or may choose to participate at an alternate funding level. (Not recommended)

RECOMMENDATION: The Technical Advisory Committee and MCOG Staff recommend that \$50,000 be allocated for expenditure from the MCOG Partnership Funding Program to match a \$50,000 commitment from Mendocino County to fund the North State Street – US 101 Intersection/Interchange Project Study Report.



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

Agenda # 7b
Regular Calendar
MCOG Meeting
5/7/2018

TITLE: Request for Funding – Electric Charging Station (Willits)

PREPARED: 04/24/18

SUBMITTED BY: Phil Dow, Executive Director

MEETING DATE: 05/07/18

BACKGROUND:

I received a request from Willits City Planner Duley for financial participation in funding of Americans with Disabilities (ADA) retrofits for two electric vehicle charging stations in the City of Willits parking lot at School Street and West Mendocino Avenue. This is a modest request of \$5,000. The city has already spent considerable staff time in the project development phase of this project.

MCOG has been supportive of efforts throughout Mendocino County to deploy charging stations that are consistent with our deployment plan. As construction has progressed in Fort Bragg, Point Arena, and elsewhere we all have discovered that ADA requirements for retrofitting selected charging sites were overlooked when project costs were developed.

This request was discussed at the Technical Advisory Committee meeting on May 18, 2018. It was noted that all entities should henceforth be aware of the impact of ADA requirements on the budgeting for charging stations in the future and this issue should be addressed during the grant development phase. The Technical Advisory Committee (TAC) subsequently recommended that the Board provide Partnership Funding Program support for this work. Staff concurs with the TAC recommendation.

ACTION REQUIRED:

Commit \$5,000 from MCOG's Partnership Funding Program to assist the City of Willits in completing work to city standards for ADA improvements at two electric vehicle charging stations in the City of Willits public parking lot.

ALTERNATIVES:

The Board may choose not to fund this work. (Not recommended)

RECOMMENDATION: The Technical Advisory Committee and MCOG staff recommend that the MCOG Board commit \$5,000 from the MCOG Partnership Funding Program to assist the City of Willits in meeting ADA requirements at its electric vehicle charging station site, consistent with city standards, at a public parking lot in Willits.



111 E. COMMERCIAL STREET
WILLITS, CALIFORNIA 95490
(707) 459-4601 TEL
(707) 459-1562 FAX

April 10, 2018

RE: Request for Funding: Electric Vehicle Charging Station - Willits

Philip J. Dow - Executive Director
Mendocino Council of Governments
367 N. State Street, Suite 206
Ukiah, CA 95482

Dear Mr. Dow,

I regret to inform you of our request for \$5,000 in order to complete the installation of two electrical vehicle charging stations in the City of Willits public parking lot.

The City is working with the Mendocino Land Trust and MLT California Energy Commission Grant to construct the project. Based on recent quotes from local contractor to complete paving work to meet ADA requirements, the total project costs now exceed the project budget by \$5,000. Breakdown of current project budget is as follows:

EV Chargers: \$24,000

Charger Installation: \$11,000

New paving (ADA requirements), striping, signage: \$40,000

PG&E: \$4,000

Total Budget \$79,000 Available Grant Funds \$74,000

The City has provided significant staff time to meet with Land Trust staff and PG&E to identify a suitable location and design for the charging stations, complete engineered plans, and obtain permission to use the City parking lot to locate chargers. We have also diligently worked to minimize overall project cost. Unfortunately, the City is not in a position to provide the \$5,000 shortfall to fill the unanticipated increase in total project budget.

The City is requesting that MCOG provide monetary support of \$5,000 to fill the unanticipated funding gap and allow for the project to be realized. Thank you for your consideration in this matter.

Sincerely,

Dusty Duley
City Planner



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

Agenda # 8
Regular Calendar
MCOG Meeting
5/7/2018

TITLE: Consideration of Amendments to Proposed SB 1029–
North Coast Railroad Authority Right of Way, Great Redwood
Trail Agency/Sonoma Marin Area Rapid Transit

DATE SUBMITTED: 4/27/18

SUBMITTED BY: Loretta Ellard, Deputy Planner

MEETING DATE: 5/7/18

BACKGROUND: Senate Bill (SB) 1029, known as the “Great Redwood Trail Act” was introduced to the California Senate on February 8, 2018, by Senator McGuire. The most recent version of the bill (amended 4/16/18) is attached.

This proposed bill would (*among other things*) do the following:

- Require the North Coast Railroad Authority, before April 1, 2019, to transfer its rights and responsibilities, excluding pre-existing liabilities and debts, relating to right of way south of a point in the City of Willits and the railroad assets the authority owns to the Sonoma-Marine Area Rail Transit District; and to transfer its rights and responsibilities, excluding pre-existing liabilities and debts, relating to the right of way north of that point in the City of Willits to the California Department of Transportation.
- Abolish the North Coast Railroad Authority after those transfers are made.
- Require the Department of Transportation to complete an inventory and environmental assessment of the right of way, and transfer all rights and responsibilities to the “Great Railroad Trail Agency, before January 1, 2021.
- Create the Great Railroad Trail Agency with various responsibilities. The Agency’s Board of Directors is to consist of:
 - Two appointees from the Governor knowledgeable about trails, parks, railroads, or rivers, one representing the Natural Resources Agency and one representing Caltrans
 - One Senate Rules appointee with the same qualifications regarding trails, parks, railroads, or rivers
 - One Assembly Speaker appointee with the same qualifications regarding trails, parks, railroads, or rivers
 - One appointee from the Humboldt County Board of Supervisors (not a requirement)
 - One appointee from the Mendocino County Board of Supervisors (not a requirement)
 - There is also a provision for an as-of-yet undetermined entity to appoint one board member

When four members are appointed to the Agency the board would be authorized to advise Caltrans on issues related to railbanking and the creation and maintenance of the trail. This provision sunsets on January 1, 2022, whereupon the agency is supposed to be fully formed and functioning.

- Add a member to the SMART Board of Directors, to be appointed by the Mendocino County Board of Supervisors.

On April 24, staff from Senator McGuire’s office contacted Humboldt County Association of Governments (HCAOG) staff to report that the proposed bill passed out of the Senate Natural Resources and Water Committee unanimously with solid bi-partisan support. Senator McGuire’s staff advised that they will be working on additional amendments over the next few weeks before the bill heads to the Appropriations Committee, and requested that any amendments be submitted as soon as possible.

HCAOG staff advised that they have already made an unofficial request to add board members from both HCAOG and MCOG to the Agency Board, specifically, a member representing a city. Although MCOG was not contacted directly by the Senator’s staff for input, we’ve scheduled this item for MCOG Board consideration of any potential amendments.

ACTION REQUIRED: Discuss SB 1029, and consider whether or not to request amendments to the proposed legislation.

ALTERNATIVES: The Board may choose to not consider this item.

RECOMMENDATION: After Board discussion, provide direction to MCOG staff on whether or not to request amendments to SB 1029.

Attachment: SB 1029



California

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SB-1029 North Coast Railroad Authority: right-of-way: Great Redwood Trail Agency: Sonoma-Marin Area Rail Transit District. (2017-2018)

SHARE THIS:



Date Published: 04/16/2018 09:00 PM

AMENDED IN SENATE APRIL 16, 2018
 AMENDED IN SENATE APRIL 05, 2018
 AMENDED IN SENATE MARCH 15, 2018

CALIFORNIA LEGISLATURE— 2017–2018 REGULAR SESSION

SENATE BILL**No. 1029**

Introduced by Senator McGuire

February 08, 2018

An act to add Section 14111 to, and to add Chapter 4 (commencing with Section 93030) to Title 12 of, the Government Code, ~~and~~ to add Chapter 14 (commencing with Section 5880) to Division 5 of, and to repeal Section 5883 of, the Public Resources Code, *and to amend Sections 105001, 105003, 105012, 105020, 105032, and 105095 of, to add Section 105088 to, and to repeal Sections 105104, 105105, and 105180 of, the Public Utilities Code,* relating to transportation.

