

MENDOCINO COUNCIL OF GOVERNMENTS

Approved MINUTES

Monday, June 3, 2019

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*

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 1:34 p.m. with Directors Jim O. Brown, Larry Stranske, Tess Albin-Smith, Michael Carter (Alternate), John Haschak, Scott Ignacio (Alternate), Rex Jackman (Caltrans/PAC), and Dan Gjerde present; Chair Gjerde presiding. Director Albin-Smith was excused after Agenda #6, due to a schedule conflict.

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

2. Convene as RTPA

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

4. Public Expression. Ms. Barrett announced Marta Ford's departure from Dow & Associates.

5-9. Regular Calendar.

5. Acceptance of Plan and Presentation: Zero Emission Vehicle & Alternative Fuels Readiness Plan Update – W-Trans. Ms. Ellard referred to her written staff report and gave a brief review of history developing the program and the update. A copy of the draft plan was on hand and available on the MCOG website. As the project's initiator, Ms. Orth extended her appreciation for the support throughout from the Council, staff, and ZEV Advisory Group. She noted the consultant team's expertise and product delivery in a compressed timeframe, as well as a goal to continue working toward implementation. Barry Bergman, Senior Planner and Nick Bleich, Associate Engineer/Planner, both of W-Trans, gave a presentation on the plan's update. After the presentation and extensive questions and comments from board members, the Council concurred with staff's recommendation to accept the plan, including an additional appendix listing action items from the Northwest California Alternative Fuels Readiness Plan. Chair Gjerde also supported approaching the North State Super Region as recommended to help foster formation of an ongoing advisory council.

Upon motion by Carter, second by Ignacio, and carried unanimously on roll call vote (8 Ayes – Brown, Stranske, Carter/Alt., Haschak, Ignacio/Alt., Albin-Smith, Jackman/PAC, and Gjerde; 0 Noes; 0 Abstaining, 0 Absent): IT IS ORDERED THAT the Zero Emission Vehicle & Alternative Fuels Readiness Plan Update is accepted, and staff is directed to work with the consultant to incorporate any desired edits and finalize the plan by June 30, 2019, including Appendix D.

6. Acceptance of Report and Presentation: Pedestrian Facility Needs Inventory & Engineered Feasibility Study – TrailPeople. Ms. Ellard referred to her written staff report and gave a brief history on the process to develop this project. The countywide project consisted of two components, South Coast/Greater Point Arena and Inland/North Coast. A copy of the draft plan was on hand for review and available on the MCOG website; final copies, once approved, would be sent to each of the MCOG member agencies, i.e. cities and the County. Ms. Ellard introduced Sofia Zander, Lead Designer, and her colleague, Rourke Healey, Assistant Planner, both of TrailPeople. Ms. Zander gave a presentation to the Council. She noted 68 projects were ranked, after reviewing twice as many; those not ranked were either in progress already, too long-term for this scope, or recreational rather than transportation related. After the presentation and questions and comments from board members, the Council concurred with staff's recommendation to accept the study report.

Upon motion by Brown, second by Carter, and carried unanimously on roll call vote (8 Ayes – Brown, Stranske, Carter/Alt., Haschak, Ignacio/Alt., Albin-Smith, Jackman/PAC, and Gjerde; 0 Noes; 0 Abstaining, 0 Absent): IT IS ORDERED THAT the draft final Pedestrian Facility Needs Inventory & Engineered Feasibility Study report is accepted as presented.

Director Albin-Smith left the meeting at 2:55 p.m.

7. Technical Advisory Committee (TAC) Recommendations of May 22, 2019:

- a. Adoption of Final Fiscal Year 2019/20 Planning Overall Work Program (OWP). Ms. Ellard referred to her written staff report and reviewed the final program that included 15 work elements for a total of \$989,346. The Chair invited public comment; none forthcoming.

