

# MENDOCINO COUNCIL OF GOVERNMENTS

## Approved MINUTES

Monday, December 3, 2018

County Administration Center, Board of Supervisors Chambers

### ADDITIONAL AUDIOCONFERENCE LOCATION:

Caltrans District 1, 1656 Union St., Eureka

### ADDITIONAL MEDIA:

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

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

**1. Call to Order / Roll Call.** The meeting was called to order at 1:32 p.m. with Directors Steve Scalmanini, Larry Stranske, Michael Cimolino, Scott Ignacio (Alternate), Susan Ranochak, Georgeanne Croskey, Rex Jackman (Caltrans/PAC), and Dan Gjerde present; Chair Gjerde presiding.

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

**2. Convene as RTPA – Appreciation for Members Leaving Office.** Executive Director Barrett presented certificates of appreciation and recognition to three Board members who have graciously served on the MCOG Board.

- Director Croskey served from May 2017 through December 2018;
- Director Cimolino served from January 2017 through December 2018;
- Director Ranochak served from February 2009 through December 2018.

Each certificate gave a brief description of their individual skills and support they brought to the Council.

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

**4. Public Expression.** None

**5 - 6. Regular Calendar.**

**5. Acceptance of Report and Presentation: Active Transportation Program (ATP) Safe Routes to School Non-Infrastructure Grant Projects – Walk and Bike Mendocino.** Ms. Ellard referred to her written staff report and described background of the approved Safe Routes to School (SRTS) projects that started in FY 2014/15. The project had two components of SRTS Non-Infrastructure grants, for Countywide and Covelo; the awarded total was \$1,104,000 from ATP competitive state funds. Walk & Bike Mendocino, a program of North Coast Opportunities (NCO), was the lead consultant, with Laytonville Healthy Start under subcontract, and partnered with MCOG, Mendocino County Health & Human Services Agency (HHSA), seven school districts, and California Conservation Corps. The Board had an opportunity to direct the consultant to include any changes to the report before submitting the final report on December 31. She introduced Neil Davis, Director of Walk & Bike Mendocino/NCO.

Mr. Davis presented the draft final report and a slide presentation on the SRTS projects. The three-year project was shared among three agencies, tasked to work with seven different targeted communities. The goal was to get students to establish healthier physical habits by promoting bicycling and walking. The program focused on three of the five “E’s”: education, encouragement, and enforcement strategies to build capacity and sustainability. Engineering and evaluation are the other two “E” strategies in the program but were not their primary focus. HHSA took the lead on developing the task forces in each of the communities. The tasks include:

- Project Management and Coordination - *coordination between the partner agencies*
- Build School Capacity to Implement SRTS Activities – *develop task forces, revise school wellness policies and provide technical assistance, and train crossing guards*
- Increase Student Participation in SRTS – *coordinate group events, increase access to bikes/helmets, provide school-based safety education, develop walk/bike maps, work with high school students to assist with and provide as role models at events*
- Increase Community Support and Awareness – *recruit high school students to use PhotoVOICE for audits and advocacy, conduct outreach and promotion*
- Increase Enforcement – *advocate for increased enforcement during school drop-off and pick-up hours, and advocate with Animal Control/law enforcement for enforcement of dog leash laws and related safety issues.*

The projects brought county agencies, school districts staff, teachers, and community members together throughout the county to promote biking and walking opportunities through activities for hundreds of students, in eleven different schools. To maintain sustainability, the schools have been provided with bicycle training fleets and a suite of bike rodeo supplies. Each of the communities has local SRTS advocates with training to provide in-class and on-the-bike safety training to elementary students. The program increased schools’ capacity to provide SRTS support with trained teachers and volunteers.

In Board discussion, next steps were noted, including use of the bicycle fleets and tools in physical education curricula and future grant funding, with more funds available in the ATP.