LEGISLATIVE COUNSEL'S DIGEST

SB 1029, as amended, McGuire. North Coast Railroad Authority: right-of-way: Great Redwood Trail ~~Agency.~~
Agency: Sonoma-Marin Area Rail Transit District.

(1) Existing law creates the North Coast Railroad Authority with various powers and duties relating to rail service in the north coast area of the state, including the authority to acquire, own, operate, and lease real and personal property reasonably related to the operation and maintenance of railroads.

This bill would require the authority, before April 1, 2019, to transfer its rights, privileges, and responsibilities, excluding any preexisting liability related to debt, litigation, or contractual obligations, relating to both its right-of-way south of a point in the City of Willits and the railroad assets the authority owns to ~~an unspecified successor agency.~~ *the Sonoma-Marin Area Rail Transit District,* and to transfer its rights, privileges, and responsibilities, excluding any preexisting liability related to debt, litigation, or contractual obligations, relating

to its right-of-way north of that point in the City of Willits to the Department of Transportation. The bill would abolish the authority after those transfers are made. ~~The bill would require the unspecified successor agency to conduct a freight rail study incorporating the entire length of the southern right-of-way.~~

(2) Existing law establishes the Active Transportation Program, within the Department of Transportation, to fund projects that promote active modes of transportation, such as biking and walking.

This bill would require the department, within 2 years of being transferred the rights, privileges, and responsibilities relating to the northern right-of-way described in paragraph (1), to inventory any parcel or contract related to the right-of-way and complete an environmental assessment of the right-of-way. The bill would require the department, before January 1, 2021, to transfer those rights, privileges, and responsibilities to the Great Redwood Trail Agency.

This bill would create the Great Redwood Trail Agency, and provide for the appointment of its board of directors. The bill would require the agency, upon 4 board members joining the agency's initial board of directors, to advise the department on certain issues relating to the northern right-of-way. The bill would require the agency to create and maintain a trail in, or next to, the northern right-of-way. The bill would require the agency to complete the railbanking process on a portion of the northern right-of-way, and would authorize the agency to contract with an operator to operate freight or excursion rail service on the remaining portion of the northern right-of-way, as specified.

(3) Existing law creates, within the Counties of Sonoma and Marin, the Sonoma-Marin Area Rail Transit District, which is governed by a 12-member board of directors, with specified duties and powers. Existing law requires the district to work with specified authorities to achieve a safe, efficient, and compatible system of passenger and freight rail service and authorizes the district to own, operate, manage, and maintain a passenger rail system within the territory of the district.

This bill would additionally require the district to provide employee workforce housing and the means to finance it, and would add a member to the board of directors, to be appointed by the Mendocino County Board of Supervisors. The bill would require the district to conduct a freight rail study incorporating the entire length of the southern right-of-way transferred to the district as described in paragraph (1). The bill would also make various conforming changes to the district's provisions relating to the abolishment of the North Coast Rail Authority. The bill would repeal the requirement that the district obtain coverage for itself and its employees under certain federal laws.

~~(3)~~

(4) Because this bill would impose new requirements on local entities, it would impose a state-mandated local program.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that, if the Commission on State Mandates determines that the bill contains costs mandated by the state, reimbursement for those costs shall be made pursuant to the statutory provisions noted above.

Vote: majority Appropriation: no Fiscal Committee: yes Local Program: yes

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

SECTION 1. This bill shall be known, and may be cited, as the Great Redwood Trail Act.

SEC. 2. It is the intent of the Legislature to do all of the following:

(a) Create a systemwide hiking, biking, and riding trail ~~within, or adjacent to,~~ *along or parallel to* the North Coast Railroad Authority's ~~right-of-way~~ *railroad tracks* on the north ~~coast, running from mile post 0.0 to mile post 300.5, including any associated branch or spur line.~~ *coast.*

(b) Settle all liabilities, debts, contractual obligations, and leasehold interests held by the Northwestern Pacific ~~Railroad,~~ *Railroad Company*, and other legal obligations of the North Coast Railroad Authority, transfer the authority's assets and the right-of-way as provided for in this act, and abolish the North Coast Railroad Authority, which was established by statute in 1989.

(c) Transfer the North Coast Railroad Authority's real property, rail assets, rail easements, and right-of-way south of mile post 142.5 in Willits, California, to ~~an unspecified successor agency~~ *the Sonoma-Marin Area Rail*

Transit District for the purposes of creating and maintaining a *passenger and freight railroad service and trail system and continuing to run freight along the active rail line: system.*

(d) Provide funding for the construction and maintenance of the systemwide ~~trail, trail and railroad line,~~ including funding for ~~the design, any related design needs,~~ environmental assessment, ~~and permitting of, and for permits,~~ mitigation ~~measures and measures, or associated~~ property ~~interests associated with, the trail, and to maintain the active portion of the freight rail line: interests.~~

(e) Create the Great Redwood Trail Agency, which will be responsible for constructing and maintaining a hiking, biking, and riding trail in the northern portion of the right-of-way, from mile post 142.5 to mile post 300.5.

(f) Transfer the northern portion of the North Coast Railroad Authority's right-of-way, from mile post 142.5 to mile post 300.5, to the Department of Transportation for a period of not more than two years, and then have it transferred to the Great Redwood Trail Agency.

(g) Ensure each portion of the right-of-way not used for rail is railbanked or otherwise used as a trail.

(h) Ensure each portion of the right-of-way used for rail also has a trail created and maintained in, or next to, it.

(i) (1) Provide for the creation of the trail as a multiuse trail wherever practical, provide a safe, continuous alignment with appropriate and flexible design standards for site conditions, and support the intended uses of the trail.

(2) Provide for the specific trail use types, including hiking, biking, and equestrian uses, to be determined by site specific studies and a broad community engagement process.

(j) Any successor agency to North Coast Railroad Authority shall be subject to the California Environmental Quality Act (CEQA), to the extent indicated by Friends of the Eel River v. North Coast Railroad Authority (2017) 3 Cal.5th 677.

SEC. 3. Section 14111 is added to the Government Code, to read:

14111. (a) Within two years of receiving the North Coast Railroad Authority's rights, privileges, and responsibilities, excluding any preexisting liability related to debt, litigation, or contractual obligations, relating to the authority's right-of-way north of mile post 142.5 in the City of Willits, including any associated branch or spur lines, pursuant to Section 93031, the department shall do both of the following:

(1) Inventory any parcel or contract related to the right-of-way.

(2) Complete an environmental assessment of the right-of-way.

(b) Before January 1, 2021, and after receiving notice from the Great Redwood Trail Agency pursuant to Section 5884 of the Public Resources Code, the department shall transfer those rights, privileges, and responsibilities described in subdivision (a) to the Great Redwood Trail Agency.

SEC. 4. Chapter 4 (commencing with Section 93030) is added to Title 12 of the Government Code, to read:

CHAPTER 4. Abolishment

93030. Before April 1, 2019, the authority shall transfer its rights, privileges, and responsibilities, excluding any preexisting liability related to debt, litigation, or contractual obligations, relating to both its right-of-way south of mile post 142.5 in the City of Willits, including any associated *real property, rail easements, and* branch or spur lines, and the railroad assets the authority owns to ~~the~~ *the Sonoma-Marin Area Rail Transit District created pursuant to Section 105010 of the Public Utilities Code.*

93031. Before April 1, 2019, the authority shall transfer its rights, privileges, and responsibilities, excluding any preexisting liability related to debt, litigation, or contractual obligations, relating to its right-of-way north of mile post 142.5 in the City of Willits, including any associated branch or spur lines, to the Department of Transportation.

93032. In making the transfers pursuant to Sections 93030 and 93031, the authority shall transfer all of its rights, privileges, and responsibilities, excluding any preexisting liability related to debt, litigation, or contractual obligations, relating to any right-of-way.

93033. Upon making all of the transfers described in this chapter, the authority shall be abolished.

SEC. 5. Chapter 14 (commencing with Section 5880) is added to Division 5 of the Public Resources Code, to read:

CHAPTER 14. Great Redwood Trail Agency

5880. The Great Redwood Trail Agency is hereby created.

5881. For purposes of this chapter, the following definitions shall apply:

- (a) "Agency" means the Great Redwood Trail Agency.
- (b) "Board" means the agency's board of directors described in Section 5882.
- (c) "Department" means the Department of Transportation.
- (d) "Right-of-way" means the entire length of the right-of-way transferred to the department pursuant to Section 93031 of the Government Code.

