

MENDOCINO COUNCIL OF GOVERNMENTS

Approved MINUTES

Monday, May 2, 2016

County Administration Center, Board of Supervisors Chambers

Additional Media:

YouTube link at <http://www.mendocinocog.org> under Meetings
Public Access TV Channel 65 and archives at <http://mendocinoaccess.org>

1. Call to Order / Roll Call. The meeting was called to order at 1:33 p.m. with Directors Doug Hammerstrom, Steve Scalmanini, Larry Stranske, Jim Koogle, Alternate Michael Carter, Tom Woodhouse, and Dan Gjerde present; Chair Gjerde presiding. Director Rex Jackman (Caltrans/PAC) joined by telephone.

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

2. Convene as RTPA

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

Public Expression. None.

4. Regular Calendar.

4. Fiscal Year 2016/17 RTPA Budget Presentation & Workshop. Ms. Orth made a slide presentation that covered her written staff report, including the following recommendations, and an overview of context and trends affecting the proposed budget. Questions and discussion by councilmembers and staff were encouraged. Details covered in her written staff report and the presentation included the following. No action was taken.

- a. Report of Revenues Fiscal Year to Date 2016/17. Local Transportation Fund (LTF) sales tax receipts through March (9 of 12 months) total \$2,587,018, at a modest \$27,582 (1.1%) more than the FYTD budget estimate. (Budget is \$2,559,436.)
- b. Executive Committee Recommendations of February 23, 2016. The committee recommended approval of staff's first draft budget with allocations for MCOG Administration, 2% Bicycle & Pedestrian, Planning, and the remainder available for Transit, consistent with established priorities for Local Transportation Funds. This year's estimate of local sales tax revenue shows a 0.3 percent decrease from the previous year. In addition to new revenue, the committee recommended allocating \$192,169 from the reserve fund, setting MCOG's LTF Reserve fund balance at \$171,000 for FY 2016/17. Funds are also available for State Transit Assistance (STA) and MCOG's Capital Reserve fund balance for transit purposes.
- c. Technical Advisory Committee Recommendation of February 17, 2016. Ms. Ellard reported funding allocations from various sources for the Draft Transportation Planning Overall Work Program (OWP), which the TAC recommended for approval, and summarized each proposed work element (WE) in her staff report. The total draft program is \$651,100. Additional carryover projects are expected to be added to the Final Work Program.
- d. Transit Productivity Committee Recommendations – Mendocino Transit Authority's (MTA) Annual Transit Claim and Unmet Transit Needs. The TPC will meet in May to review the annual transit claim from MTA along with the annual transit performance review and the Unmet Transit Needs recommendation. The result of this meeting will be reported at the June 6 MCOG meeting and the minutes will be included in the agenda packet.

Discussion and questions during the workshop included (not necessarily in order):

- Sales tax revenues may not grow at the same rate as they did in the past due to several factors, including a trend in online purchases where sales tax is not applied. (Gjerde)
- As a result of a decrease in State Transportation Improvement Program (STIP) funding, there is subsequently a decline in Planning, Programming and Monitoring (PPM) funds available for planning, as PPM funds for MCOG are allocated at 5 percent of the Regional Transportation Improvement Program. Due to this, MCOG will be more reliant on local funds. (Dow)
- MTA hired a new General Manager; one of her priority goals is to examine cost savings. (Gjerde)
- One recurring idea heard from the Social Services Transportation Advisory Council is the need for some form of ride sharing coordination, such as a Mobility Manager or dispatching network to link drivers and riders. (Orth)
- Caltrans comments are being addressed and incorporated, as appropriate, in the Final Work Program. WEs 1 and 2 have been combined into WE 1 for efficiency purposes. (Ellard)
- WE 22, Safe Routes to School project, is the non-infrastructure component of the Active Transportation Program (ATP) that the County applied for and MCOG is administering. Some planning staff hours are being funded from this non-traditional source. There is \$53,000 of carryover, with more anticipated. (Dow, Orth)
- The Regional Surface Transportation Program (RSTP) funds the Partnership Funding Program, the Regional Project Manager for local assistance, and the formula distribution to the five member agencies. The Partnership Funding Program assists the County and cities in funding transportation projects of regional significance that might otherwise not be implemented. Some examples of projects that would not be possible without the program include the Simpson Lane roundabout, and the design phase for the Ten Mile Creek Pedestrian Bridge project in Laytonville. A new project being considered for use of these funds are improvements to the freeway ramps on US 101 in Ukiah; since the Greater Ukiah Area Microsimulation Model has been developed, it can be utilized to help determine what approach will work best to alleviate some issues at these locations. Future considerations are also at KUKI Road and Empire Lane, where lack of signal coordination impedes the flow of traffic. The Regional Manager for local assistance, on staff, is paid from the RSTP fund to help cities and the County with technical issues. An upcoming priority requiring his assistance is the ATP application for the Rail with Trail project in the City of Willits. The remainder of the RSTP funds are allocated by formula to the County and cities. (Dow)
- Is there any funding required from the new developers at the old Fjord's property? Presumably, after a traffic study is conducted, the new development will provide another source of revenue for any necessary improvements. Signalization improvements would cost less than \$150,000 and the City and MCOG will be able to cover that cost. (Scalmanini, Dow)
- The two funds that are not included in the budget total are STIP and Mendocino Service Authority for Freeway Emergencies (SAFE). A new five-year plan for Mendocino SAFE will be prepared in 2016. At this point, the bulk of time and money spent is on maintenance and operations. As technology has changed, a move from analog, to digital, to satellite has taken place and Mendocino is the first county to install satellite call boxes; only a few more remain to be installed. (Orth, Dow, Gjerde)
- New transportation funding possibilities are being examined statewide. There is legislation on the table and the California Road Charge Pilot is still looking for volunteers. The pilot offers a choice of five different mileage reporting methods. The study will not account for factors such as the weight of the vehicle; those influences will be examined further once the pilot study has concluded. (Dow, Gjerde)

