



# MENDOCINO COUNCIL OF GOVERNMENTS

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

NEPHELE BARRETT, EXECUTIVE DIRECTOR

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

## AGENDA

**Monday, August 17, 2020 at 1:30 p.m.**

### Teleconference

Zoom videoconference link provided to Council members and by request.  
Please submit access request by noon on the meeting date to  
[info@mendocinocog.org](mailto:info@mendocinocog.org) or call MCOG Administration at (707) 463-1859.

Audio Call-in Option: 1 (669) 900-6833 (in CA)  
Meeting ID: 820 9996 3075 Passcode: 628245

### 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)

**NOTICE:** During the declared local, state and national emergency, all meetings of the Mendocino Council of Governments will be conducted by teleconference (audio and/or video) and not available for in-person public participation, pursuant to the Governor's Executive Order N-29-20. In order to minimize the risk of exposure to COVID-19, the public may participate in lieu of personal attendance in several ways. Since opportunities during the meeting are limited, we encourage submitting comments in advance.

- In advance of the meeting: email comments to [info@mendocinocog.org](mailto:info@mendocinocog.org) or send comments using the form at <https://www.mendocinocog.org/contact-us>, to be read aloud into the public record.
- During the meeting: email comments to [info@mendocinocog.org](mailto:info@mendocinocog.org) or send comments using the form at <https://www.mendocinocog.org/contact-us>, to be made available as soon as possible to the Board of Directors, staff, and the general public as they are received and processed by staff.
- During the meeting: make oral comments on the conference call by phone or video when public comment is invited by the Chair.

Thanks to all for your interest and cooperation.

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

1. Call to Order and Roll Call
2. Convene as SAFE
3. Mendocino SAFE Staff Recommendations:
  - a. Call Box Program Update – *verbal report*
  - b. Approval of Fiscal Year 2020/21 Mendocino SAFE Program Budget
  - c. Adoption of Resolution #S2020-01 To Approve Agreement with the State of California Department of California Highway Patrol (CHP)
4. Recess as SAFE – Reconvene as RTPA
5. Recess as RTPA – Reconvene as Policy Advisory Committee

**PUBLIC EXPRESSION – *Please refer to notice at top of this Agenda.***

6. 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**

*Attachments posted:* <https://www.mendocinocog.org/2020-08-17-board-of-directors-acceptance-of-fire-vulnerability-assessment-emergency-evacuation-preparedness-plan>

7. Acceptance of Final Mendocino County Vulnerability Assessment, Public Outreach Plan, and Emergency Evacuation Preparedness Plan
8. Adoption of Resolution #M2020-\_\_\_\* Approving the Programming of Phase 2 Coronavirus Aid, Relief, and Economic Security (CARES) Act Funds Under the FTA Section 5311 Non-Urbanized Program for Mendocino Transit Authority Operating Assistance
9. Presentation: ArcMap Planning Portal – *Caltrans District 1*

**CONSENT CALENDAR**

The following items are considered for approval in accordance with Administrative Staff, Committee, and/or Directors' recommendations and will be enacted by a single motion. Items may be removed from the Consent Calendar for separate consideration, upon request by a Director or citizen.

10. Approval of June 1, 2020 Minutes

**RATIFY ACTION**

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

**REPORTS**

12. Reports – Information - *No Action*
  - a. Caltrans District 1 – Projects Update and Information
  - b. Mendocino Transit Authority
  - c. North Coast Railroad Authority
  - d. MCOG Staff - Summary of Meetings
  - e. MCOG Administration Staff
    - i. Status of Amendment to Joint Powers Agreement – *verbal report*
    - ii. Municipal Advisory Council Meetings Attended (Laytonville, Round Valley, Gualala) – *verbal*
    - iii. California Transportation Foundation (CTF) Forum – July 23, 2020 Webinar
    - iv. Miscellaneous
    - v. Next Meeting Date – Monday, October 5, 2020
  - f. MCOG Planning Staff
  - g. MCOG Directors
  - h. California Association of Councils of Governments (CALCOG) Delegates

**CLOSED SESSION**

*Any public reports of action taken in closed session will be made in accordance with Govt. Code sections 54957.1.*

**13. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION**

(Paragraph (1) of subdivision (d) of Section 54956.9)

Dewey-White v. Mendocino Council of Governments

Mendocino Superior Court Case No. SCUJCVPT 18-70179

## ADJOURNMENT

### 14. Adjourn

#### **AMERICANS WITH DISABILITIES ACT (ADA) and TRANSLATION REQUESTS**

Persons who require special accommodations, accessible seating, or documentation in alternative formats under the Americans with Disabilities Act, or persons who require interpretation services (free of charge) are advised to contact the MCOG office at (707) 463-1859, **at least five days** before the meeting.

**Las personas que requieren alojamiento especial de acuerdo con el Americans with Disabilities Act, o personas que requieren servicios de interpretación (libre de cargo) deben comunicarse con MCOG (707) 463-1859 al menos cinco días antes de la reunión.**

#### **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 agendaized, MCOG may adjourn to a closed session to consider litigation or personnel matters (i.e. contractor agreements). Discussion of litigation or pending litigation may be held in closed session by authority of Govt. Code Section 54956.9; discussion of personnel matters by authority of Govt. Code Section 54957.

POSTED 8/11/2020

\* Next Resolution Number: M2020-08



# Mendocino County Service Authority for Freeway Emergencies (SAFE) Program Budget



<u>Year</u>	<u>Fund</u>	2018-19 ACTUAL	2019-20 ESTIMATE	2019-20 ACTUAL	2020-21 PROPOSED BUDGET
<b><u>Revenue</u></b>	2110-760175	Audited		Est/Unaudited	
Dept. of Motor Vehicle Collected Fees		107,131	105,000	106,621	107,000
Interest		2,431	1,418	2,910	2,500
Carryover of Prior Year Unexpended Balance		130,584	154,633	154,633	167,233
Sub-Total		\$ 240,146	\$ 261,051	\$ 261,254	\$ 276,733
<b><u>Expenditures</u></b>	2110-760175				
Administration Contract (Dow Contract)		35,439	39,000	37,050	38,509
Planning Contract (DBC)		-	16,991	6,202	17,646
New System Installations & Upgrades		11,004	5,000	-	145,500
Existing System Maintenance		33,345	30,000	10,289	10,000
Cellular / Satellite Service		808	38,650	39,480	40,000
CHP Contract for Primary Answering Service		409	600	720	720
Direct Expenses			-	280	500
Expenditures Sub-Total		\$ 81,005	\$ 130,241	\$ 94,021	\$ 252,875
Fund Balance		159,141	130,810	167,233	23,858
<b><u>Adjustments</u></b>					
Additional expenditures (to next audit)	DBC Planning	4,508			
Adjusted carryover		\$ 154,633			

**Agenda # 3b**  
SAFE Meeting  
8/17/2020

Prep'd by A. Pedrotti, J. Orth





# MENDOCINO COUNTY S.A.F.E.

SERVICE AUTHORITY FOR FREEWAY EMERGENCIES

Agenda # 3c  
SAFE Meeting  
8/16/2020

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**TITLE:** Approval of Agreement with the State of California Department of California Highway Patrol (CHP)

**SUBMITTED BY:** Alexis Pedrotti, Project Manager

**DATE:** 8/5/20

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**Background:**

The Mendocino County Service Authority for Freeway Emergencies (S.A.F.E) is currently operating 141 call boxes throughout Mendocino County in various locations along State Routes 1, 20, 128, 101, 162, 175 and 253. Of these, 97 are traditional cellular call boxes and the remaining are newer boxes using satellite technology.

The California Highway Patrol (CHP) plays a major role in the operation of the call boxes. The Mendocino SAFE contracts with the CHP to provide the Primary Answering Point (PAP) for the call boxes. When a motorist uses a call box, it is answered by the CHP's local dispatch office. Two dispatch offices serve Mendocino County: one in Ukiah, the other is in Arcata. Once the call is received, the dispatcher connects the caller to the appropriate services. All traditional call boxes support the Teletypewriter/Telecommunication (TTY) devices, so the local CHP dispatchers are able to communicate with hearing- or speech-impaired motorists. Mendocino SAFE worked collaboratively with CHP and the manufacturer to implement a new system that now makes it possible for satellite boxes to respond to TTY requests as well.

Along with being the Primary Answering Point for the call boxes, the California Highway Patrol also assists SAFE staff in keeping the call boxes in good operating condition. If a call box is found left open, not operating correctly, or has been vandalized, the dispatchers will contact our staff.

For all this, the cost to Mendocino SAFE is not to exceed \$2,160 for FY 2020/21, 2021/22 and 2022/23.

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**Action Required:**

Approval of the CHP Agreement by Resolution #S2020-01.

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**Alternatives:**

Do not approve CHP Agreement by resolution; make alternative suggestions.

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**Recommendation:**

Approve Agreement #20R048006 between the Department of California Highway Patrol and the Mendocino County Service Authority for Freeway Emergencies by adopting Resolution #S2020-01.

Enclosure: draft resolution





**MENDOCINO COUNTY**  
**SERVICE AUTHORITY FOR FREEWAY EMERGENCIES (SAFE)**

BOARD of DIRECTORS

RESOLUTION No. S2020-01

TO APPROVE AGREEMENT WITH  
THE STATE OF CALIFORNIA  
DEPARTMENT OF CALIFORNIA HIGHWAY PATROL (CHP)

WHEREAS,

- On August 4, 1994, the Mendocino Council of Governments by resolution accepted its designation as the Service Authority for Freeway Emergencies (SAFE) for Mendocino County (“Mendocino County SAFE”) and agreed to carry out the responsibilities of a SAFE;
- Mendocino County SAFE currently operates approximately 141 call boxes on State Routes 1, 20, 128, 101, 162, 175 and 253, and continues to install additional call boxes according to the Mendocino County SAFE Five-Year Strategic & Financial Plan;
- On April 4, 2005, the Board of Directors of Mendocino County SAFE adopted a resolution directing staff to proceed with installations of telecommunications devices (TTYs) to enhance two-way communication between hearing- or speech-impaired motorists and the call answering center at Department California of Highway Patrol (CHP);
- On February 21, 2019, the Board of Directors of Mendocino County SAFE adopted an amendment to the Five-Year Strategic and Financial Plan which includes TTY enhancements to all new call boxes, technology upgrades to existing call boxes, installation of an additional 48 call boxes throughout the County, and maintenance of the system;
- According to the CHP/Caltrans Call Box and Motorist Aid Guidelines, the Department of California Highway Patrol is responsible for negotiating an agreement with each SAFE individually for the handling of call box calls;
- Agreement 20R048006 between CHP and Mendocino County SAFE offers services and assistance by CHP for a period of three years from July 1, 2020 through June 30, 2023 for a total amount of \$2,160.00:
  - FY 20 / 21 (7/1/20 through 6/30/21), not to exceed \$720.00
  - FY 21 / 22 (7/1/21 through 6/30/22), not to exceed \$720.00
  - FY 22 / 23 (7/1/22 through 6/30/23), not to exceed \$720.00; and

- The Amended Five-Year Strategic and Financial Plan (adopted February 2019) identified funding to support the budget for CHP call answering; therefore, be it

RESOLVED, THAT:

The Service Authority for Freeway Emergencies for Mendocino County, as the local governing authority body, hereby authorizes Agreement 20R048006 with the Department of California Highway Patrol.