5882. The agency shall be governed by a board of directors, composed as follows:

- (a) The Governor shall appoint two board members, one representing the department and one representing the Natural Resources Agency, who are knowledgeable about trails, parks, railroads, or rivers.
- (b) The Senate Committee on Rules shall appoint one board member who is knowledgeable about trails, parks, railroads, or rivers.
- (c) The Speaker of the Assembly shall appoint one board member who is knowledgeable about trails, parks, railroads, or rivers.
- (d) The Board of Supervisors of the County of Mendocino may appoint one board member.
- (e) The Board of Supervisors of the County of Humboldt may appoint one board member.
- (f) ____ may appoint one board member.

5883. (a) Upon four board members joining the agency's initial board, the agency shall advise the department on issues relating to railbanking and the creation and maintenance of a trail in, or next to, the right-of-way.

(b) This section shall remain in effect only until January 1, 2022, and as of that date is repealed.

5884. (a) Before January 1, 2021, the board of directors shall notify the department that the agency is ready to assume ownership of the right-of-way.

(b) Upon the department making the transfer described in Section 14111 of the Government Code, the agency shall assume ownership of the right-of-way.

5885. The agency shall do ~~both~~ *all* of the following:

(a) For the portion of the right-of-way between mile post 142.5 and mile post 284, including any associated branch or spur lines, the agency shall complete the railbanking process on, and create and maintain a trail in, or next to, that portion of the right-of-way. The agency may contract with a trail manager or organization to meet the requirements of this subdivision.

(b) For the portion of the right-of-way between mile post 284 and mile post 300.5, including any associated branch or spur lines, the agency shall create and maintain a trail in, or next to, that portion of the right-of-way, and may contract with a trail manager or organization to meet these requirements. The agency may contract with an operator to operate freight or excursion rail service on this portion of the right-of-way, except that the service shall not interfere with or harm the agency's trail.

(c) Before January 1, 2020, and annually thereafter, submit a report to the Legislature, in compliance with Section 9795 of the Government Code, describing its progress towards fulfilling the requirements and goals relating to the right-of-way.

5886. The agency shall have and may exercise all rights and powers, expressed or implied, necessary to carry out the purposes and intent of this chapter, including, but not limited to, to enter into and perform all necessary contracts pursuant to Article 53.5 (commencing with Section 20815) of Chapter 1 of Part 3 of Division 2 of the Public Contract Code.

5887. The agency shall be subject to the Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5 of the Government Code) and the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1 of the Government Code).

SEC. 6. *Section 105001 of the Public Utilities Code is amended to read:*

105001. It is the intent of the Legislature in enacting this part to provide for a unified, comprehensive institutional structure for the ownership and governance of a passenger rail system within the Counties of Sonoma and Marin ~~that shall operate in harmony with existing freight service and a freight service~~ that operates upon the same rail line and serves the Counties of Humboldt, Marin, Mendocino, Napa, and Sonoma. ~~It is the further intent of the Legislature that the district established by this act may succeed to the powers, duties, obligations, liabilities, immunities, and exemptions of both the Sonoma-Marina Area Rail Transit Commission and the Northwestern Pacific Railroad Authority upon their dissolution. Because there is no general law under which this district could be formed, the adoption of a special act and the formation of a special district is required.~~

SEC. 7. *Section 105003 of the Public Utilities Code is amended to read:*

105003. As used in this part, the following terms have the following meanings:

- (a) "District" means the Sonoma-Marina Area Rail Transit District.
- (b) "Rail transit" means the transportation of passengers and their incidental baggage by ~~rail~~ *rail and provision of freight service by rail*.
- (c) "Rail transit works" or "rail transit facilities" means any or all real and personal property, equipment, rights or interests owned or to be acquired by the district for rail transit service purposes, including ancillary bicycle and pedestrian pathways that provide connections between and access to station sites.
- (d) "Board of directors," "board," or "directors" means the board of directors of the district.
- (e) "Public agency" includes the state, and any county, city and county, city, district, or other political subdivision or public entity of, or organized under the laws of, this state, or any department, instrumentality, or agency thereof.

SEC. 8. *Section 105012 of the Public Utilities Code is amended to read:*

105012. (a) Upon the dissolution of the Sonoma-Marina Area Rail Transit Commission and the Northwestern Pacific Railroad Authority, the district shall succeed to any or all of the powers, duties, rights, obligations, liabilities, indebtedness, bonded and otherwise, immunities, and exemptions of the commission and its board of commissioners and the authority and its board of directors.

(b) Upon the dissolution of the Sonoma-Marina Area Rail Transit Commission and the Northwestern Pacific Railroad Authority, the district shall assume the rights and obligations of the commission and the authority under any contract to which the commission or the authority is a party and which is to be performed, in whole or in part, on or after the date of dissolution of the Sonoma-Marina Area Rail Transit Commission and the Northwestern Pacific Railroad Authority, ~~including, without limitation, any existing operating agreements with the North Coast Railroad Authority. The district shall thereafter negotiate in good faith a new operating agreement with the North Coast Railroad Authority. If the parties are unable to reach an agreement on the new operating agreement, the parties shall select a mutually agreed upon third party to mediate a resolution of the dispute.~~ *Authority.*

(c) All real and personal property owned by the Sonoma-Marina Area Rail Transit Commission and the Northwestern Pacific Railroad Authority may be transferred to the district. ~~Any real or personal property owned individually or jointly by the Golden Gate Bridge, Highway and Transportation District, the County of Marin, or the Marin County Transit District, or any other public agency, may be transferred to the district. The transfer of any right of way from the Northwestern Pacific Railroad Authority, the Golden Gate Bridge, Highway and Transportation District, the County of Marin, or the Marin County Transit District to the district shall be made subject to any existing easements for freight and passenger excursion service issued to the North Coast Railroad Authority prior to the time of the transfer.~~

(d) Upon the dissolution of the Sonoma-Marina Area Rail Transit Commission, the district shall assume, without any condition whatsoever, all responsibilities and obligations previously assumed by the commission with

respect to its fund transfer agreement with ~~Caltrans~~ *the Department of Transportation* for the funding of the Sonoma-Marín Area Rail Transit Project.

(e) On and after the date of dissolution of the Sonoma-Marín Area Rail Transit Commission and the Northwestern Pacific Railroad Authority, any reference in any provision of law or regulation to the commission or the authority shall be deemed to refer to the district.

SEC. 9. *Section 105020 of the Public Utilities Code is amended to read:*

105020. The government of the district shall be vested in a board of directors, which shall consist of 12 *or 13* members, appointed as follows:

(a) Two members of the Sonoma County Board of Supervisors, each of whom shall also serve on the Board of Directors of the Sonoma County Transportation Authority, appointed by the Sonoma County Board of Supervisors.

(b) Two members of the Marin County Board of Supervisors, appointed by the Marin County Board of Supervisors.

(c) Three members, each of whom shall be a mayor or council member of a city or town within the County of Sonoma, appointed by the Sonoma County Mayors and Council Members Association or its successor, provided the following conditions are met:

(1) At least two members are also city representatives for the Sonoma County Transportation Authority.

(2) All of the members are from cities on the rail line in Sonoma County.

(3) No city has more than one member.

(d) The member of the City Council of the City of Novato who also serves on the Marin County Congestion Management Agency, appointed by the Marin County Congestion Management Agency or its successor.

(e) The member of the City Council of the City of San Rafael who also serves on the Marin County Congestion Management Agency, appointed by the Marin County Congestion Management Agency or its successor.

(f) One member, who shall be a mayor or council member of a city or town within the County of Marin and a member of the Marin County Congestion Management Agency, appointed by the Marin County Council of Mayors and Council Members or its successor.