Upon motion by Haschak, second by Carter, and carried unanimously on roll call vote (7 Ayes – Brown, Stranske, Carter/Alt., Haschak, Ignacio/Alt., Jackman/PAC, and Gjerde; 0 Noes; 0 Abstaining, 1 Absent – Albin-Smith): IT IS ORDERED THAT 1) the FY 2019/20 Final Overall Work Program is adopted as recommended by the Technical Advisory Committee; 2) Task 2.1 of Work Element 8 (Mendocino County Fire Vulnerability Assessment & Emergency Preparedness project) is amended to add representation on the Technical Advisory Group from Caltrans District One and Caltrans Headquarters; and 3) the Executive Director or designee is authorized to sign certifications and the OWP Agreement and to forward to Caltrans, as required.

- b. Allocation of Additional Regional Surface Transportation Program (RSTP) – Partnership Program Funds for the Covelo SR 162 Corridor Multi-Purpose Trail Project to Supplement State Active Transportation Program (ATP) Grants, Not to Exceed \$200,000. Ms. Barrett reviewed the RSTP program, funds that were previously approved, and tasks covered for this project. Mr. Sookne referred to his written staff on the final design and right-of-way (ROW) phase of the SR 162 Multi-Use Trail in the Covelo area. MCOG had approved prior funding of \$250,000 that was used for the environmental and design phases. He reported on issues that have occurred and reasons why additional funding is needed to complete this phase of the project. The TAC unanimously recommended that MCOG allocate an additional \$200,000 of RSTP Partnership Program funds. Mr. Sookne answered questions relative to reasons for the long timeframe of this project, including wetland mitigation, presence of oak trees and endangered plants, and the permitting process.

Upon motion by Stranske, second by Haschak, and carried unanimously on roll call vote (7 Ayes – Brown, Stranske, Carter/Alt., Haschak, Ignacio/Alt., Jackman/PAC, and Gjerde; 0 Noes; 0 Abstaining, 1 Absent – Albin-Smith): IT IS ORDERED THAT an additional \$200,000 of Regional Surface Transportation Program (RSTP) Partnership Program funding

is approved for the State Route 162 Corridor Multi-Purpose Trail project, for a total of \$450,000 allocated to date from this funding source.

- c. Programming and Award of Highway Infrastructure Program (HIP) Funds to City of Ukiah’s Downtown Streetscape Project in the Amount of \$548,913. Ms. Barrett referred to her written staff report. Caltrans had sent out a notice of HIP funds available to the region. Funds must be used on facilities on the Federal Aid System and classified higher than a rural minor collector. The City of Ukiah’s Downtown Streetscape Project meets the criteria to receive these funds and is in the final stages of project development, with award of a construction contract anticipated in early fall of this year. The TAC recommended that the Board approve the award of FY 2017/18 and 2018/19 HIP funds totaling \$548,913 to the City of Ukiah for their Downtown Streetscape Project. Rick Seanor, Deputy Director, City of Ukiah Public Works Department, was available for questions and discussion from the Board. Questions from board members included:

- What is the timeline of this project? (*Gjerde*) – Mr. Seanor reported the City anticipates advertising for bids later this fall with construction to start January 2020.
- From the community meetings, what is the community’s reaction towards this project? (*Haschak*) – Mr. Seanor explained that generally the community’s responses have been positive. There were concerns about reducing four lanes to three. In the beginning, response was more skeptical about the changes, but after more active communication and addressing the community’s concerns the project has been received more positively. Director Brown agreed it was a tough sell, but public now sees it can be successful, with safety as the main benefit; about 90 percent accept the project. Ms. Barrett concurred.

Upon motion by Ignacio, second by Haschak, and carried unanimously on roll call vote (7 Ayes – *Brown, Stranske, Carter/Alt., Haschak, Ignacio/Alt., Jackman/PAC, and Gjerde*; 0 Noes; 0 Abstaining, 1 Absent): IT IS ORDERED THAT programming of the available FY 2017/18 and 2018/19 Highway Infrastructure Program (HIP) federal funding for the City of Ukiah’s Downtown Streetscape Project is approved, for an award of \$548,913.