ADOPTION OF THIS RESOLUTION was moved by Director \_\_\_\_\_, seconded by Director \_\_\_\_\_, and approved at a meeting of Mendocino County SAFE on August 17, 2020, by the following roll call vote:

AYES:

NOES:

ABSTAINING:

ABSENT:

WHEREUPON, the Chair declared the resolution adopted, AND SO ORDERED.

\_\_\_\_\_  
ATTEST: Nephele Barrett, Executive Director

\_\_\_\_\_  
Dan Gjerde, Chair

AGREEMENT BETWEEN  
THE STATE OF CALIFORNIA  
DEPARTMENT OF CALIFORNIA HIGHWAY PATROL  
AND  
MENDOCINO COUNTY SERVICE AUTHORITY FOR FREEWAY EMERGENCIES

THIS AGREEMENT is made and entered into by and between the State of California acting by and through Department of California Highway Patrol, hereinafter called CHP, and Mendocino County Service Authority for Freeway Emergencies (SAFE), hereinafter called Mendocino County SAFE, under provisions of California Vehicle Code Sections 2421.5 and 9250.10, and the Streets and Highway Code Section 131.1 and Chapter 14 (commencing with Section 2550) to Division 3.

TERMS AND CONDITIONS:

By and in consideration of the covenants and conditions herein contained, CHP and Mendocino County SAFE do hereby agree as follows:

1. The term of this agreement is July 1, 2020, through June 30, 2023.
2. The Agreement is for services and assistance provided by CHP in accordance with the "CHP/Caltrans Call Box and Motorist Aid Guidelines," which is hereby incorporated by reference hereinafter called "GUIDELINES." As these GUIDELINES may be revised from time to time, it is understood that Mendocino County SAFE shall have a current copy on file for the duration of this Agreement.
3. The Agreement shall remain in force subject to the following:
  - A. That it shall not become effective until (1) Mendocino County SAFE has submitted to CHP a copy of the minutes, order, motion, resolution, or ordinance from Mendocino County SAFE approving execution of this Agreement and identifying the individual authorized to sign on behalf of Mendocino County SAFE, and (2) that this Agreement is duly signed by both parties.
  - B. That it may be modified by amendment in writing and signed by both parties and shall be modified by the parties to conform to any future changes to federal or state law that affects the terms of this Agreement.
  - C. Either party may terminate this agreement before the expiration of its term, or any extension, upon six (6) months prior written notice to the other party.
  - D. Notwithstanding subparagraph 3 C. above, CHP may terminate this Agreement upon thirty (30) days advance written notice to Mendocino County SAFE should Mendocino County SAFE be financially unable to reimburse CHP for services rendered under this Agreement.
4. For services and assistance herein, Mendocino County SAFE agrees to reimburse CHP quarterly, in arrears and upon receipt of an itemized invoice, for charges identified in Sections 6 and 10. Upon receipt, payment shall be made to CHP as invoiced within sixty (60) days. If payment is not submitted because of a dispute, Mendocino County SAFE agrees to submit the reasons for the dispute to CHP within sixty (60) days of receiving the invoice charges.

A. Payment shall be made to:

Department of California Highway Patrol  
Fiscal Management Section  
P.O. Box 942900  
Sacramento, CA 94298-2900

B. Invoices shall be sent to:

Mendocino County SAFE  
Attn: SAFE Program Manager  
367 North State Street, Suite 204  
Ukiah, CA 95482

Each quarterly invoice shall include a thorough explanation and justification for any additional charges or changes of the amounts of past charges.

5. The maintenance of the call box system (outside of CHP communications center), including telephone service and line costs, shall be the sole responsibility of Mendocino County SAFE. Upgrades or modifications to Mendocino County SAFE's system shall be in accordance with the GUIDELINES. This notification shall be made to CHP at least thirty (30) days prior to the annual staffing analysis.
6. The Mendocino County SAFE shall reimburse CHP for all personnel costs associated with the number of Public Safety Dispatcher (PSD) positions that CHP and Mendocino County SAFE agree are required to handle call box call traffic. The CHP will only increase or decrease the number of PSDs after receiving a written request/commitment from Mendocino County SAFE stating that Mendocino County SAFE will assume all personnel costs for the additional positions.
7. Six (6) months prior to the beginning of each subsequent fiscal year, if the need arises, CHP will re-evaluate communications center call box PSD staffing requirements. The most recent twelve (12) months (annual average) of call box call activity (when available) will be used with the CHP Reimbursable Position Formula (defined in the GUIDELINES), to determine the currently required staffing level. The CHP will submit to Mendocino County SAFE a letter, with applicable substantiating data, indicating any necessary changes in staffing. The Mendocino County SAFE will then respond to CHP within thirty (30) days, in writing, indicating concurrence or disagreement with the recommendation.
8. The Mendocino County SAFE shall advise CHP of any anticipated significant new installations that should be considered in the annual staffing analysis. This notification should be made to CHP at least thirty (30) days prior to the annual staffing analysis.
9. The Mendocino County SAFE may request, or CHP may perform, if the need arises, a staffing analysis at any time during the year. If a change in staffing is required due to a non-predicted need, CHP and/or SAFE may request, in writing, such a change. Staffing changes may be necessary for, but need not be limited to, the following: increases/decreases in the number of call boxes, or significant increases/decreases in the number of call box calls.

10. The Mendocino County SAFE shall pay for its proportional share of the actual wage rate for one half (1/2) of a single CHP SAFE Coordinator position. The CHP SAFE Coordinator position will be used for SAFE-related business.

Each SAFE's proportional share billing "factor" shall be determined at the beginning of each fiscal year by comparing the number of motor vehicles registered within each SAFE's boundaries to the total number of motor vehicles registered in all counties which have entered into SAFE agreements with CHP. This proportional share shall be billed over four (4) fiscal quarters.

11. Call box calls will be handled by CHP communications centers as third level priority – after 9-1-1 (first priority) and allied agency (second priority) calls. The CHP statewide standard level of service for the handling of call box calls is as follows:

- A. Call box calls shall be handled as rapidly as possible; however, they should be handled ideally no longer than 60 seconds after the first ring at the communications center. Experience has shown that when emergency communications traffic becomes unusually heavy, call box traffic also increases. At these times, motorists may be required to wait extended lengths of time for service.

- B. Call box calls should be handled ideally within 3.5 minutes' (210 seconds) total call handling time. It is understood that the use of such services as the translation service contractor will increase total call handling time to levels above this standard.

12. The CHP agrees to submit an itemized invoice quarterly to Mendocino County SAFE which may include the following charges:

- A. Personnel costs (salary and benefits) determined under the terms of this Agreement. PSD personnel costs shall be based on the third step of the wage scale for PSDs in effect at the time of invoicing. CHP SAFE Coordinator personnel costs will be based on the actual step of the wage scale for the CHP SAFE Coordinator position at the time of invoicing. These costs are subject to change according to increases and/or decreases in State of California salary and benefit rates, which are beyond CHP control.

CHP and Mendocino County SAFE agree that no PSD positions will be charged to Mendocino County SAFE during the term of this Agreement. However, should CHP personnel costs increase, and billing become necessary, and both parties agree in writing through amendment, then current GUIDELINES shall be used for billing purposes if a residual workload can be substantiated.

- B. Indirect costs shall be applied to monthly personnel costs in accordance with California State Administrative Manual Section 8752 and 8752.1. The indirect cost rate is determined by CHP and approved by California Department of Finance and is subject to change each state fiscal year. The re-evaluation of staffing requirements shall include an explanation of the projected upcoming fiscal year indirect cost rate.

- C. Translation service charges directly attributable to call box calls and billed to CHP by the translation service contractor will be reimbursed by Mendocino County SAFE. CHP will maintain a contract with a translation service vendor to provide necessary interpretation/translation services for call box-related calls. CHP will bill Mendocino County SAFE, in arrears, quarterly for charges billed by the translation service contractor. All SAFE invoices will be accompanied by copies of billings from the translation services contract vendor.

D. Telephone system costs (if applicable). The state shall provide a standard communication center telephone system, which shall also be used to handle incoming call box calls. Any agreed upon changes above and beyond the standard phone system design specifically requested by Mendocino County SAFE Program shall be funded by Mendocino County SAFE.

13. Call box/motorist aid system enhancements due to changing technology may require changes and/or upgrades to CHP communication center equipment. In such cases, Mendocino County SAFE shall be responsible for the procurement, installation, and maintenance of communication center equipment, unless otherwise agreed to. All equipment procured for CHP dispatch operation shall be designed jointly by CHP and Mendocino County SAFE. No equipment shall be installed in a CHP facility, which does not meet all CHP operational and technical specifications.

Communication center equipment purchased by Mendocino County SAFE and installed at CHP for CHP's use during the term of this contract shall be the property of and maintained by Mendocino County SAFE.

14. The CHP shall limit its review to Mendocino County SAFE's specifications for upgrading or modifying Mendocino County SAFE's call box system which include any potential operational affect to CHP communications centers, in accordance with the GUIDELINES.

15. The total amount of this Agreement shall not exceed Two Thousand, One Hundred Sixty Dollars and Zero Cents (**\$2,160.00**) for a three-year Agreement as follows:

- FY 20 / 21 (7/1/20 through 6/30/21), not to exceed \$720.00
- FY 21 / 22 (7/1/21 through 6/30/22), not to exceed \$720.00
- FY 22 / 23 (7/1/22 through 6/30/23), not to exceed \$720.00

Each quarterly invoice shall include a thorough explanation and justification for any new additional charges or changes of the amounts of past charges.

16. Mutual Indemnification: CHP shall defend, indemnify and hold Contractor, its officials, officers, employees, agents, and volunteers free and harmless from any and all liability from loss, damage, or injury to property or persons, including wrongful death, to the extent arising out of or incident to any negligent acts, omissions, or willful misconduct of CHP, its officials, officers, employees, agents, and volunteers arising out of or in connection with CHP performance of this Agreement.

Contractor shall defend, indemnify and hold CHP, its officials, officers, employees, agents, and volunteers free and harmless from any and all liability from loss, damage, or injury to property or persons, including wrongful death, to the extent arising out of or incident to any negligent acts, omissions, or willful misconduct of Contractor, its officials, officers, employees, agents, and volunteers arising out of or in connection with Contractor's performance of this Agreement.