(g) Two members of the Golden Gate Bridge, Highway and Transportation District, neither of whom shall be a member of the Marin or Sonoma County Boards of Supervisors, appointed by the Golden Gate Bridge, Highway and Transportation District or its successor.

(h) One member appointed by the Mendocino County Board of Supervisors, if it chooses to do so.

SEC. 10. *Section 105032 of the Public Utilities Code is amended to read:*

105032. It shall be the duty of the board and it shall have the power to:

(a) Own, operate, manage, and maintain a passenger rail system within the territory of the district.

(b) Determine the rail transit facilities, including ancillary bicycle and pedestrian pathways, to be acquired and constructed by the district, the manner of operation, and the means to finance them.

(c) Adopt an annual budget for the district that provides for the compensation of its officers and employees.

(d) Fix rates, rentals, charges, and classifications of rail transit service operated by the district.

(e) Adopt an administrative code that prescribes the powers and duties of district officers, the method of appointment of district employees, and the methods, procedures, and systems for the operation and management of the district.

(f) Adopt rules and regulations governing the use of rail transit facilities owned or operated by the district.

(g) Cause a postaudit of the financial transactions and records of the district to be made at least annually by a certified public accountant.

(h) Adopt rules and regulations providing for the administration of employer-employee relations.

(i) Provide employee workforce housing and the means to finance it.

~~(i)~~

(j) Do any and all things necessary to carry out the purposes of this part.

SEC. 11. Section 105088 is added to the Public Utilities Code, to read:

105088. Upon receiving the North Coast Railroad Authority's rights, privileges, and responsibilities relating to the authority's right-of-way south of mile post 142 in the City of Willits pursuant to Section 93030 of the Government Code, and upon receiving funding, the district shall do all of the following:

(a) Conduct a freight rail study incorporating the entire length of the right-of-way.

(b) Create or assign the positions of trail manager and freight rail manager.

(c) Before January 1, 2020, and annually thereafter, submit a report to the Legislature, in compliance with Section 9795 of the Government Code, describing its progress towards fulfilling the requirements and goals relating to the right-of-way.

SEC. 12. Section 105095 of the Public Utilities Code is amended to read:

105095. The district may provide a rail transit system for the transportation of passengers and their incidental baggage by ~~rail~~ rail and provision of freight service by rail.

SEC. 13. Section 105104 of the Public Utilities Code is repealed.

~~105104. The district shall work with the North Coast Railroad Authority, the Federal Railroad Administration, and any of its successor agencies, to achieve safe, efficient, and compatible operations of both passenger rail and freight service along the rail line in Sonoma and Marin Counties.~~

SEC. 14. Section 105105 of the Public Utilities Code is repealed.

~~105105. The district shall be responsible for any advance payment of any portion of the North Coast Railroad Authority's Q-Fund loan repayment obligation caused by the district's action. Any amount advanced by the district shall be reimbursed by the North Coast Railroad Authority at the time the North Coast Railroad Authority's obligation to repay that portion of the Q-Fund loan would otherwise become due.~~

SEC. 15. Section 105180 of the Public Utilities Code is repealed.

~~105180. The district shall obtain coverage for the district and its employees under Title II of the federal Social Security Act, as amended, (42 U.S.C. Sec. 401 et seq.) and the related provisions of the Federal Contributions Act, as amended (26 U.S.C. Sec. 3101 et seq.).~~

~~SEC. 6. Upon receiving the North Coast Railroad Authority's rights, privileges, and responsibilities relating to the authority's right-of-way south of mile post 142.5 in the City of Willits pursuant to Section 93030 of the Government Code, _____ shall conduct a freight rail study incorporating this entire length of the right-of-way.~~

SEC. 7. SEC. 16. If the Commission on State Mandates determines that this act contains costs mandated by the state, reimbursement to local agencies and school districts for those costs shall be made pursuant to Part 7 (commencing with Section 17500) of Division 4 of Title 2 of the Government Code.

Executive Committee
MINUTESFebruary 28, 2018
MCOG Office, 367 N. State Street, Ukiah

Present: Committee Members: Chair Dan Gjerde, Vice Chair Michael Cimolino, Director Steve Scalmanini
MCOG Staff: Phil Dow, Janet Orth, Marta Ford, Alexis Pedrotti
MTA Staff: Carla Meyer, Mendocino Transit Authority

1. **Call to Order** at 10:19 a.m., Chair Gjerde presiding.

2. **Public Expression** - None.

3. **Review & Recommendation on Draft 2018/19 Regional Transportation Planning Agency (RTPA) Budget.** Janet gave an overview of her written staff report as detailed in the following discussion.

- a. Local Transportation Fund (LTF) New Revenue Estimate and Reserve. County Auditor-Controller's fund estimate is \$3,751,508, up 7.4% (\$259,797) from the Fiscal Year 2017/18 initial estimate. Actual revenues this fiscal-year-to-date show an increase of 3.4% compared the same seven months a year ago. Janet reviewed the procedure for calculating the minimum fund balance for the Local Transportation Fund (LTF) Reserve Fund according to adopted policy; five percent of the Auditor's estimate comes to \$188,000 for the Reserve. Discussion included:
 - How effective has the Reserve been since inception? It helped to mitigate a massive shortfall when the Great Recession hit around 2009, and was available again to cover a minor shortfall last year. (Mike, Phil, Janet)
 - The Reserve is a good idea. (Mike)
- b. Administration. Janet reviewed each line item in this budget detail. For FY 2018/19, the Dow & Associates five-year contract is set with an annual COLA adjustment of 2.94% (Consumer Price Index). Other Direct Costs are proposed at \$50,000, down \$6,967 from FY 2017/18 (12%). The total Administration budget proposed from Local Transportation Funds is up \$7,111 (1.6%). She and Phil answered questions. No objections were made to staff's proposal of \$569,884 from LTF (\$442,444), Regional Surface Transportation Program (\$90,000), Service Authority for Freeway Emergencies/SAFE (35,439), and California Energy Commission grant subcontract (\$2,000) funds. Discussion included:
 - The administrative staffing contract is funded from several sources. Does the work relate directly to each fund's projects? Not always, it's a guess, but over the years can even out. (Mike, Phil)
 - Discussion of recent state audit and timesheet reporting. The current five-year proposal was more difficult to prepare than for the previous three-year contracts, mainly due to changing healthcare costs. (Phil, group)
 - The CEC grant of \$2,000 is via a subcontract with Redwood Coast Energy Authority for a small amount of staff time on the North Coast & Upstate Fuel Cell Vehicle Readiness Project. (Janet)
- c. Two Percent Bicycle & Pedestrian Program. Janet reviewed this formula, with an optional allocation up to two percent, according to Transportation Development Act (TDA) law. After Administration is subtracted, 2% of the new LTF fund estimate comes to \$66,181. MCOG issues a call for eligible projects every two years to the Technical Advisory Committee and awards are made by the Council. There were no objections to allocating the full two percent. Discussion included:
 - This fund is useful for leveraging or matching outside grants. (Dan)
 - What was the most recent award? Mendocino County Department of Transportation was awarded \$131,000 in FY 2015/16 and another \$137,000 earlier this month to complete the Branscomb