At the May 2018 MCOG meeting, students from Ukiah High School and Laytonville High School gave PhotoVOICE presentations to the MCOG Board. In those presentations, the students had recommendations that the Board requested to include in the final report; they were not present in the draft. The Board reiterated for Mr. Davis to include a summary of the recommendations in the final report. Ms. Ellard also noted government code requires disclosure of the dollar amounts of contracts in the report.

**Upon motion** by Ignacio, second by Ranochak, and carried unanimously on roll call vote (8 Ayes – Scalmanini, Stranske, Croskey, Ranochak, Cimolino, Ignacio/Alt., Jackman, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent): IT IS ORDERED that the Active Transportation Program Non-Infrastructure Grant final report is accepted as amended.

**6. Discussion/Direction: 2019 Board Calendar.** Ms. Orth presented a draft of the proposed 2019 MCOG Board Meeting Calendar; the final draft calendar will return to the February 2019 MCOG meeting agenda for adoption. She explained the dates of the proposed meetings are based on MCOG’s bylaws. The April 1 MCOG meeting is proposed as the next mobile tour, of the South Coast area. A copy of the draft calendar will be sent to the Clerk of the Board of Supervisors to ensure the meeting space availability. MCOG staff will notify newly appointed MCOG Board members prior to the first meeting of the year on February 4, 2019. The draft calendar also includes *Related Meetings of Interest/Educational Options*. MCOG’s budget allows for travel expense reimbursement for training and networking opportunities for MCOG staff and board members.

No action was taken.

**7-9. Consent Calendar.** Upon motion by Croskey, second by Cimolino, and carried unanimously on roll call vote (8 Ayes – Scalmanini, Stranske, Croskey, Ranochak, Cimolino, Ignacio/Alt., Jackman, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent): IT IS ORDERED that consent items are approved:

**7. Approval of November 5, 2018 Minutes – as written**

**8. Appointments to Social Services Transportation Advisory Council (SSTAC)**

- Marilyn DeFrange, Ukiah Senior Center, for “local social service provider for seniors that provides transportation” - reappointed through April 2022
- Diana Clark, Alternate, Ukiah Senior Center, for “local social service provider for seniors that provides transportation” - reappointed through April 2022
- Jacob King, Mendocino Transit Authority for “Representative of local Consolidated Transportation Services Agency” - reappointed through April 2022.

**9. Award of Triennial Performance Auditor Engagement for MCOG and Mendocino Transit Authority Audits, Fiscal Years 2015/16 through 2017/18 – to Michael Baker International, not to exceed \$20,000.**

**10. Recess as Policy Advisory Committee - Reconvene as RTPA - Ratify Action of Policy Advisory Committee.** Upon motion by Ranochak, second by Croskey, and carried unanimously on roll call vote (7 Ayes – Scalmanini, Stranske, Croskey, Ranochak, Cimolino, Ignacio/Alt., 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.

**11. Reports - Information**

- a. Mendocino Transit Authority. None.
- b. North Coast Railroad Authority. Ms. Ellard attended the November 14 NCRA meeting in Ukiah. She reported that the majority of discussion was on complying with SB 1029. The new law requires NCRA to assess its assets and liabilities by July 1, 2020, moving towards dissolving the agency. NCRA will cooperate with the California Transportation Commission (CTC) and expressed their willingness by authorizing letters to Caltrans and the Natural Resources Agency. NCRA needs clarification from CTC on how to proceed with dissolving assets and ongoing annual lease renewals that provide revenue. SB 1029 legislation states NCRA may not enter into new contracts. Ms. Barrett and Ms. Ellard also attended a meeting for the Great Redwood Trail led by Senator McGuire’s staff and will continue attending these meetings. Brief comments were made in Board discussion.
- c. MCOG Staff - Summary of Meetings. Ms. Barrett added the Great Redwood Trail meeting attended on November 27.
- d. MCOG Administration Staff
  1. *Election Results: Proposition 6, Voter Approval for Future Gas and Vehicle Taxes and 2017 Tax Repeal Initiative.* Ms. Barrett explained what Proposition 6 not passing into law means for funding projects. The initiative would have repealed SB 1, the Road Repair & Accountability Act. Revenue will continue to come in, most of the transportation planning that has been in development prior to the proposition can continue without the threat of funding not being available, and it secures funding for more transportation improvement projects in the future. All sources from SB 1 are significant to this region. In Mendocino County, the vote was over 66% against Proposition 6.