Neither termination of this Agreement nor completion of the acts to be performed under this Agreement shall release any party from its obligation to indemnify as to any claims or cause of action asserted so long as the event(s) upon which such claim or cause of action is predicated shall have occurred subsequent to the effective date of this Agreement and prior to the effective date of termination or completion.

17. All services under this Agreement shall be coordinated by

Department of the California Highway Patrol  
Communications Centers Support Section  
601 North 7<sup>th</sup> Street, Building C  
Sacramento, CA 95811  
(916) 843-4280

The contact person shall be CHP SAFE Coordinator.

18. This Agreement, and any attachments or documents incorporated herein by inclusion or reference, constitutes the complete and entire Agreement between CHP and Mendocino County SAFE and supersedes any prior representations, understandings, communications, commitments, Agreements or proposals, oral or written.
19. Under no circumstances shall Mendocino County SAFE or its subcontractor(s) use the name Department of California Highway Patrol or CHP to promote a product which is part of the call box system without the written consent of CHP.
20. Audit: The auditing parties hereto shall be subject to the examination and audit of the State for a period of three (3) years after final payment under the contract. In addition, Mendocino County SAFE and CHP may be subject to the examination and audit by representatives of either party. The examination and audit shall be confined to those matters connected with the performance of the contract including, but not limited to the costs of administering the contract. Mendocino County SAFE and CHP agree to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records (Gov. Code sect. 8546.7, Pub. Contract Code sect. 10115 et seq., CCR Title 2, section 1896). Mendocino County SAFE agrees to maintain such records for possible audit for a minimum of three (3) years after final payment.
21. Disputes. Except as otherwise provided in this Agreement, any dispute concerning a question of fact arising under this Agreement which is not disposed of by mutual Agreement of the parties may be submitted to an independent arbitrator mutually agreed upon by the CHP and Mendocino County SAFE. The arbitrator's decisions shall be non-binding and advisory only, and nothing herein shall preclude either party, at any time, from pursuing any other legally available course of action, including the filing of a law suit. Pending a final decision of a dispute hereunder, both parties shall proceed diligently with the performance of their duties under this Agreement, and such continued performance of their duties under this Agreement shall not constitute a waiver of any rights, legal or equitable, of either party relating to the dispute.

The remainder of this page is intentionally left blank.

22. This Agreement is entered into by the parties listed below and shall be effective upon approval by the Department of General Services Office of Legal Services. By executing this Agreement, the representatives of CHP and Mendocino County SAFE warrant that they have viewed and fully understand all provisions of this Agreement and are authorized to bind their respective agencies to all terms of the Agreement's provisions.

STATE OF CALIFORNIA  
Department of California Highway Patrol

MENDOCINO COUNTY  
Service Authority for Freeway Emergencies

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Jacqueline Ngo, Commander  
Business Services Section

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Nephele Barrett, Executive  
Director Mendocino County  
SAFE

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Date

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Date





# MENDOCINO COUNCIL OF GOVERNMENTS

**Agenda # 7**  
Regular Calendar  
MCOG Meeting  
8/17/2020

## STAFF REPORT

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**TITLE:** Acceptance of Final Vulnerability Assessment, Public Outreach Plan, and Evacuation Plan. **DATE PREPARED:** 08/06/20

**SUBMITTED BY:** Loretta Ellard, Deputy Planner

**MEETING DATE:** 08/17/20

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**BACKGR OUND:**

As you will recall, the draft “Fire Vulnerability Assessment & Emergency Evacuation Preparedness Plan” was presented to the MCOG Board at the June 1 meeting. Category Five Professional Consultants, Inc. (Sheri Eibschutz and Bob Neumann) gave a remote PowerPoint presentation of the draft plan components, and a general discussion was held with the consultants responding to questions.

The action taken at the June meeting was to “receive the presentation” only, as comments were still being submitted and edits to the draft plan documents were in process. In addition, the planned countywide public forum anticipated that additional comments would be forthcoming.

The virtual public forum was held (*via Zoom webinar*) on June 22, with approx. 100+ attendees (including consultants, staff, local officials, and community members) present at some point during the meeting. Comments and questions were accepted before, during, and after the forum up until July 1. The consultant team has now completed the final plan (including Evacuation Plan, Vulnerability Assessment, and Public Outreach Plan components) which is on today’s agenda for “acceptance” by MCOG. As previously reported, formal “adoption” of the plan by MCOG is not required, as that would only be needed for the agency implementing the plan (possibly the County).

The Evacuation Plan will be presented by Category Five staff to the County Board of Supervisors, for possible adoption as an annex to the County’s Emergency Operations Plan. It is possible that the version that becomes part of the County Plan may have additional changes, if requested by the County. Category Five staff is currently working with Sheriff’s department personnel to schedule this presentation in September.

Category Five staff is not required to attend this meeting, as their contract only included one presentation to the MCOG Board (which occurred in June). The final plan documents have been posted to the MCOG website at [www.mendocinocog.org](http://www.mendocinocog.org) under the “Meetings” tab for Aug. 17. Staff will be available to respond to questions.

This regional planning project was originally programmed in MCOG’s FY 2019/20 Overall Work Program (*and carried over to FY 2020/21*), funded with a Caltrans Adaptation Planning Grant of \$247,884, plus \$32,116 in local matching funds, for a total of \$280,000 (\$35,000 MCOG Staff; \$245,000 Consultant). Category Five’s contract totaled \$236,140.

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**ACTION REQUIRED:** Accept Final Vulnerability Assessment, Public Outreach Plan, and Evacuation Plan

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**ALTERNATIVES:** (1) Conditionally accept final plan documents; or (2) Do not accept final plan documents.

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**RECOMMENDATION:** Accept Final Vulnerability Assessment, Public Outreach Plan, and Evacuation Plan.

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# MENDOCINO COUNCIL OF GOVERNMENTS

**Agenda # 8**  
Regular Calendar  
MCOG Meeting  
8/17/2020

## STAFF REPORT

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**TITLE:** Approval of Programming CARES Act FTA 5311 Funds  
For Mendocino Transit Authority

**DATE PREPARED:** 08/07/20  
**MEETING DATE:** 08/17/20

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**SUBMITTED BY:** Nephela Barrett, Executive Director

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**BACKGROUND:** The Coronavirus Aid, Relief and Economic Security (CARES) Act was passed by Congress and signed into law in March of 2020 in response to the COVID-19 pandemic. The Act provided \$2.2 billion in funding for rural transit operators to be distributed through the existing Federal Transit Administration (FTA) Section 5311 and 5311(f) programs. A first round of CARES Act funding was distributed directly to transit agencies that had previously received funding through these programs. MTA received a total of \$557,349 from the FTA 5311 program in the first round.

On July 17, 2020, Caltrans' Division of Rail and Mass Transportation (DRMT) announced the Call for Projects for the CARES Act for FTA Section 5311 Program Phase 2. The regional apportionment for Mendocino County is \$1,068,573 and is based on the 2010 decennial census. This amount represents the remaining Phase 2 CARES Act funding for the regular FTA Section 5311 Program. As the RTPA, MCOG's role in this process is to allocate the regional apportionment based on regional transportation needs.

Mendocino County receives an apportionment under the FTA 5311 program each year. Historically, the full amount is awarded to MTA as they have been the only eligible applicant in the past. Eligible transit service under the 5311 program must be open to the general public, and agencies must meet all eligibility and compliance requirements of FTA. Funding from the CARES Act was also open to eligible agencies that were not previously claiming 5311 funds, so RTPAs were encouraged to alert all potential applicants. An announcement was sent to agencies that may be providing public transit alerting them of the availability of funding on July 31.

MTA has requested the full amount of funding. No agencies other than MTA have requested funding. At their July 29 meeting the MTA Board passed a resolution authorizing the application for these funds. An application is currently being developed and will be finalized prior to the August 13 due date established by the State. The funds will help offset the anticipated reduction in other funding sources for MTA resulting from the pandemic.

The program requires certification that MCOG, as the transportation planning agency, has approved, by resolution, the programming of funds for this project. A draft resolution has been prepared and is attached for MCOG Board consideration.

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**ACTION REQUIRED:** By resolution, approve the programming of \$1,068,573 in CARES Act FTA Section 5311 funding for the Mendocino Transit Authority.

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**ALTERNATIVES:** There are no recommended alternatives.

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**RECOMMENDATION:** By resolution, approve the programming of \$1,068,573 in CARES Act FTA Section 5311 funding for the Mendocino Transit Authority.



## **5311 Program CARES Act Fact Sheet**

Congress passed the Coronavirus Aid, Relief and Economic Security Act (CARES Act) to provide support for capital, operating, and other expenses generally eligible under the FTA Section 5311 program to prevent, prepare for, and respond to COVID-19. This including operating expenses to maintain transit services as well as paying for administrative leave for transit personnel due to reduced operations during an emergency.

**What:** The overall goal of the FTA 5311 program is to enhance the availability of public transit in rural areas and provide public transportation opportunities to residents in rural areas for access to employment, education and health care, shopping and recreation.

**Program Funds:** Program funds are made available to rural areas with a population of less than 50,000 as designated by the Bureau of the Census (2010).

**Eligible Applicants:** Public transit providers, state and local governments, rural transportation planning agencies, private-nonprofit organizations, Tribal Governments and private intercity bus operators (5311(f)). All subrecipients are required to be compliant with FTA regulations.

**Eligible Projects:** Eligible projects include capital projects, planning and operating assistance projects. CARES Act projects are 100% federally funded and requires no local share.

**Program Fund Role Players:** The FTA, local government, transit providers, MPO's RTPAs, DRMT, Districts, SCO, and Accounting.

**Funding Amount and Distribution Process:** The CARES Act apportionment for California is \$94,976,667. Of this amount, 75% is set aside for regional distribution. Of the remaining 25%, 15% is set-aside for Intercity Bus Section 5311(f) and 10% for program administration. DRMT distributed Phase 1 to current subrecipients of FTA 5311 and 5311(f). Phase 2 is being distributed through a Call for Projects for ALL eligible transit operators. FTA 5311(f) Phase 2 will be determined later.

**The Transportation Planning Agencies (RPA) Project Selection for CARES Act:** Caltrans provides the formula-based funding amount for each region to the MPOs/RTPAs. They then plan and sub-allocate projects based on regional transportation needs. Once the projects are selected the transit agencies will submit their application to Caltrans using BlackCat Electronic Grants System.