8. Fiscal Year 2019/20 RTPA Budget. Ms. Orth reported on the final budget proposal, the result of all recommendations by the Executive Committee, Ad Hoc Committee, Technical Advisory Committee, Transit Productivity Committee, Social Services Transportation Advisory Council and staff. She identified changes since the May budget workshop and the action required to adopt the budget, as written in her staff report. Total revenues are estimated at \$8.5 million, and total allocations are recommended at \$7.7 million.

Upon motion by Brown, second by Haschak, and carried unanimously on roll call vote (7 Ayes – *Stranske, Brown, Carter/Alt., Haschak, Ignacio/Alt., Jackman/PAC, and Gjerde*; 0 Noes; 0 Abstaining; 1 Absent); IT IS ORDERED that the following four resolutions are adopted as recommended by staff and committees:

- a. Adoption of Resolution Allocating Fiscal Year 2019/20 Funds and 2018/19 Carryover Funds for Administration, Bicycle & Pedestrian Facilities, Planning and Reserves.

Resolution No. M2019-02

Allocating Fiscal Year 2019/20 Funds and 2018/19 Carryover Funds for Administration, Bicycle & Pedestrian Facilities, Planning and Reserves
(Reso. #M2019-02 is incorporated herein by reference)

Local Transportation Fund (LTF)		
Reserved LTF prior-year unallocated revenue	29,135	
MCOG Administration & Other Direct Costs	464,066	
2% Bicycle & Pedestrian	67,772	

Planning Program – new funds	147,816	
LTF carryover – Planning program	12,884	
Total LTF		721,673
Regional Surface Trans. Program – Admin.		90,000
ATP Infrastructure Grants – Admin.		200,000
PPM Funds - Planning		166,361
RPA Funds - Planning		294,000
Sustainable Communities Planning Grant		119,516
Climate Adaptation Planning Grant		248,769
Total Allocations		1,840,319

- b. Adoption of Resolution Finding That There Are Unmet Transit Needs That Are Reasonable To Meet for Fiscal Year 2019/20.

Resolution No. M2019-03

Finding That There Are Unmet Transit Needs
That Are Reasonable To Meet for Fiscal Year 2019/20
(Reso. #M2019-03 is incorporated herein by reference)

- c. Adoption of Resolution Allocating Fiscal Year 2019/20 Local Transportation Funds, State Transit Assistance, and FY 2018/19 Carryover Capital Reserve Funds to Mendocino Transit Authority.

Resolution No. M2019-04

Allocating Fiscal Year 2019/20 LTF, STA, and 2018/19 Carryover
Capital Reserve Funds to Mendocino Transit Authority
(Reso. #M2019-04 is incorporated herein by reference)

Local Transportation Fund (LTF)		
MTA Operations	2,993,124	
Unmet Transit Needs	0	
Senior Center Operations	555,499	
Capital Reserve Fund	0	
Total LTF		3,548,623
State Transit Assistance (STA)		
MTA Operations	946,179	
MTA & Senior Center Capital	0	
Capital Reserve Fund	0	
Total STA		946,179
Capital Reserve Program		
Current Year - MTA	0	
Current Year – Senior Centers	0	
Long Term – MTA and Seniors	674,846	
Total Capital Reserve		674,846
Total Transit Allocations		5,169,648

- d. Adoption of Resolution Allocating Regional Surface Transportation Program Funds for Fiscal Year 2019/20 MCOG Partnership Funding Program, Local Assistance, and Distribution By Formula To Member Agencies.

Resolution No. M2019-05

Allocating RSTP Funds for Fiscal Year 2019/20 MCOG Partnership Funding
Program, Local Assistance, and Distribution by Formula To Member Agencies
(Reso. #M2019-05 is incorporated herein by reference)

MCOG Partnership Funding Program		100,000
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Local Assistance – Project Delivery		90,000
Formula Distribution to Members		
Mendocino County DOT	127,229	
City of Ukiah	171,222	
City of Fort Bragg	114,321	
City of Willits	107,301	
City of Point Arena	70,919	
Total Formula Distributions		590,992
Total RSTP Allocations		780,992

9. Transit Productivity Committee Recommendation of May 2, 2019: Approval of Resolution Adopting a Farebox Standard of Ten Percent Consistent With the Minimum State Requirement for Non-Urban Transit Operators. Ms. Orth referred to her written staff report.