- Road Pedestrian/Multi-Use Bridge over Ten Mile Creek in Laytonville. The project has turned out to be very costly, but is important to resolve a bottleneck and link up several previous investments in the area, such as Safe Routes to Schools. A brief discussion and questions followed. (Mike, Phil, Janet, others)
- The County's pedestrian bridge is the only outstanding project in the fund; all past awarded projects have been delivered. Until recently there were numerous delays, so it's good to see these caught up. (Janet)
- d. Planning Overall Work Program (OWP). Phil reviewed the funding proposal, describing past history of Planning budgets and mentioning recent restrictions on other funding sources, particularly state Rural Planning Assistance (RPA). The LTF funds are necessary to this program for their flexibility. Therefore last year \$122,750 of LTF was budgeted, up from staff's self-imposed \$100,000 level. This year there were more project proposals recommended by the Technical Advisory Committee (TAC), so staff is proposing \$147,816, up \$25,066 (20.4%). Phil gave a brief overview of the Planning program as outlined in the attachment. Discussion included:
- MTA's Transit Designs Guidelines Manual can be funded in the OWP or MTA can fund it themselves in their LTF allocation; it would be from the same source. (Phil) Carla described the need for this planning project. Mike noted Fort Bragg is researching transit stop bench designs that address problems of indigent use.
 - MCOG's Zero Emission Vehicle & Alternative Fuels Readiness Plan Update made the TAC's list for LTF funds, however they recommended that MCOG attempt to secure a state RPA grant first. This could release LTF for other purposes. (Phil, Janet)
- The draft OWP is reviewed annually by the Technical Advisory Committee (TAC) for recommendation to the Council. After comments are received from Caltrans, the final OWP is presented to the Council in the May budget workshop, for adoption in June. There were no objections to the proposed OWP budget.
- e. Balance Available for Transportation. The balance of LTF available to MTA for claiming comes to \$3,155,065, up \$132,444 (4.4%) from FY 2017/18. Janet noted the few budget areas available to add funds. She reviewed the fund estimate for State Transit Assistance (STA), which is up significantly after years of decline. A preliminary estimate of \$680,635 is up \$325,302 (48%), nearly double last year's preliminary estimate. The FY 2017/18 revised STA estimate was increased to \$575,975, adding to the available fund balance. Much of the increases can be attributed to new Senate Bill 1 revenues. Questions and discussion included:
- How was the projected increase for transit calculated? (Carla) Comparison to last year's original budget; \$380,000 additional allocation to MTA was not included in the increase figure. (Janet) Discussion. The RouteMatch project is expected come in under budget, with elimination of a module. (Carla, group)
 - Discussion of Senate Bill 1, the Road Repair & Accountability Act of 2017, and efforts to repeal it. Projects and programs must be publicized as benefits, in defense of SB1. (Phil, Dan, Carla, Janet)
 - MTA is interviewing candidates for the position of CFO. (Carla)

Carla left the meeting at approximately 11:30 a.m.

Recommendation:

Upon motion by Scalmanini, seconded by Cimolino, and carried unanimously (*3 Ayes – Gjerde, Cimolino, and Scalmanini; 0 Noes; 0 Absent*), the Executive Committee recommended approval of staff's recommended Draft 2018/19 Regional Transportation Planning Agency (RTPA) Budget, for further development during the annual budget process, including:

- The LTF Reserve minimum fund balance of five percent, \$188,000, according to policy, releasing for allocation \$59,998
- A temporarily reserved balance of LTF one-time unallocated revenues of \$29,135

- \$442,444 LTF for Administration
- \$66,181 LTF for 2% Bicycle & Pedestrian Program, allocating the full optional 2%
- \$147,816 LTF for the Planning program
- \$3,155,065 LTF for Transit
- Allocations from other sources for the Transportation Planning Overall Work Program (OWP) as recommended by staff and Technical Advisory Committee
- Allocations from the Regional Surface Transportation Program (RSTP) according to policy and the staffing contract.

– *Summary of recommended budget is attached.*

Alexis left the meeting at approximately 11:35 a.m.

4. Report and Discussion: Covelo State Route 162 Corridor Multi-Purpose Trail Project - CEQA Challenge. Phil provided an update regarding the status of this litigation and answered questions of committee members. No action was taken.

5. Reports and Information – Administrative Staff – No Action.

- a. Schedule for Procurement of Comprehensive Staffing Services FY 2019/20 - 2023/24. Phil summarized his written report advising the committee that FY 2018/19 is the final year of current contracts for Administrative & Fiscal Services and Planning Services. Word from the State, pending written confirmation, is that Caltrans auditors will insist on a complete new Request for Proposals. Extensions will not be acceptable, as they do not want to see any contracts of more than five years. The Council will need to prepare and decide how to conduct the process. Discussion included:
 - What is the procurement mechanism? Last time the County handled the RFP on behalf of all the JPA members. (Mike, Dan)
 - Staff time costs of the member agencies to conduct an RFP should be shared. (Mike)
 - The process could be streamlined by using the same materials. Has anything changed? Yes, MCOG is building a project for the first time (Covelo trail), also has completed a major project (Willits bypass), so now will be able to work on some other things. (Mike, Phil)
 - Consistent staff representation in Sacramento and statewide is essential to capturing funds. (Phil)Staff agreed to advise of any changes that should go into the scope of work. No action was taken.
- b. Miscellaneous. None.

6. Members' Concerns – No Action. Steve brought up a transportation issue relative to City of Ukiah's recent half-cent sales tax for streets and roads. He received a presentation on a proposal for expenditure, not to fill potholes, but to redesign the intersection at Perkins Street & Orchard Avenue. It appears inconsistent with the voters' intent to repair pavement. He asked whether the other members had any similar experience. In discussion, Mike reported City of Fort Bragg's Chestnut Street project that was problematic; it depends on how the initiative or expenditure plan was written. Steve said Ukiah's measure appears somewhat ambiguous. Suggestions were offered by the group, such as further discussion with the City Manager or a public works committee that includes councilmembers. The public should be informed of plans early on. Find other funds for the questionable project. At least for the first year, focus expenditures on clearly approved projects (e.g. pavement), to help the case for later renewal of the tax. Steve thanked committee and staff for their advice.

7. Adjournment. The meeting was adjourned at 12:55 p.m.

MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 10
Consent Calendar
MCOG Meeting
5/7/2018

MINUTES

Monday, April 2, 2018

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 1:43 p.m. with Directors Steve Scalmanini, Larry Stranske, Michael Cimolino, Richey Wasserman, Michael Carter (Alt.), Georgeanne Croskey, and Rex Jackman (Caltrans/PAC) present; Vice Chair Cimolino presiding. Chair Dan Gjerde was absent.

Staff present: Phil Dow, Executive Director; Janet Orth, Deputy Director / CFO; Loretta Ellard, Deputy Planner; and Nephele Barrett, Program Manager.

2. Convene as RTPA

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

4. Public Expression. None.

5 - 8. Regular Calendar.

5. Presentation and Discussion: Garcia River Climate Adaptation Feasibility Study – Caltrans. Executive Director Dow introduced Rex Jackman, Branch Chief, Transportation Planning-South, Caltrans District 1, who made the presentation. The comment period on the draft study was extended to April 6. Caltrans has worked with the Manchester-Point Arena Band of Pomo Indians during the project. Various alternatives are proposed to address flooding, when State Route 1 becomes impassable, requiring a detour of five hours and more than 200 miles via all-weather routes. Mr. Jackman reviewed each of the four proposed design alternatives, with costs ranging from \$56 million to \$71 million. Options include improvement of the existing roadbed and new road alignments, the latter raising a question of maintenance responsibility. He then invited questions. Discussion and questions included:

- Scott Ignacio, Point Arena Mayor (MCOG Alternate Director), thanked Caltrans for visiting the City recently with the presentation and noted the tribal chairman was present today. The City Council favored Alternative 4, Bluff Top Alignment to Windy Hollow Road North. There is a separate project for existing bridge replacement at an estimated cost of \$12 million, not included in this study. Alternative 1, Grade Raise on Existing Alignment, includes a viaduct that would still be too low in elevation for future flooding events. In the interests of public safety and connecting communities on either side, it is crucial that the bridge remain open. The nearest medical assistance is in Guerneville to the south, or Fort Bragg to the north. He commented on negative impacts that would incur in Point Arena with Alternatives 2 and 3, and confirmed support for continued study of Alternatives 1 and 4 as indicated in City Manager Shoemaker's February 16, 2018 comment letter to Caltrans.