**References:** CARES Act FQA's <https://www.transit.dot.gov/frequently-asked-questions-fta-grantees-regarding-coronavirus-disease-2019-covid-19>  
FTA Circular 9040.1.G <https://www.transit.dot.gov/regulations-and-guidance/fta-circulars/formula-grants-rural-areas-program-guidance-and-application>



# MENDOCINO COUNCIL OF GOVERNMENTS

BOARD of DIRECTORS

RESOLUTION No. M2020-08

APPROVING THE PROGRAMMING OF PHASE 2 CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY (CARES) ACT FUNDS UNDER THE FTA SECTION 5311 NON-URBANIZED PROGRAM FOR MENDOCINO TRANSIT AUTHORITY OPERATING ASSISTANCE

WHEREAS,

- The Mendocino Council of Governments (MCOG) is the designated Regional Transportation Planning Agency for Mendocino County;
- The Mendocino Transit Authority (MTA) has applied for funding from Phase 2 of the Coronavirus Aid, Relief, and Economic Security (CARES) Act under the Federal Transit Administration (FTA) Section 5311 Non-Urbanized Program for the purpose of operations;
- MTA is the only eligible applicant for these funds in the region and is able to meet the requirements of the Section 5311 program; and
- The program application requires certification that MCOG, as the transportation planning agency, has approved, by resolution, the programming of funds for this project; the U.S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration to support capital and operating assistance projects for non-urbanized public transportation systems under Section 5311 of Title 49 of the U.S. Code; therefore, be it

RESOLVED, THAT:

1. The Mendocino Council of Governments hereby approves the programming of its regional apportionment of Phase 2 CARES Act funds under FTA Section 5311 in the amount of \$1,068,573 for MTA operating assistance.
2. The Executive Director is authorized to execute and file Certifications and Assurances of the Regional Agency.
3. The Executive Director is authorized to provide additional information that may be required by the California Department of Transportation in connection with the Section 5311 projects.

ADOPTION OF THIS RESOLUTION was moved by Director \_\_\_\_\_, seconded by Director \_\_\_\_\_, and approved on this 17th day of August, 2020, by the following roll call vote:

AYES:

NOES:

ABSTAINING:

ABSENT:

WHEREUPON, the Chairman declared the resolution adopted, AND SO ORDERED.

\_\_\_\_\_  
ATTEST: Nephele Barrett, Executive Director

\_\_\_\_\_  
Dan Gjerde, Chair





# DISTRICT 1 PROJECTS MAP GALLERY USER GUIDE

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# Overview

The Caltrans District 1 Projects Map Gallery Geographic Information System (GIS) web viewer is a public facing web mapping application. It can be viewed using any browser, however Chrome is recommended for optimum performance.

## Overview of the Web Map

Open the web app in a web browser. The web app can be opened with the link below:

<http://arcg.is/1O8jbm0>

The viewer is composed of tabs that each contain various types of information and tools. There are three main types of tools in the viewer:

- Map Tools
- Layer Tools
- Attribute Table Tools

Any tool box window or pop-up window can be closed by clicking the **X** on the top right corner of the window.

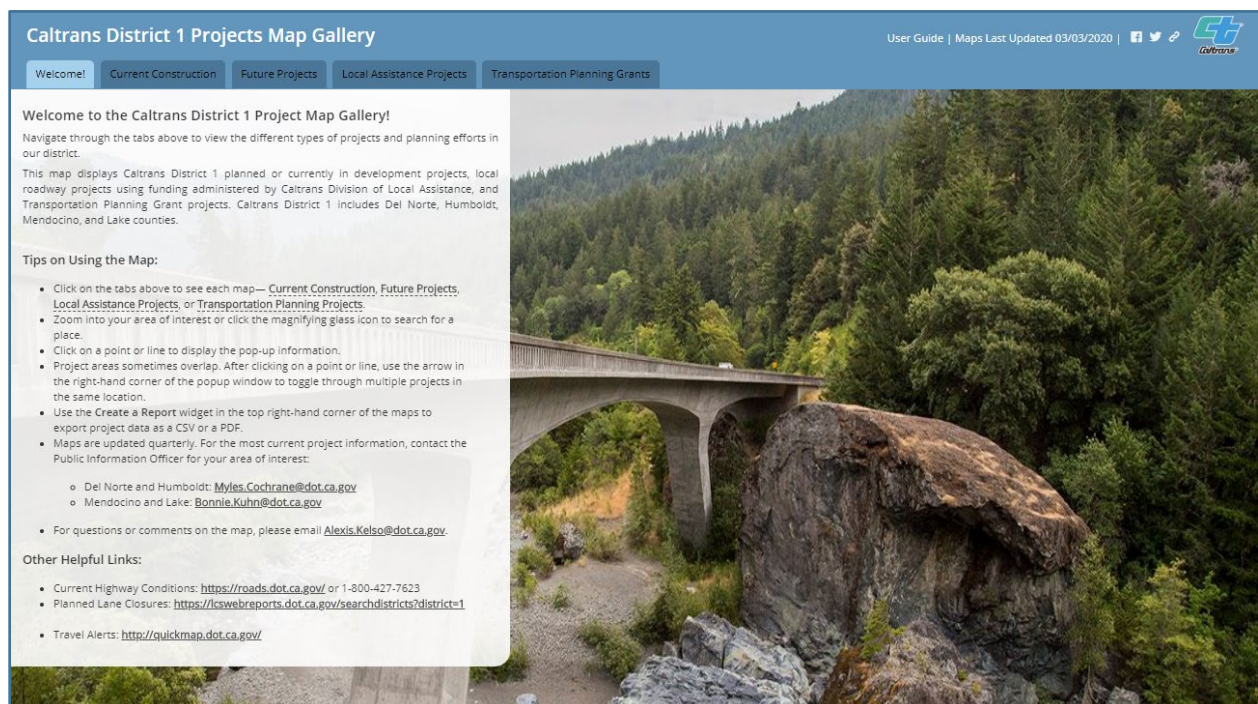
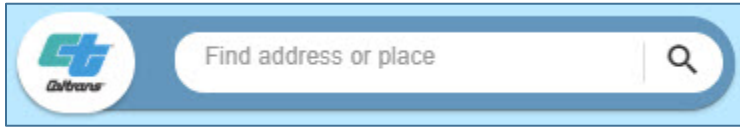


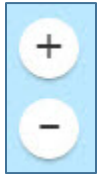
Figure 1. An image of the Caltrans District 1 Projects Map Gallery Welcome Page

# Map Tools



## Search

Enables locations or features to be searched on the map.



## Zoom In/Out, Pan

Provides interactive zoom controls in the map display. Click (+) to zoom in and (-) to zoom out on the map. The mouse wheel can also be used to zoom in and out of the map viewer.



## Home

Zooms the map to the initial map extent.



## My Location

Allows the network to detect your physical location and zoom the map to it.



## Legend

Displays labels and symbols for layers in the map.



## About

Provides information and general use instructions for the maps.



## Near Me

Allows you to find features within a buffer of a defined address or location and view detailed information about those features.



## Basemap Gallery

Presents a gallery of basemaps and allows you to select one from the gallery as the basemap for your app. Select a basemap from the option list.



## Print

Allows the current map to print to a PDF.



## Map Overview

The Overview Map tool displays the current extent of the map within the context of a larger area and updates whenever the map extent changes.



## Create a Report

The Create a Report tool allows you to define an area of interest and analyze specified layers for potential impacts. The area of interest can be defined through a place name search, by drawing on the map, or specific county boundaries.

## Create a Report

Use the **Create a Report** tool to export a report of a defined Area of Interest (AOI). The AOI is defined by searching for a location or by drawing a location on the map. The report contains a map and a table of the features in the AOI. Follow the steps below to export a report.

1. Open the tool by selecting on the **Create a Report** icon in the top right-hand corner of the map. The tool should open and look like Figure 2 below.

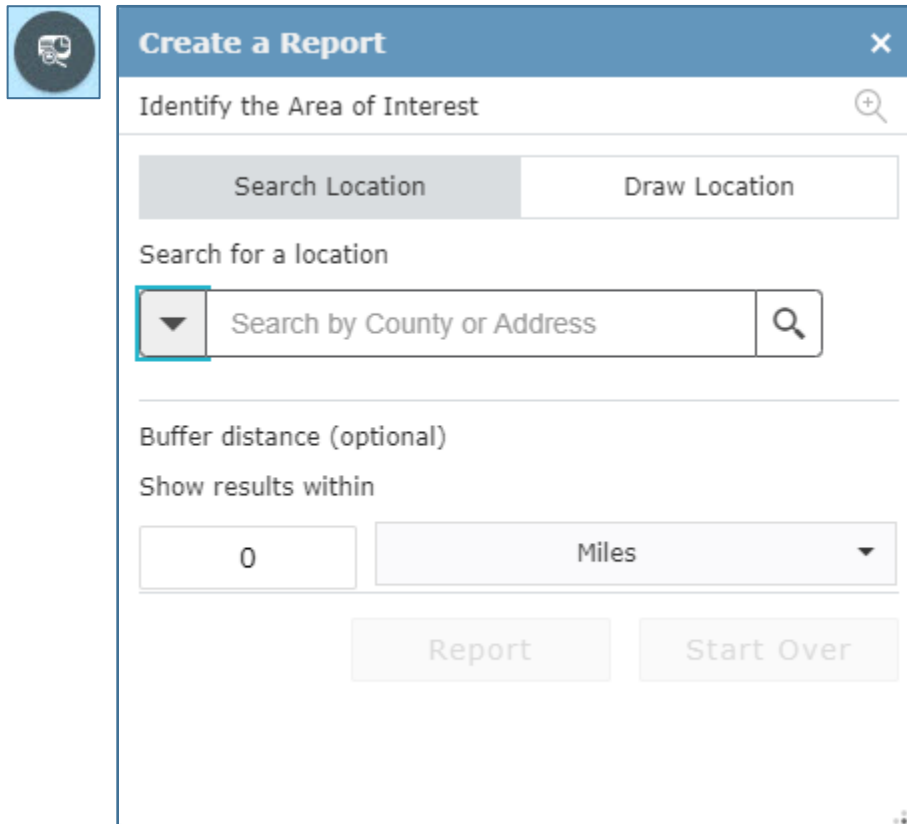


Figure 2. Image of the **Create a Report** tool upon opening.

2. Identify an Area of Interest (AOI) with one of the provided tools.
  - **Search Location** - Search for a location in the map, and optionally apply a buffer. Cities and counties are locations that can be searched for.
  - **Draw Location**- Draw an extent, circle, polygon, or select a feature on the map, and optionally apply a buffer.
  - **Buffer Distance (optional)** – Define a distance to be buffered around the AOI, units can be set to miles, feet kilometers, or meters.
3. Click **Start Over** to remove the defined area of interest and create a new one.

4. Click **Report** to analyze the configured layers within the AOI. Analysis results are presented in the next panel. Layers with data intersecting the AOI are reported.
5. Expand the result details by clicking on the box next to the layer name. The layer details expand as shown in Figure 3.