Upon motion by Haschak, second by Carter, and carried unanimously on roll call vote (7 Ayes – *Stranske, Brown, Carter/Alt., Haschak, Ignacio/Alt., Jackman/PAC, and Gjerde*; 0 Noes; 0 Abstaining; 1 Absent); IT IS ORDERED that the Transit Productivity Committee’s recommendation to update MCOG’s transit performance standard for Farebox Ratio to 10% (ten percent), consistent with the state’s minimum requirement, is approved by resolution.

Resolution No. M2019-06
 Adopting a Farebox Standard of Ten Percent
 Consistent With the Minimum State Requirement
 for Non-Urban Transit Operators
 (Reso. #M2019-06 is incorporated herein by reference)

10-12. Consent Calendar. Upon motion by Carter, second by Stranske, and carried unanimously on roll call vote (7 Ayes – *Stranske, Brown, Carter, Haschak, Ignacio/Alt., Jackman/PAC, and Gjerde*; 0 Noes; 0 Abstaining; 1 Absent): IT IS ORDERED that consent items are approved:

10. Approval of May 6, 2019 Minutes – as written

11. Adoption of Resolution Approving the Programming of FTA Section 5311(f) Intercity Bus Program Funds for Mendocino Transit Authority’s Project Proposal: Continuation of Route 65 Service

Resolution No. M2019-07
 Approving the Programming of FTA Section 5311(f)
 Intercity Bus Program Funds for Mendocino Transit Authority’s
 Project Proposal: Continuation of Route 65 Service
 (Reso. #M2019-07 is incorporated herein by reference)

12. Appointments to Social Services Transportation Advisory Council (SSTAC)

- *Jill Rexrode, Redwood Coast Seniors, as “Local social service provider for seniors that provides transportation”*
- *Laurie Hill, Redwood Coast Seniors, as Alternate*

13. Recess as Policy Advisory Committee - Reconvene as RTPA - Ratify Action of Policy Advisory Committee. Upon motion by Carter, second by Haschak, 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.

14. Reports - Information

- a. Mendocino Transit Authority. Ms. Ellard reported the May meeting was cancelled.

- b. North Coast Railroad Authority. There was no report.
- c. MCOG Staff - Summary of Meetings. Ms. Ellard made one correction to the written report: the May 28 grant workshop was held in Sacramento, but she had attended by webcast rather than in person.
- d. MCOG Administration Staff. Ms. Barrett reported that Senate Bill 152, which would have affected the Active Transportation Program (ATP) funding distribution, had died in committee. SB 127, which would change the State Highway Operation & Protection Program (SHOPP) was moving forward but with an amendment to the previous draft. The amendment changes conditional requirements to be more appropriate and acceptable in the bill. Another item that was discussed at the last CalCOG meeting, a proposal to allow COGs funding to complete the required Regional Housing Need Assessment (RHNA) plans; for the Mendocino County region, it could come to \$410,000. Details will follow in the months to come.
Ms. Orth announced that Dow & Associates would be recruiting for the open position of Administrative Assistant, as Ms. Ford had given her notice.
- e. MCOG Planning Staff. There were no further reports.
- f. MCOG Directors. Director Gjerde reported on a Lost Coast Trail meeting coming up to discuss a 12-mile trail through Sinkyone Wilderness State Park in Northern Mendocino County. The project is in the conceptual stage and could move forward with funding (unrelated to MCOG). Ms. Barrett will contact Chair Gjerde with information on Proposition 68 grant funds; applications are due in June and August.
- g. California Association of Councils of Governments (CALCOG) Delegates. It was reported that Director Albin-Smith had attended the most recent meeting.

15. Adjournment. The meeting was adjourned at 3:45 p.m.

Submitted: NEPHELE BARRETT, EXECUTIVE DIRECTOR

By Marta Ford, Administrative Assistant