- Viability of building a road on terrain in Alternatives 3 and 4? Geotechnical analysis was not included in the study. (Cimolino, Jackman)
- Written comments received to date include City, County, MCOG, Bureau of Land Management; Caltrans had a discussion with Stornetta historic property owner and will meet with the tribe; not many individual comments yet. (Cimolino, Jackman) Director Wasserman reported that he had submitted his own individual comments in addition to the City's and encouraged others to do so.
- A fifth alternative could be to build up/raise the Gasker Slough bridge. Project alternatives are all in the \$60 million range or more. Environmental difficulties could call for raising the current bridge as interim measure to provide emergency access, then adding a new bridge when funding becomes available. Caltrans will be taking a closer look at that. (Wasserman, Jackman)
- Which alternative best prepares the area for further rise in sea levels? All of the alternatives address a 100-year forecast. (Scalmanini, Jackman)
- This project was identified in a grant-funded Climate Adaptation study, with the Garcia River selected for further study. Various approaches and strategies were described. (Dow)
- Is there any known opposition to Alternative 4? No; some have expressed preferences for other alternatives. At the Point Arena City Council meeting in January, there was more support heard for Alternative 4 than the others. (Scalmanini, Jackman, Dow)
- Discussion of the City's deliberation; public and private properties in the study zones; and intersection improvements that would be required. Under Alt. 4, existing SR-1 would be turned over to a local agency in good repair; local dairies could still use old SR-1 with an intersection there. (Stranske, Ignacio)

Acting Chair Cimolino invited public comment.

Jaime Cobarrubia, Tribal Chair, Manchester-Point Arena Band of Pomo Indians, spoke to the need for a new permanent bridge over the Garcia River on Windy Hollow Road. There has been a need for improvement at least since his youth. Lives could have been saved if started earlier. This project will help the community--not only his tribe, but also schools, public safety, emergency response, and public transit. Under a Caltrans Environmental Justice grant, he has worked extensively with the Mayor to link the two tribal communities together for transportation access and goods movement. The tribe wants a way to cross the river in times of need. They are less concerned about the features of it than the imperative to start building it.

Staff and Council discussion continued. Mr. Dow and Mr. Jackman explained that one or more alternatives will be selected for further analysis during the environmental process, when all comments will be heard. First Caltrans needs consensus that these design alternatives are adequate, both from technical and political stakeholders. It might be possible to fund segments or a complete project; most likely a range of short and long-term solutions will be identified, which will be made more clear as the process unfolds. Mr. Dow's staff comments were included in the agenda packet with a summary of preferences and concerns from his review, which are in concurrence with the City's comments. Director Croskey suggested that he transmit his comments with a cover letter indicating the Council's concurrence.

The Council concurred with staff comments provided to Caltrans on March 19, 2018 that Alternative 2, Windy Hollow Road Alignment, and Alternative 3, Windy Hollow Road with Realignment, should be dropped from further consideration and that Alternative 1, Grade Raise on Existing Alignment, and Alternative 4, Bluff Top Alignment to Windy Hollow Road North, should be retained for further study. The Executive Director was directed by consensus to write a letter conveying the Council's position to the project management at District 1.

6. Consideration/Adoption of Resolution Supporting Proposition 69 [a constitutional amendment to protect transportation funds from being diverted] and Opposing Repeal of Senate Bill 1, The Road Repair & Accountability Act of 2017. Mr. Dow introduced the matter. The recommended action would join the Coalition to Protect Local Transportation Improvements. He gave background on Prop 69 and how transportation funds used to be handled at the State level. State Transportation Improvement Program (STIP) funds were raided for other purposes. Prop 45 stopped that practice, when more funds were raised from sales tax on gasoline than from gas tax, as prices rose. In 2010 the State budget “gas tax swap” reversed that situation. Prop 45 is still on the books but does not apply to anything. Therefore Prop 69 is proposed to make a constitutional amendment that transportation revenues will be used only for transportation purposes.

The SB1 repeal effort also presents a challenge. The immediate impact in Mendocino County would be to the recently adopted Regional Transportation Improvement Program (RTIP), which has \$3 million of new revenues from SB1, when it had owed \$8 million of advanced funds for the Willits bypass project. His calculation of revenues and timing of receipt for local member agencies confirms that SB1 makes a real difference for the member cities and County. It is up to the Council whether to go on record by resolution. Discussion included:

- The Board of Supervisors has already written in support of Prop 69 and opposing SB1 repeal. There was CALCOG discussion at the forum in March. Each member is encouraged to raise the issue with the public. A fact sheet from staff of local talking points would be helpful. Emphasize projects that will be done as result, more so than funding. (Croskey)
- The Pavement Condition Index (PCI) shows work needed, people care about filling potholes and repaving. (Dow)
- Accountability is important, as City of Ukiah is learning with Measure Y, the recently passed half-cent transportation sales tax, facing potential controversy. SB1 has accountability in its name and sets a high bar for accounting already in local government applications for the funds and in closeout reporting. The Legislature has close watch on use of the funds. There is “no free money.” (Scalmanini, Dow)
- City of Willits has published in the newspaper several times its plans for the funds, which will be used for resurfacing of streets. (Stranske)
- In Fort Bragg decisions will come down to the council, regardless of staff proposals. A local bicycle and pedestrian project did not have enough funding, so the balance came from gas tax. (Cimolino)

The Acting Chair invited public comment.

Howard Dashiell, Director, Mendocino County Department of Transportation (MCDOT) stated that on advice of counsel he could not take a position but would present factual comments. SB1 is projected to produce from the Road Maintenance & Repair Account about \$100 million in new revenue for the County over the next 18 years, with \$900,000 in the first year. Another SB1 program increases STIP revenues. SB 42 had produced gasoline tax into the County’s general fund, but as price of oil went down in 2014, it lost funds so the general fund had to backfill. By 2019/20, SB1 will increase the County’s road fund. The Board of Supervisors intends to use the funds for road repairs. A resolution will be brought for vote in a public meeting to propose projects for State approval. He then invited questions.

Director Wasserman asked what Prop 69 does for accountability. It further strengthens safeguards already in place. Director Croskey noted that only 60 percent of transportation funds are protected currently, so the bill is needed to protect the other 40 percent.

Upon motion by Scalmanini, second by Croskey, and carried unanimously on roll call vote (7 Ayes - Scalmanini, Stranske, Cimolino, Wasserman, Carter/Alt., Croskey, and Jackman/PAC; 0 Noes; 0 Abstaining; 1 Absent - Gjerde): IT IS ORDERED that the following resolution is adopted.

Resolution No. M2018-02

Supporting Proposition 69 and Opposing Repeal of Senate Bill 1,
The Road Repair and Accountability Act of 2017
(Reso. #M2018-02 is incorporated herein by reference)

7. Consideration of Alternatives for Improvements to US 101/ North State Street Interchange.

Mr. Dow described the effort that began this year, coming for the first time to the Council. Caltrans has funding to improve this hazardous northbound on-ramp in a developing area, while MCDOT will have funds for North State Street improvements. MCOG staff has participated in talks with both parties. He described illustrations (provided in agenda packet) of the two design alternatives proposed: 1) Road and Bridge Widening, and 2) New Northbound Onramp. Cost comparisons, safety concerns, and other issues will be examined. This is an introductory look, so no action is required. Director Jackman emphasized the importance of working together to improve both State Street and the 101 interchange. Discussion and questions included:

- Any idea of costs of each alternative? Have not looked at costs yet, more feasibility and safety. (Cimolino, Dow)
- Any accident data driving this project? Nothing very bad yet. However there is a long history of collisions that do not necessarily generate funding. Caltrans has done many incremental tweaks, minor improvements, which help but do not solve the problem. (Cimolino, Dow, Jackman)
- Traffic is moving north to the safer Lake Mendocino Drive interchange. (Croskey)
- Lovers Lane development in the same area is an issue for the City that may add traffic congestion. Currently the truck stop is rebuilding there. (Scalmanini)
- MCDOT Director Dashiell identified various interchange options for modeling with the tool developed by MCOG and Caltrans, Greater Ukiah Area Micro-simulation Model (GUAMM), which will help with planning. A funding proposal will be presented next month. (Dow)
- The agenda packet includes a report of 2018 RTIP funding for the County's North State Street Intersection & Interchange Improvement project, with Environmental in FY 2020/21 and Design in 2021/22. Staff encourages City and County to work together. (Barrett)

The Acting Chair invited public comment.

Scott Ignacio, Point Arena Mayor noted that Alternative 1 discusses earthquake retrofits, which do not appear in Alternative 2. Mr. Jackman offered to research the question.