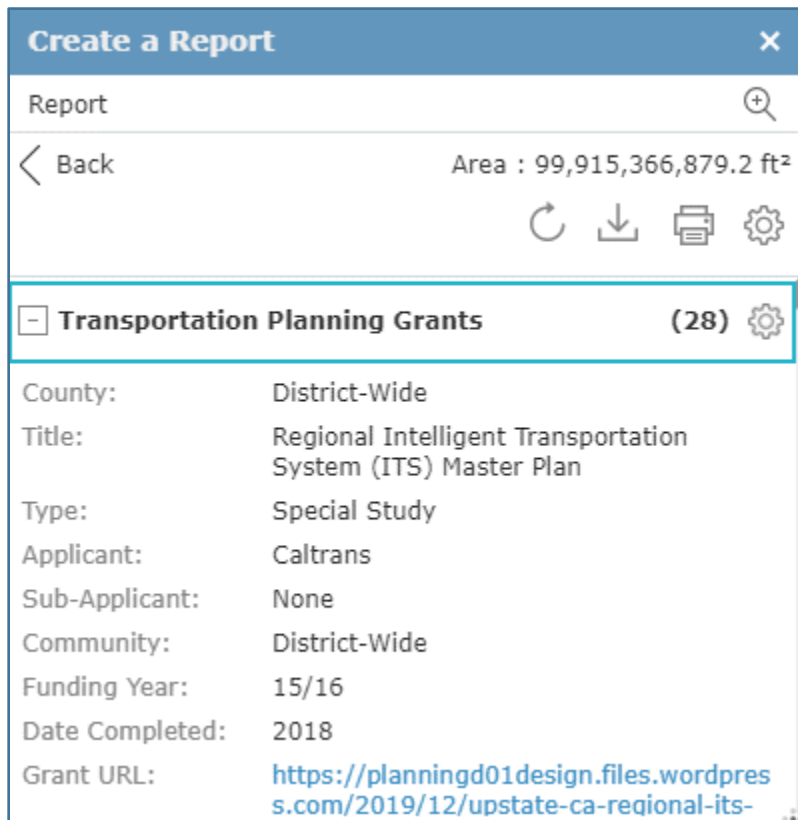






Figure 3. Image of the **Report** section of the **Create a Report** tool.

6. There are optional steps that can be completed before the report is generated in the results panel. It is okay if the icons for the below options do not load properly.
  -  Click the settings button next to a layer's name to choose the fields presented in the results.
  -  Change the units of the analysis results by clicking the **Choose units for analysis** button.
  -  Refresh the analysis results for the current area of interest by clicking the **Refresh report** button.
  -  Download a table as a CSV file of features in the AOI by clicking the **Download** button.

- Print a report of the analysis results by clicking the **Print** button and choosing a page size and orientation.

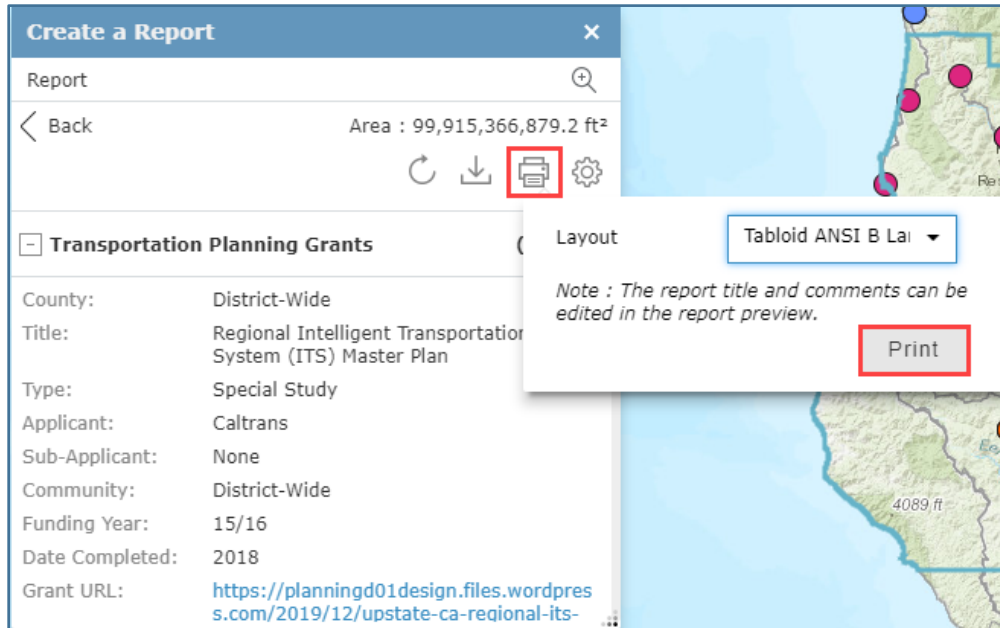


Figure 4. Image of the **Print** button option in the **Create a Report** tool.

- A new window opens with the report, you can change the title or comments.

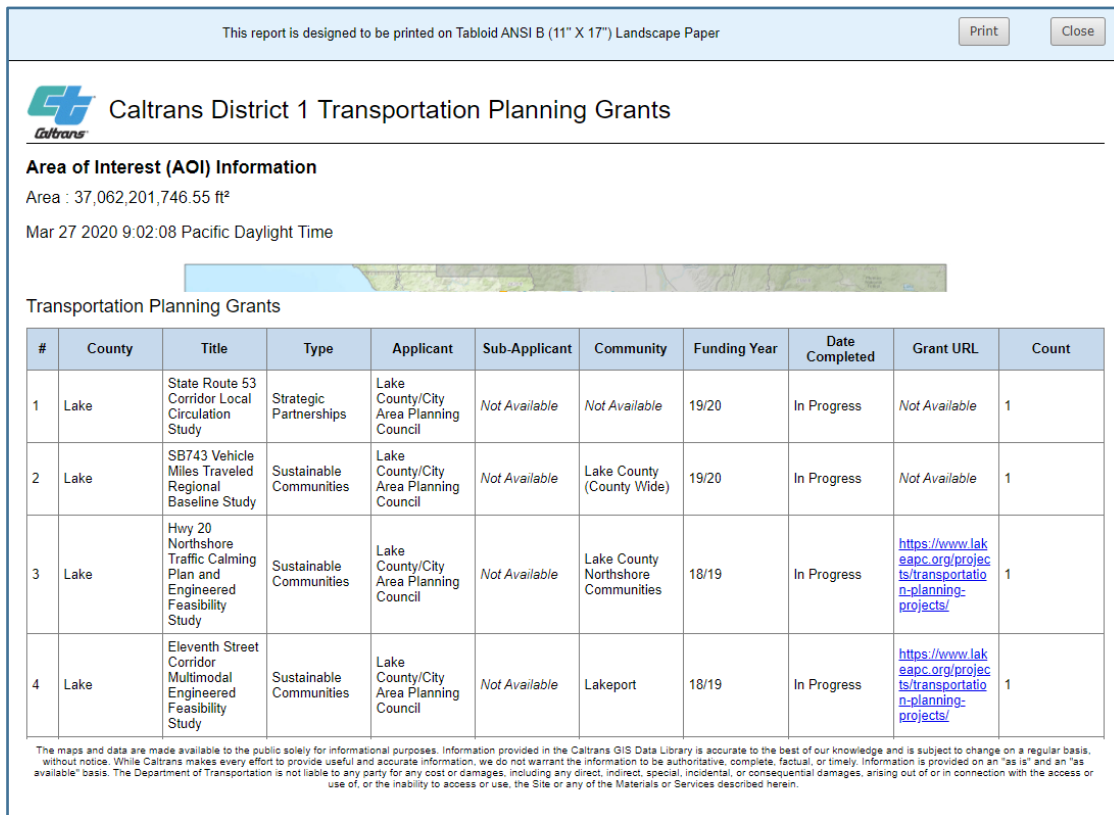


Figure 5. An edited image of the print results in the **Create a Report** tool.

## Layer Tools



### Filter Projects

A group filter in the Future Projects Tab that filters all layers by county and performance objective.



### Activity Status Filter

A filter on the Local Assistance Projects Tab that is automatically opened to filter projects by activity status. Active projects are automatically turned on.



### Info Summary

A summarization tool on the Transportation Planning Grants Tab. Grants are grouped by county and grant type with the count number displayed.

## Filters

Filters allow pre-made conditions to quickly be applied to layers. The conditions filter projects by region, their activity status, their performance objectives, and more.

### Filter Projects

The **Filter Projects** tool is part of the Future Projects Tab. Follow the steps below to learn how to use this tool.

1. Select the **Filter Projects** filter to open it.
2. There are two options to filter projects by: county and performance objective. Select one of the options from the drop-down menu.

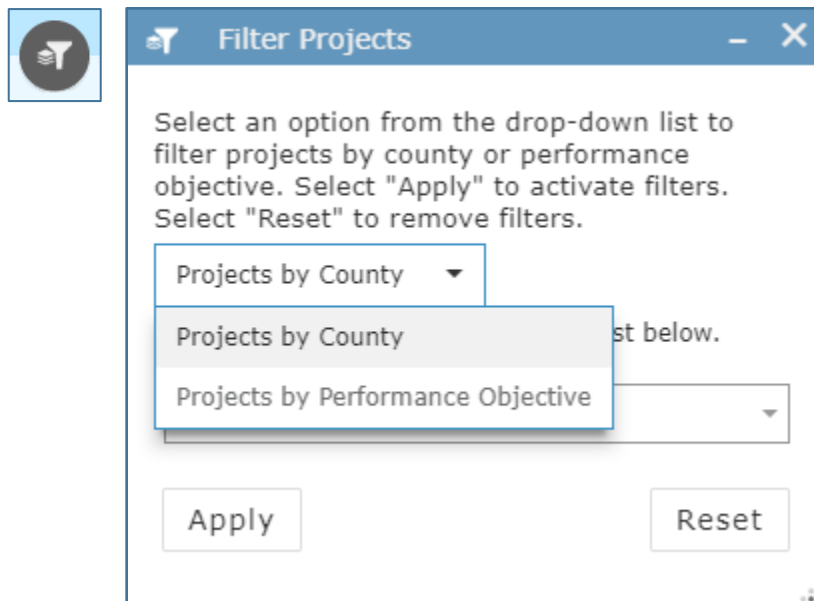


Figure 6. Filter options in the **Filter Projects** tool.



3. Select the specific value to filter by in the second drop-down menu. These values are pulled from fields in the layers displayed in the map.