2. *Reminder: Form 700 Statements of Economic Interest.* Ms. Orth gave a verbal reminder for Board members who are leaving the MCOG Board to file a Form 700 Statement of Economic Interest within 30 days of their vacating.
  3. *Miscellaneous.* None.
- e. MCOG Planning Staff.
1. *Caltrans Sustainable Transportation & Adaption Planning Grant Applications.* Ms. Ellard announced that MCOG submitted two applications by the November 30 deadline for the Caltrans grant programs. One project is to address SB 743 to change the measurement standard of transportation on the California Environmental Quality Act (CEQA) process to Vehicle Miles Traveled (VMT) Regional Team Baseline. It is a one-year study project. The total proposal is for about \$135,000 with \$119,500 from the grant and a local match of \$15,400. This project was recommended by the Technical Advisory Committee (TAC) and MCOG received letters of support from the County and cities of Ukiah, Fort Bragg, Willits, and Point Arena.  
The other application was for a two-year project, the Fire Vulnerability Assessment Emergency Evacuation Preparedness Plan. The total for that project is \$280,000, which is about \$248,000 grant and about \$32,000 local match. MCOG submitted eight support letters along with the application, from the Mendocino County Chief Executive Officer, the cities of Ukiah, Fort Bragg, Willits, and Point Arena, the Mendocino County Fire Safe Council, Brooktrails Township Community Services District, and Redwood Valley Municipal Advisory Council. Director Croskey was acknowledged for her advocacy and early support to start developing the plan application.  
The local match for the projects will be included in the 2019/20 Overall Work Program (OWP) to indicate the source of the match. Notification of the grant awards are expected in Spring 2019.  
Comments from the board include:
    - Chair Gjerde suggested including a mechanism for ongoing monitoring and maintenance of escape routes and entrances to ensure there are no barriers that prevent access in an emergency.
    - Director Scalmanini commented on people in the Albion area having limited routes to evacuate to the East. Ms. Barrett said areas vulnerable to fires will be assessed in the plan and outreach to gain public opinions/concerns will be advertised.
    - Director Croskey said Mendocino Redwood Company has been working with people to provide emergency access through their property with accessible gate codes provided to Cal Fire and Mendocino Fire Safe Council.
  2. *Miscellaneous.* Ms. Ellard announced that applications for funding in the 2019/20 Transportation Planning Overall Work Program (OWP) were due to be submitted at 5:00 p.m. that day.
- f. MCOG Directors. None.
- g. California Association of Councils of Governments (CALCOG) Delegates. Director Croskey attended the CALCOG business meeting on November 8, in Sacramento. She reported that they discussed the first joint meeting between the California Transportation Commission (CTC) and the Air Resources Board (ARB). CTC and ARB were mandated by AB 179 to meet to coordinate implementation of transportation programs and policies. Greenhouse gas emissions and the need for housing to be involved were discussed. Plans

were discussed to establish funding for preparing the Regional Housing Needs Allocation (RHNA) plans. They also discussed the new California Academy for Regional Leaders that offers training for professional staff working towards higher leadership levels in regional government. She explained to CALCOG a need, with regard to the legislative platform, for evacuation and emergency planning and to identify CALCOG's role to assist with counties' responsibilities. The next meeting is December 4, 2018 in Los Angeles.

**12. Adjournment.** The meeting was adjourned at 2:50 p.m.

Submitted: NEPHELE BARRETT, EXECUTIVE DIRECTOR

By Marta Ford, Administrative Assistant