Howard Dashiell, MCDOT Director stated this is a key part of the county system; the Masonite property, now "Friends of Liberty," is in this congested area that is subject to the most near-term growth and change. He cited accident data from a 2008 Caltrans report with a higher than statewide rate at that location. The County will ask MCOG for funding to do more analysis of this area and would like a comprehensive study.

Mr. Dow noted the original motivation to establish MCOG's Partnership Funding Program was the 2005 study of US-101 interchanges in Ukiah Valley. The Recession delayed development pressure by ten years, and it is now time to proceed with these projects.

Michael Horger, resident of Willits, expressed approval of the Liberty property proposals at the former Masonite site where he used to work. Circulation is inadequate there. He recommended using available space to redesign the northbound off-ramp. He also noted the Lovers Lane area.

No action was taken.

8. Appointment of Ad Hoc Committee to Serve During Litigation – Covelo State Route 162 Corridor Multi-Purpose Trail Project – CEQA Challenge. Ms. Orth referred to her written staff report and briefly summarized. County Counsel had advised that MCOG form an ad hoc committee at the earliest opportunity, as the best way to preserve confidentiality of the lawsuit proceedings. The meetings would not be subject to Brown Act open meeting rules, so would not meet in public. This ad hoc would meet the appropriate criteria of a single-subject, short-term committee.

The Acting Chair appointed three volunteers: Directors Scalmanini, Croskey, and Cimolino.

9. Consent Calendar. Upon motion by Croskey, second by Carter, and carried unanimously (7 Ayes; 0 Noes; 0 Abstaining; 1 Absent): IT IS ORDERED that consent items are approved:

9. Approval of February 5, 2018 Minutes – as written

10. Recess as Policy Advisory Committee - Reconvene as RTPA - Ratify Action of Policy Advisory Committee. Upon motion by Croskey, second by Wasserman, and carried unanimously (6 Ayes; 0 Noes; 0 Abstaining; 1 Absent): IT IS ORDERED that the actions taken by the Policy Advisory Committee are ratified by the MCOG Board of Directors.

11. Reports - Information

- a. Mendocino Transit Authority. No MTA representative was present. Ms. Orth reported speaking with Mark Harvey, the new Chief Financial Officer who had started today. MTA is behind on its audit reports but is working hard to catch up. The annual claim for funds is due to MCOG today.
- b. North Coast Railroad Authority. Mr. Dow reported, having attended the most recent NCRA meeting. There are several proposals concerning the role of NCRA. A bill introduced by Senator McGuire would turn over the southern portion of the railroad to Sonoma-Marine Area Rail Transit (SMART) and the northern end to Caltrans temporarily while creating a new trail agency to administer it. A brief discussion followed.
- c. MCOG Staff - Summary of Meetings. Mr. Dow referred to his written staff report.
- d. MCOG Administration Staff
 1. *Executive Committee's FY 2018/19 Budget Recommendations of February 28, 2018.* Ms. Orth reviewed highlights from her written staff report. The County Auditor's estimate of sales tax revenues to the Local Transportation Fund (LTF) are up, above the CPI rate of inflation. An excess of three percent is projected for the current year. After reserves according to policy, total LTF revenues are \$3.8 million. Revenues from all sources are budgeted at \$6.3 million, not including funds to be carried over from the Planning program. All MCOG program allocations are recommended at \$1,164,100. The total balance available for public transit comes to \$4,427,376.
 2. *California Transportation Commission (CTC) Town Hall, April 11-12 in Sonoma County.* Mr. Dow reported on the upcoming meeting for Mendocino, Lake and Sonoma counties. He had proposed that Point Arena City Manager Richard Shoemaker attend and make a presentation, due to his various roles and perspectives in local and regional government over the years, including serving on this Council. He invited the board members to consider attending and to contact him if interested.

3. *North State Super Region Meeting April 10 at Lake Transit Authority (LTA)*. Mr. Dow reported that LTA would host the semiannual meeting and that MCOG staff would attend.
 4. *California Transportation Foundation 19th Annual Trans. Forum, Feb. 21 in Sacramento*. Ms. Orth referred to her written report and summarized highlights. The keynote was a stimulating presentation by Tony Seba on “Clean Disruption of Energy and Transportation – How Silicon Valley Will Make Oil, Nuclear, Natural Gas, Coal, Electric Utilities and Conventional Cars Obsolete by 2030.” Also Caltrans Director Malcolm Dougherty announced his retirement and named Laurie Berman as successor.
 5. *Miscellaneous*. Ms. Orth reported status of MCOG’s participation in the North Coast and Upstate Fuel Cell Vehicle Readiness Project. Notices will go out this month to MCOG’s email list-serve to inform and inquire as to any interest in the community. She asked the Council to refer to her anyone interested in further information.
- e. MCOG Planning Staff.
1. *2018 State Transportation Improvement Program (STIP) Adoption*. Ms. Barrett reported that everything requested in MCOG’s Regional Transportation Improvement Program (RTIP) was approved by the CTC at their March meeting. The North State Street Intersection/Interchange Improvement project was delayed by one year, to FY 2020/21. In 2016, for first time since Senate Bill 45 in 1998, projects had to be deleted due to a funding shortfall. SB1 helped to stabilize and restore funding to the STIP. Advance Project Development (ADPE) funds are programmed in FY 2019/20 for Gualala’s Downtown Streetscape.
 2. *Miscellaneous*. Ms. Ellard announced activities in Planning Work Element 3. Staff will be meeting in Point Arena, Willits and other local communities with downtown plans, to reconnect with stakeholders about making progress on their plans and priorities. Mr. Dow added background on the Community Based Transportation Planning grants that funded these plans. Ms. Orth reported that she is building web pages for each community plan and that the Rails With Trails page is already up at MCOG’s new website:
<https://mendocinocog.specialdistrict.org/>
- f. MCOG Directors. Director Scalmanini revisited his comments on Americans with Disabilities Act (ADA) issues in City of Ukiah from past Council meetings, reporting good news about ADA requirements for pedestrian curb ramps.
- g. California Association of Councils of Governments (CALCOG) Delegates – Annual Regional Leadership Forum, March 14-16 in Monterey. Director Croskey reported attending the forum with Ms. Orth and Ms. Ellard. The schedule was intensive, with sessions looking into the future. One of the ideas was that most people by 2030 will not own a car; parking structures will be converted to other uses. Topics included changing technology, sea level rise, and cybersecurity. Getting the word out about SB1 benefits was emphasized. Major themes were the future, where technology is headed, and how transportation revenue will be raised based on mileage rather than fuel. The forum ended with a report on the recent southern California wildfires and advice from a national expert on emergency planning.

12. Adjournment. The meeting was adjourned at 4:43 p.m.

Submitted: PHILLIP J. DOW, EXECUTIVE DIRECTOR

By Janet Orth, Deputy Director / CFO

MENDOCINO COUNCIL OF GOVERNMENTS

Staff Report

Agenda # 12c

Reports

MCOG

Meeting

5/7/2018

TITLE: Summary of Meetings

DATE PREPARED: 04/25/18

MEETING DATE: 05/07/18

SUBMITTED BY: Phil Dow, Executive Director

BACKGROUND:

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

1. *Pedestrian Facility Needs Inventory and Engineered Feasibility Study*
Teleconference 04/04/18
(Ellard &, Dow)
2. *Community Transportation Planning & Coordination*
Willits 04/04/18
(Ellard & Dow)
3. Consultant Selection Committee (Ukiah School Area Study)
Ukiah 04/05/18
(Sookne)
4. *Active Transportation Program (ATP) Non-Infrastructure Grant Coordination – HHS & NCO*
Teleconference 04/09/18
(Barrett, Ellard & Pedrotti)
5. State Route 162 (Covelo) Multi-Purpose Trail Project Development Team Site Visit
Covelo 04/10/18
(Sookne)
6. North State Super Region Semi-Annual Meeting
Lower Lake 04/10/18
(Dow & Orth)
7. California Transportation Commission Town Hall
Santa Rosa 04/11/18
(Dow, Orth, Barrett, and Speka)
8. *Active Transportation Program (Cycle 4) Workshop*
Teleconference 04/17/18
(Davey-Bates)
9. *Active Transportation Program (ATP) Non-Infrastructure Grant – Laytonville Task Force*
Laytonville 04/17/18
(Ellard)
10. *Pedestrian Facility Needs Inventory and Engineered Feasibility Study Kick-off*
Ukiah 04/18/18
(Ellard & Dow)
11. Technical Advisory Committee
Ukiah 04/18/18
(Dow, Ellard & Barrett)