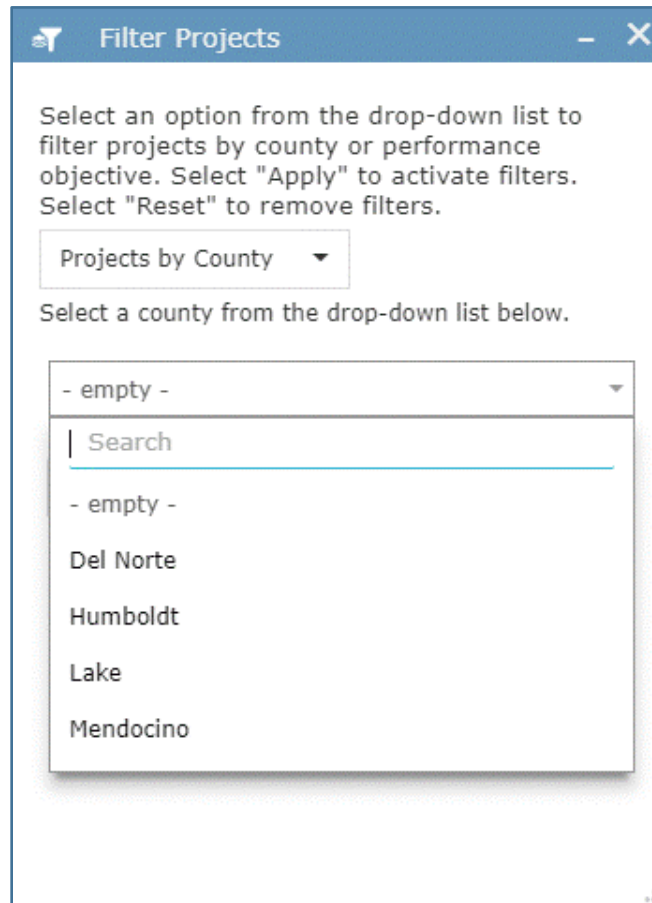


Figure 7. Filter by county options in the *Filter Projects* tool.

4. Select **Apply** to filter the layers. Select **Reset** to remove the filter.

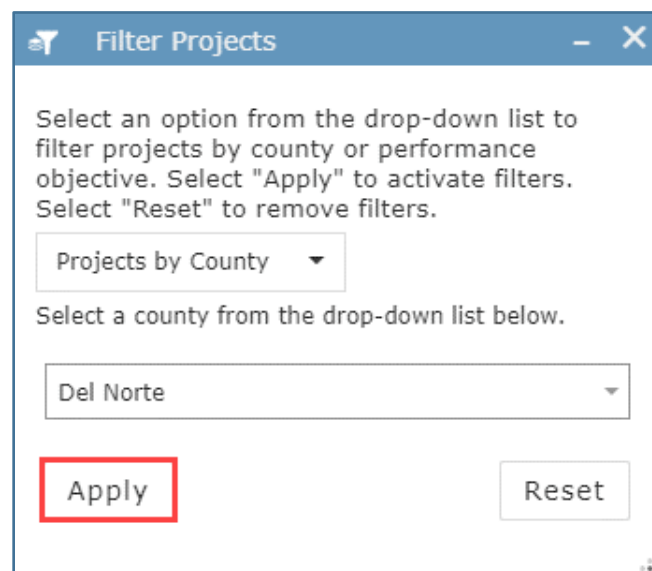


Figure 8. Filter by Del Norte county in the *Filter Projects* tool.

## Activity Status Filter

The **Activity Status Filter** tool is part of the Local Assistance Projects Tab, follow the steps below to learn how to use this tool.

1. Select the **Filter Projects** filter to open it. The filter is automatically set to only display projects with an active status.

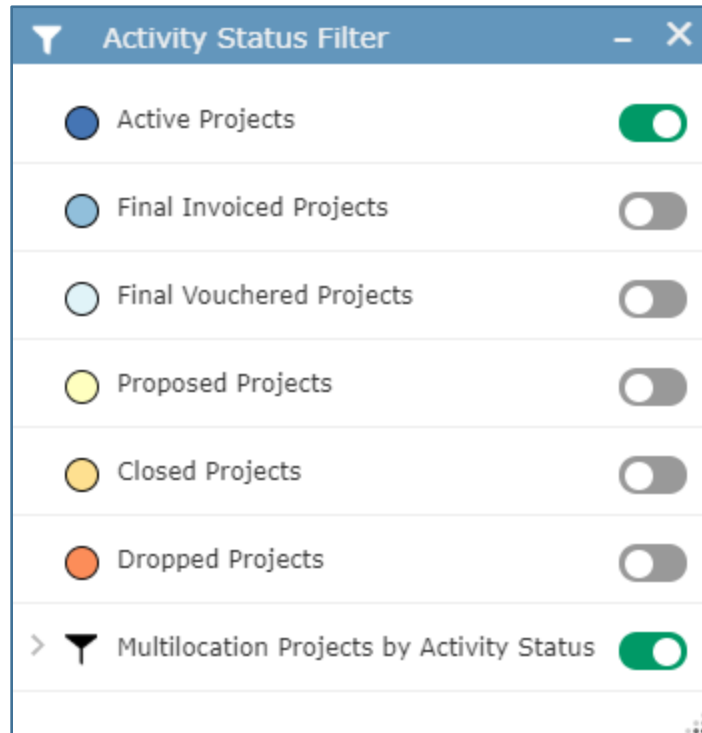


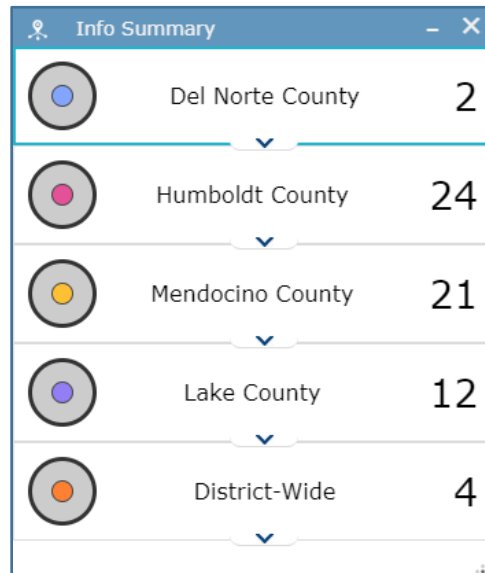
Figure 9. **Activity Status Filter** tool upon opening.

2. Toggle the other status filters to display them on the map.
3. Use the drop-down menu to toggle projects with multiple locations.

## Information Summary

The **Info Summary** tool is part of the Transportation Planning Grant. The tool summarizes and groups grant based on the county and grant type. Follow the steps below to learn how to use this tool.

1. Select the **Info Summary** filter to open it.

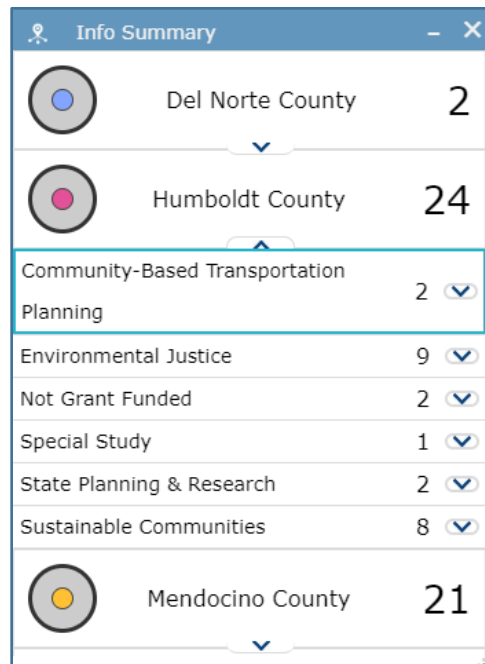


The screenshot shows a window titled "Info Summary" with a search icon and window controls. It displays a list of counties with their respective grant counts. Each county entry includes a colored circle icon, the county name, and the count. A small downward arrow is visible under each county name, indicating that the list can be expanded.

County	Count
Del Norte County	2
Humboldt County	24
Mendocino County	21
Lake County	12
District-Wide	4

Figure 10. **Info Summary** tool upon opening.

2. Grants are grouped by county and the number of grants in each county can be seen. Click on the arrows under the county name to expand the view.



The screenshot shows the "Info Summary" window with the Humboldt County section expanded. The expanded view shows a list of grant types with their counts and a small downward arrow next to each count. The other counties remain collapsed.

County	Count
Del Norte County	2
Humboldt County	24
Community-Based Transportation Planning	2
Environmental Justice	9
Not Grant Funded	2
Special Study	1
State Planning & Research	2
Sustainable Communities	8
Mendocino County	21

Figure 10. Humboldt County grants expanded in the **Info Summary** tool upon opening.

- Grants are grouped by grant type and the number of grants in each county can be seen. Again, click on the arrows to expand the view.

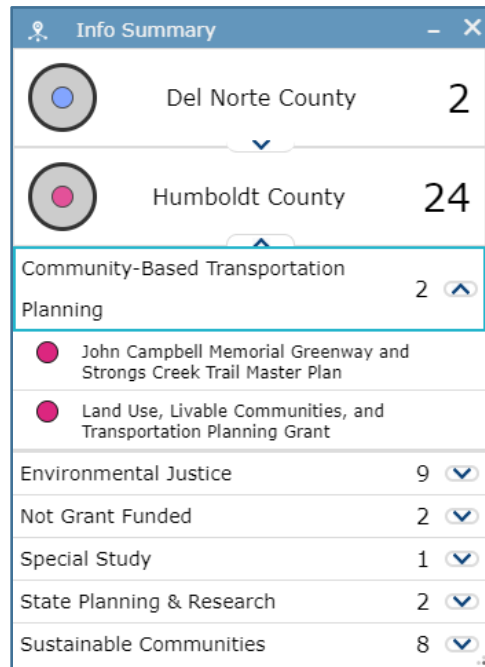


Figure 11. Specific grant type expanded in the **Info Summary** tool upon opening.

- Click on individual grant names to open the grants pop-up menu.
  - Pop-up menu provides further information and links to the grant report.