5 - 6. Consent Calendar. Upon motion by Director Woodhouse, second by Director Hammerstrom, and carried on roll call vote (*7 Ayes – Jackman/PAC, Hammerstrom, Scalmanini, Stranske, Koogle, Woodhouse, and Gjerde; 0 Noes; 1 Abstaining – Carter; 0 Absent*): IT IS ORDERED that consent items are approved:

5. Approval of April 12, 2016 Minutes – as written.

6. Adoption of Resolution Approving the Allocation of California Proposition 1B Funds, Fiscal Year 2014/15 Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA), for Mendocino Transit Authority's Eligibility Project.

Resolution No. M2016-07

Approving the Allocation of California Proposition 1B Funds,
Fiscal Year 2014/15 Public Transportation Modernization,
Improvement, and Service Enhancement Account (PTMISEA),
for Mendocino Transit Authority's Eligible Project
(Reso. #M2016-07 is incorporated herein by reference)

7. Recess as Policy Advisory Committee - Reconvene as RTPA - Ratify Action of Policy Advisory Committee. Upon motion by Director Hammerstrom, second by Director Woodhouse, and carried unanimously (*7 Ayes – Hammerstrom, Scalmanini, Stranske, Koogle, Carter, Woodhouse, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that the actions taken by the Policy Advisory Committee are ratified by the MCOG Board of Directors.

12. Reports - Information

- a. Mendocino Transit Authority. Chair Gjerde reported that MTA's new director will be on board by the end of May. Also, MTA and Rural Communities Housing Development Corporation were given the green light to send a grant application for the proposed senior housing project on Brush Street in Ukiah. If awarded, MTA would gain an electric bus. The application is due by June 20.
- b. North Coast Railroad Authority. Ms. Ellard reported escrow closed on the 4.1 acres of the depot property on April 15 for the new courthouse. Environmental mitigation will be required on the property. NCRA discussed authorization for the Executive Director to apply for a grant which would extend the line from Windsor north to Cloverdale, but no action was taken. Ms. Ellard answered questions about leasing of NCRA rail cars.
- c. MCOG Staff - Summary of Meetings. Mr. Dow referred to his written staff report and highlighted a recent California Transportation Commission (CTC) Town Hall meeting where five of eleven commissioners were in attendance and received a rural perspective. Mr. Dow presided as Chairman of the North State Super Region meeting.
- d. MCOG Administration Staff.
 1. *Hopland Municipal Advisory Council Meeting of April 20, 2016*. Mr. Dow referred to his written staff report.
 2. *Willits Main Street Corridor Planning Fair, April 18-22, 2016*. Directors and staff agreed that the Willits Main Street Charrette was a successful and well attended event. MCOG developed and distributed a survey to Willits residents with intent to strengthen the ATP application; over 100 responses were received.
 3. *2016 Transportation Investments Generating Economic Recovery (TIGER) Grant Cycle*. Mr. Dow stated due to technical and procedural complications, the TIGER grant application, which if awarded would fund part of the bicycle project on the coast along State Route 1, will not be submitted this cycle. MCOG intends to apply during the next cycle.

4. *Miscellaneous*. Ms. Orth informed the board about a grant solicitation from the California Energy Commission for electric vehicle charging stations (fast DC chargers) on the highway corridor. The grant is due by June 24. Redwood Coast Energy Authority staff and Ms. Orth have discussed the possibility of partnering on this grant application. She plans to come back to the June 6 meeting with further details.
- e. MCOG Planning Staff.
 1. *2016 Regional Transportation Improvement Program Update*. Ms. Barrett provided a quick update on the STIP. In the most recent revision submitted to the CTC, two projects were added; the Gualala Downtown Streetscape, and part of the roundabout at Low Gap Road and North Bush Street. Other revisions include: the second phase of the Ukiah Downtown Streetscape is proposed to be delayed to FY 2020/21, two of the bypass child projects in Willits (relinquishment and Sherwood Road intersection improvements) are proposed to be delayed until FY 2017/18, and there was a further delay on construction of East Side Potter Valley Road, which had previously been proposed for FY 2017/18 and is now proposed for FY 2019/20.
 2. *Miscellaneous*. None.
- f. MCOG Directors. Director Woodhouse brought up the proposed sales tax initiatives for the upcoming ballot. Mr. Dow reminded the board that MCOG's role was to deliver the planning effort for the transportation initiative, which was completed, and now it is up to the City and County officials to decide how to approach this.
- g. California Association of Councils of Governments (CALCOG) Delegates. Chair Gjerde announced the annual California State Association of Counties and CALCOG lobby day is approaching. The focus is centered around state funds for fixing the roads.

13. Adjournment. The meeting was adjourned at 3:17 p.m.

Submitted: PHILLIP J. DOW, EXECUTIVE DIRECTOR

By Leila Doyle, Administrative Assistant