- | | |
|-------------------------------------------------------------------------------------------------------------------------|-----------------|
| 12. Hopland Municipal Advisory Committee (HMACHopland (Dow) | 04/18/18 |
| 13. CEQA Lawsuit Ad Hoc Committee Teleconference (Dow, Scalmanini, Cimolino & Croskey) | 04/19/18 |
| 14. Environmental Enhancement & Mitigation Grant Workshop Sacramento (Ellard) | 04/23/18 |
| 15. Mendocino Transit Authority Ukiah (Dow & Orth) | 04/26/18 |
| 16. Regional Housing Needs Assessment (RHNA) Teleconference (HCD, Cities & County) (Barrett & Dow) | 04/26/18 |
| 17. <i>Pedestrian Facility Inventory & Needs Bi-Weekly Teleconference Teleconference (Ellard & Dow)</i> | <i>05/03/18</i> |
| 18. <i>Community Transportation Planning & Coordination Willits (Caltrans, Ellard & Dow)</i> | <i>05/04/18</i> |

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

ACTION REQUIRED:

None.

ALTERNATIVES:

None identified.

RECOMMENDATION: None. This is for information only.

MENDOCINO COUNCIL OF GOVERNMENTS

Staff Report

Agenda # 12d1
Reports
MCOG Meeting
5/7/2018

TITLE: Town Hall Meeting in Santa Rosa

DATE PREPARED: 04/25/18
MEETING DATE: 05/07/18

SUBMITTED BY: Phil Dow, Executive Director

BACKGROUND:

Usually during the months of April and September there are no scheduled meetings of the California Transportation Commission. These months are often reserved to schedule Town Hall meetings in locations not often visited by the full Commission. The regular cycle covers Sacramento, the Bay Area, San Diego, the L.A. Basin and Inland Empire (Riverside). Town Hall meetings are scheduled in areas less travelled and provide a more informal setting to showcase local needs and/or accomplishments.

This year, the April meeting was set for Santa Rosa and designated for the counties of Lake, Mendocino, and Sonoma. Sonoma County Transportation Agency hosted the event at the DeTurk Round Barn in Santa Rosa. The afternoon of April 11 was reserved for programs/presentations and the following morning was set aside for tours. Time was set aside for MCOG right after Introductions at 1:15 p.m. on the first day.

I invited two local officials to share time in our 45-minute time slot. The first was Mendocino County Department of Transportation Director Howard Dashiell and the second was Point Arena City Manager Richard Shoemaker. Mr. Dashiell spoke of issues regarding maintaining a 1,000 mile plus road system in a rural environment. Mr. Shoemaker added his perspective based on experience as an elected: as a city councilman, a county supervisor, and now a city manager (as well as many years on the MCOG Board).

The Town Hall setting provided a rare opportunity for local officials to share their perspectives with governor-appointed officials responsible for programming billions of transportation funding each year.

In the most populated state in the union, it is important to have opportunities to discuss issues common in small towns and rural areas.

Tours on the second day, April 12, included a ride on the SMART train from Santa Rosa to Novato, followed by a tour of Proposition B-funded projects and the US 101 Corridor (Sonoma – Marin Narrows).

Several of MCOG and Lake APC staff attended the Town Hall on Day 1.

ACTION REQUIRED: None. This is an informational report only.

ALTERNATIVES:

None identified.

RECOMMENDATION: None.



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

Agenda # 12e1
Reports
MCOG Minutes
5/7/2018

TITLE: Regional Housing Needs Assessment

DATE PREPARED: 04/27/18

MEETING DATE: 05/7/18

SUBMITTED BY: Nephela Barrett, Program Manager

BACKGROUND: The Regional Housing Needs Assessment (RHNA) is a process to allocate a projection of additional housing units needed to accommodate anticipated household growth of all income levels over a specific time period, which in this case is 8.8 years. Typically, the process begins with the California Department of Housing and Community Development issuing a RHNA Determination to the COG for each region, which essentially consists of the projected number of new housing units that will be needed throughout the county over the planning period. This number is developed based on a number of factors including demographic projections and the propensity of population groups to form households. The needed housing units are adjusted by the California Department of Housing and Community Development to correct for vacancy and overcrowding rates that are higher than normal. The next step is for the COG to develop a Methodology Statement identifying the method for allocating the regional housing needs for various income levels among member jurisdictions. Finally, the COG and member jurisdictions work together to develop an allocation that distributes the projected housing units. Ultimately, these housing allocations and the methodology used to determine them will be adopted in a RHNA Plan, then addressed by each local agency through its housing element.

In this cycle, the RHNA Determination from the State was delayed. This was the result of a change to our RHNA and RTP schedules, going from a 5 year RTP update to a 4 year update cycle, in order to allow for 8 year RHNA/Housing Element cycles per the provisions of SB 375. This RHNA and the subsequent HE cycle will be the beginning of the 8 year cycles. According to SB 375, once the RTPA made the election to go to a 4 year update cycle, the next RTP was due within 3 years. Adoption of the RTP triggers the due date for the next Housing Element, which is due 18 months from RTP adoption date. We adopted our RTP on February 5, which makes the next round of Housing Elements due August 2019. From that point on, the Housing Elements will be due after every other RTP update.

Due to the need to adopt a RHNA plan by August in order to allow adequate time for Housing Element preparation, we began working with a committee of local agency planning representatives on a Methodology Statement prior to receiving the determination. The following Draft Methodology Statement has been proposed by the committee. Due to a 60 day notice requirement, the statement will not be considered for approval until the June MCOG meeting.

RHNA Draft Methodology Statement

As part of the regional housing needs assessment, the Mendocino Council of Governments will allocate the housing need among its member agencies—the Cities of Ukiah, Fort Bragg, Willits and Point Arena and County of Mendocino—using the following methodology:

A Regional Housing Needs Allocation Methodology Committee will be formed and made up of representatives from each of the cities and the county. Tribal governments within the region will also be invited to participate in the process. MCOG will work cooperatively with this committee to determine an allocation based on the following factors:

- *Current population distribution and trends*
- *Past development trends*
- *Availability of appropriately zoned land*
- *Annexation opportunities*
- *Zoning change and General Plan amendment impacts*
- *Availability of resources and infrastructure services*
- *2013 housing allocation*
- *Vacancy rates*
- *Tribal population and housing development*
- *Limitations and challenges to housing and land resulting from recent wildfires*
- *Potential impacts of recent housing related legislation, including SB 35*

Since development of the Draft Methodology Statement, MCOG has received the regional determination from the State. The following is the determination of needed housing units over the planning period, which extends from December 2018 to August 2027.

| <u>Income Category</u> | <u>Percent</u> | <u>Housing Unit Need</u> |
|------------------------|----------------|--------------------------|
| Very-Low | 25.7% | 985 |
| Low | 16.7% | 640 |
| Moderate | 14.6% | 560 |
| Above-Moderate | 43.0% | 1,660 |
| Total | 100.0% | 3,845 |

The numbers are significantly higher than those from the last RHNA process. One reason is that the planning period is over three years longer in this cycle. Other reasons noted by the State are the higher numbers expected in older population groups that form smaller households. In addition, the need includes homes that will replace those lost during the fires. In spite of these factors, we still feel that the numbers are very high. MCOG will be working with local agencies to submit a challenge to the determination. In the meantime, we will begin working on an allocation given the limited amount of time we have to complete the process. The status of the challenge to the determination, as well as progress on the allocation, will be reported at the next meeting when the Methodology Statement is proposed for adoption.

ACTION REQUIRED: None – informational only.

ALTERNATIVES: None – informational only.

RECOMMENDATION: None – informational only.