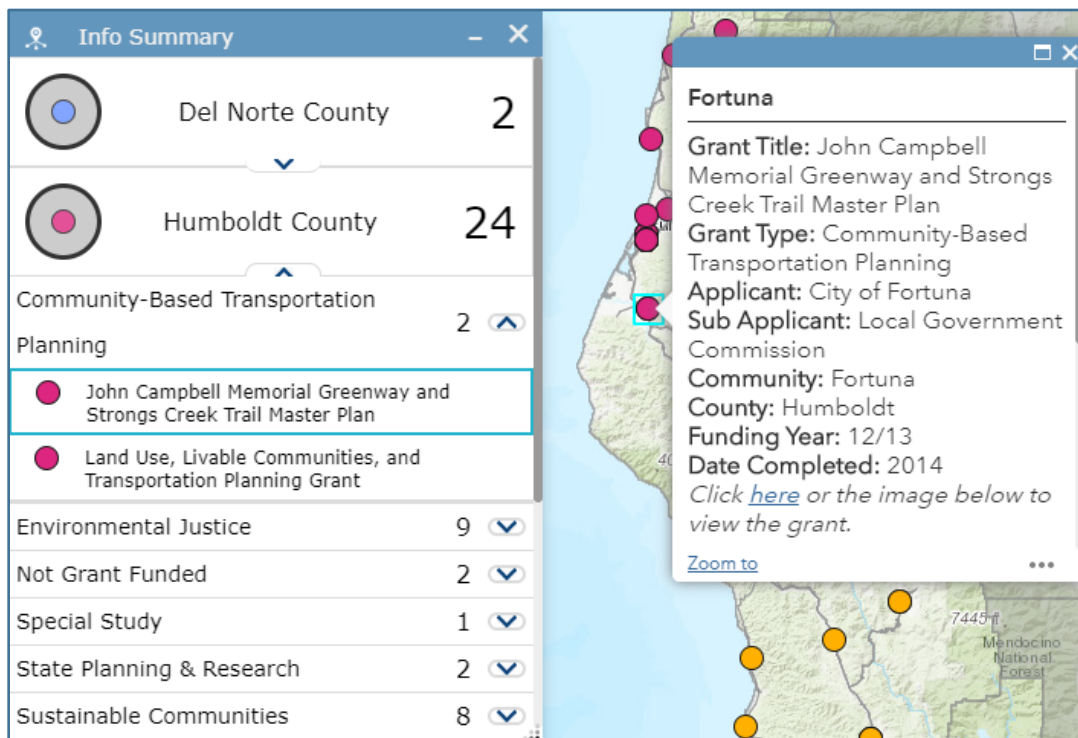


Figure 12. Specific grant selected with pop-up displayed using the **Info Summary** tool upon opening.

## Pop-ups

Pop-ups provide further information on a point or line. To view a pop-up, select a point or line on the map. Multiple points or lines may be selected at time, use the arrows at the top of the pop-up to navigate all pop-ups.

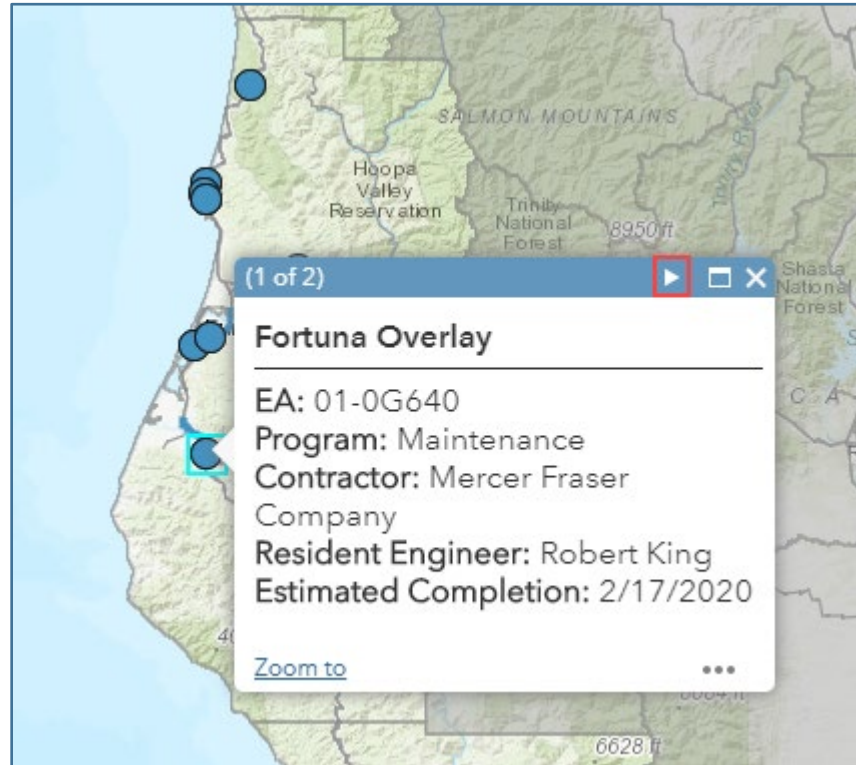


Figure 13. An example of a pop-up with the scroll arrow highlighted in a red box.

# Attribute Table Tools



## Attribute Table

Displays a tabular view of operational layers' attributes. It displays at the bottom of your web app and can be opened, resized, or closed. When more than one layer's attributes display, multiple tabs automatically generate in the attribute panel allowing you to switch among the attribute tables. You can use the widget's configuration window to specify the layer or layers to be included in the tabular view, the fields show, and whether the tabular view can be exported.

## Access the Table

Use the Attribute Table tool to view data in a tabular form. Open the tool by selecting on the Attribute Table icon in the bottom right-hand corner of the map. Use the **Filter by map extent** button to display data from feature currently visible in the map.

County	Title	Type	Applicant	Sub-Applicant	Community	Funding Year	Date Completed	Grant URL
Del Norte	Yurok Tribe Bridge to Health	Sustainable Communities	Yurok Tribe	None	Klamath	19/20	In Progress	
Del Norte	Comprehensive Transportation and Master Plan Elk Valley Rancheria, California	Environmental Justice	Elk Valley Rancheria	None	Crescent City	12/11	2014	<a href="https://planningdvalley-rancheria-ctmp-final.pdf">https://planningdvalley-rancheria-ctmp-final.pdf</a>
Del Norte	Yurok Tribe Trails and Waterways Master Plan	Environmental Justice	Yurok Tribe	None	Klamath	12/11	2014	<a href="https://planningdtribe-trails-and-waterways-master-plan.pdf">https://planningdtribe-trails-and-waterways-master-plan.pdf</a>
South Beach								<a href="https://planningdtribe-trails-and-waterways-master-plan.pdf">https://planningdtribe-trails-and-waterways-master-plan.pdf</a>

71 features 0 selected

Figure 14. An example of the **Attribute Table**.

## Table Options

The Attribute Table can be used to filter and export data.

### Filter Attribute Table

Filtering data in the Attribute Table will change the features displayed on the map and table, follow the steps below to learn how to add a filter.

1. Select the **Options** drop down menu from the attribute table.
2. Select the **Filter** button.

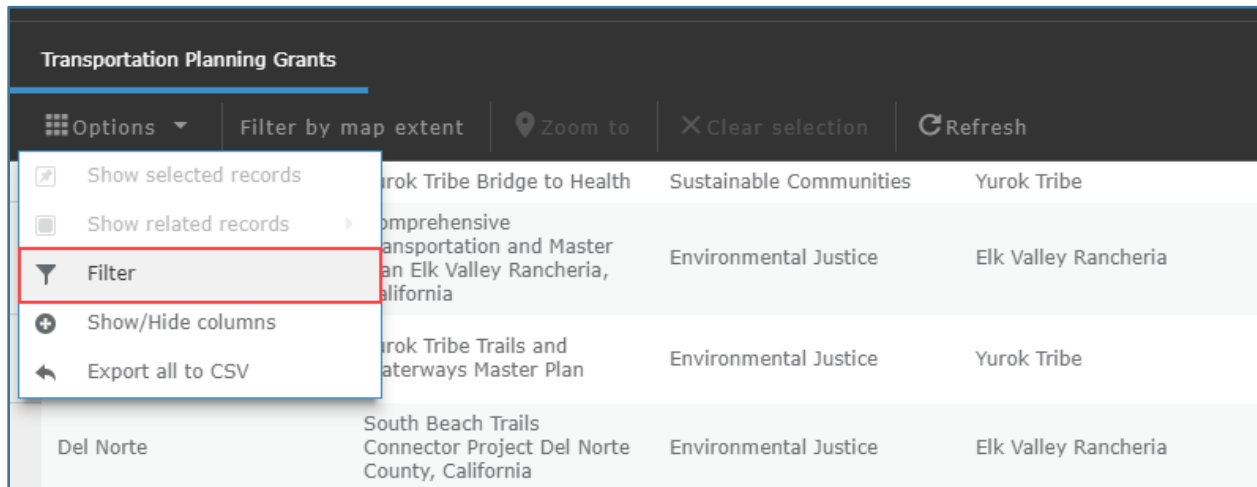


Figure 15. Drop-down menu with the filter option in the **Attribute Table**.

3. The Filter window appears. There is the option to **Add Expression** or **Add Set**. In this example we will chose to add an expression to filter for Transportation Panning Grants completed in 2017.
  - Adding an expression creates one circumstance to filter by.
  - Adding a set creates multiple circumstances to filter by.

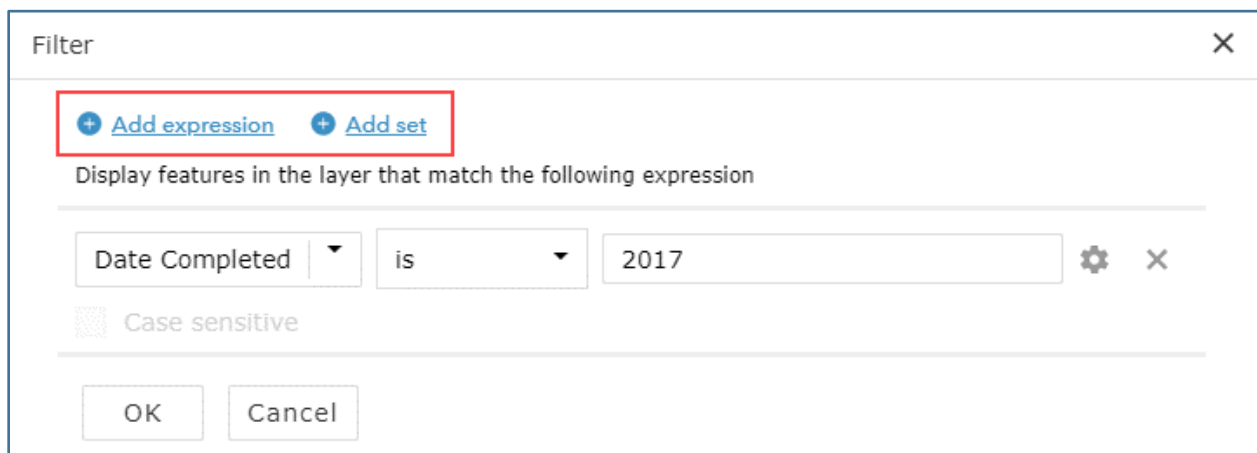


Figure 16. Filter options in the **Attribute Table**.

4. Select a field to filter by, the condition, and the value the select **OK**. The results can be seen on the map and in the table.

## Export Attribute Table

Data can be exported from the Attribute Table as a CSV. Follow the steps below to export a CSV.

1. Select the **Options** drop down menu from the attribute table.
2. Select the **Export all to CSV** button.

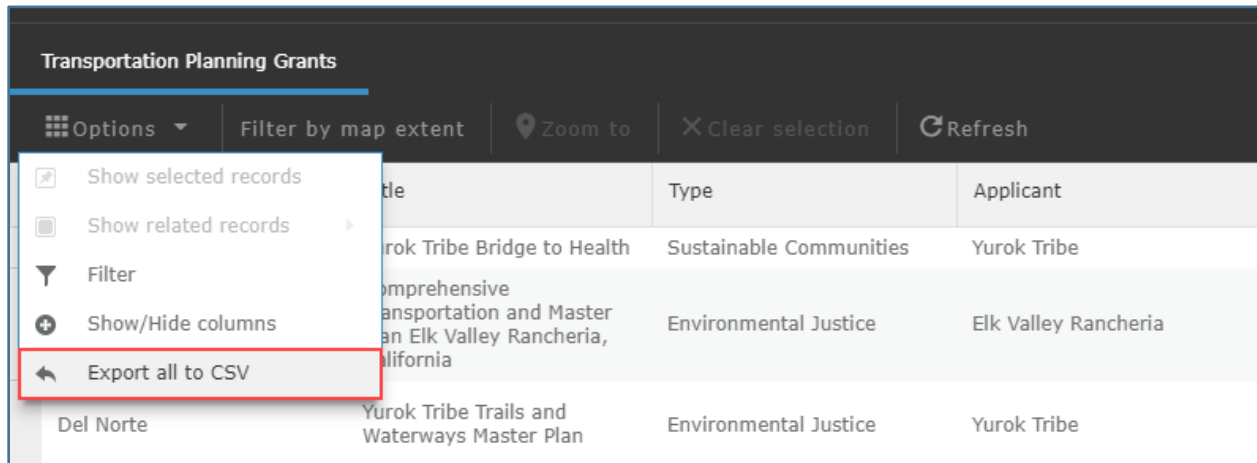


Figure 17. Drop-down menu with the **Export all to CSV** option in the **Attribute Table**.

3. Select **OK** when the Export to CSV window appears. The CSV will download, depending on your settings it may automatically open in Excel.

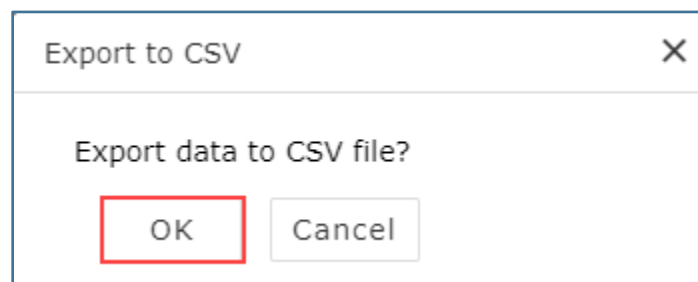


Figure 17. Dialog to download CSV.



# MENDOCINO COUNCIL OF GOVERNMENTS

Agenda #10  
Consent Calendar  
MCOG Meeting  
8/17/2020

## MINUTES

Monday, June 1, 2020

Teleconference Only

*In compliance with Governor's Executive Order N-29-20*

**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 1:36 p.m. with Directors Rex Jackman (Caltrans/PAC), Jim Brown, Larry Stranske, Tess Albin-Smith, John Haschak, Michael Carter and Dan Gjerde present by Zoom teleconference; Chair Gjerde presiding. Richey Wasserman was absent.

Staff present on the call: Nephele Barrett, Executive Director; Janet Orth, Deputy Director/CFO; Loretta Ellard, Deputy Planner; Lisa Davey-Bates, Transportation Planner; James Sookne, Program Manager; Alexis Pedrotti, Project Manager; Danielle Casey, Transportation Planner, and Monica Galliani, Administrative Assistant.

**Note:** Public comment was invited via online comment form; staff monitored for incoming comments throughout the meeting, reporting periodically.

**2. Convene as RTPA**

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

**4. Public Expression.** John Bower of Gualala expressed concern about the lack of fire protection around the cell tower in Sea Ranch.

**5 - 8. Regular Calendar.**

**5. Acceptance of Plan and Presentation: SB 743 Vehicle Miles Traveled (VMT) Regional Baseline Study – Fehr & Peers.** Ms. Ellard reported that the study is nearly complete with a draft final version out for review, then introduced the consultants. Rod Brown and Ron Milam of Fehr & Peers gave their presentation, explaining the process of the project and how the end goal is to measure and reduce environmental impact. Board questions included:

- Will the project reduce cost and time spent going through the environmental process for projects in Mendocino County? (Gjerde) – Yes.
- Will it have an effect on the California Environmental Quality Act guidelines? (Barrett) – No, it only effects standard transportation guidelines.
- Could mitigation credits be added by making new/more electric vehicle charging stations? (Albin-Smith) – No, there is no differentiation between electric and standard vehicles for VMT. However, the State has goals to promote Active Transportation (bicycle and pedestrian modes) and infill development.
- Will the VMT amount be the same on a stretch of road when it has a high level of traffic vs. when it doesn't? (Haschak) – Yes, as long as the distance is the same.

**Upon motion** by Haschak, second by Carter, and carried unanimously on roll call vote (7 Ayes – Brown, Stranske, Carter, Albin-Smith, Haschak, Jackman/PAC, and Gjerde; 0 Noes; 0 Abstaining; 1 Absent - Wasserman): IT IS ORDERED that the final VMT report is accepted as presented by Fehr & Peers.

**6. Presentation: Fire Vulnerability Assessment & Emergency Evacuation Preparedness Plan – Category Five Professional Consultants, Inc.** Ms. Ellard briefly reviewed the project status and introduced Sheri Eibschutz and Bob Neumann of Category Five Professional Consultants. Ms. Barrett added that the County may adopt parts of the plan as an annex to its Emergency Operations Plan. The consultants and several officials and project partners gave the presentation, highlighting safety measures such as proper preparation for fire and strategies for evacuation. Board discussion included:

- How will rural areas such as Brooktrails in the Willits area be prepared/protected? (Haschak) – There is still work to be done to resolve the threat to the area. All areas are threatened; Brooktrails has the most risk.
- Director Carter had viewed the first draft and was pleased with its progress. Director Haschak had contacted County Planning & Building regarding codes.
- Ms. Barrett asked the board to continue to review the draft plan and submit any comments.

The Chair invited public comment. Ms. Orth proceeded to read John Bower’s written submission asking to consider the Gualala airport as an emergency evacuation center, as well as adding more protection for the cellphone tower in Sea Ranch. Mr. Bower added verbal remarks. Chair Gjerde commented that PG&E had reported that they have been installing fire cameras; Mr. Bower suggested placing cameras higher up. Mr. Neumann stated he would discuss it further with Mr. Bower.

Keith Rutlege of Sherwood Firewise Communities submitted written comments and verbally summarized that he liked the look of the plan but was concerned about making an evacuation plan for Brooktrails and neighboring subdivisions.

Chair Gjerde thanked all involved and Caltrans for the Climate Adaptation planning grant. Staff advised that the report would be on the August agenda for acceptance and a presentation would be made to the Board of Supervisors. Comments would be accepted by MCOG through July 1. No action was taken.

**7. Technical Advisory Committee Recommendations of May 20, 2020: Adoption of Final Fiscal Year 2020/21 Planning Overall Work Program (OWP).** Ms. Pedrotti referred to her written staff report. Ms. Pedrotti explained the final program that includes 15 work elements that totals \$968,745. The Chair invited public comment; none was heard.

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

**8. Fiscal Year 2020/21 RTPA Budget.** Ms. Orth reported on the final budget proposal, the result of all recommendations by the Executive 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 \$12,856,866, and total allocations are recommended at \$10,393,983.

The Chair invited public comment. Diana Clarke, formerly of the Ukiah Senior Center, submitted written comments and summarized her concern over whether or not MTA planned to

renew their contracts with the county Senior Centers, as well as the amount of LTF funds they will receive. Ms. Orth read a written comment from Richard Baker, Executive Director of the Willits Senior Center, who was also concerned about their own MTA contract and LTF funds. Ms. Barrett explained that the funds that MTA receives from MCOG will be based on the approved MCOG budget allocations, which will not be reduced initially, while MCOG monitors incoming revenues. Changes to the budget could occur through a formal amendment later in the fiscal year. MTA will also be receiving federal relief funding through the CARES Act. The Senior Center funding is local through MTA as the primary claimant, so there would be no immediate change until an amendment were made. Board discussion followed, with direction to staff to 1) research eligibility of the senior centers for CARES funding, and 2) make stipulations for distribution of the Local Transportation Funds to senior centers contracts in the annual allocation instructions to the County Auditor.

**Upon motion** by Brown, second by Stranske, and carried unanimously on roll call vote (7 Ayes – Brown, Stranske, Carter, Albin-Smith, Haschak, 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 #M2020-04 Allocating Fiscal Year 2020/21 Funds and 2019/20 Carryover Funds for Administration, Planning, and Reserves

**Resolution No. M2020-04**  
 Allocating Fiscal Year 2020/21 Funds and 2019/20 Carryover Funds for  
 Administration, Planning and Reserves  
 (Reso. #M2020-04 is incorporated herein by reference)

Local Transportation Fund (LTF)		
Temporary Reserves	102,906	
MCOG Administration & Other Direct Costs	485,808	
2% Bicycle & Pedestrian	0	
Planning Program – new funds	159,501	
LTF carryover – Planning program	56,333	
Total LTF		804,548
Regional Surface Trans. Program – Admin.		90,000
ATP Infrastructure Grants – Admin.		2,862,000
PPM Funds - Planning		212,925
RPA Funds - Planning		329,000
Climate Adaptation Planning Grant		30,986
Highway Safety Improvement Program - Planning		180,000
<b>Total Allocations</b>		<b>4,509,459</b>

- b. Adoption of Resolution #M2020-05 Finding That There Are No Unmet Transit Needs That Are Reasonable To Meet for Fiscal Year 2020/21

**Resolution No. M2020-05**  
 Finding That There Are No Unmet Transit Needs  
 That Are Reasonable To Meet for Fiscal Year 2020/21  
 (Reso. #M2020-05 is incorporated herein by reference)

- c. Adoption of Resolution #M2020-06 Allocating Fiscal Year 2020/21 Local Transportation Funds, State Transit Assistance, and FY 2019/20 Carryover Capital Reserve Funds to Mendocino Transit Authority

**Resolution No. M2020-06**  
 Allocating Fiscal Year 2020/21 LTF, STA, and 2019/20 Carryover  
 Capital Reserve Funds to Mendocino Transit Authority  
 (Reso. #M2020-06 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	
<b>Total LTF</b>		<b>3,548,623</b>
State Transit Assistance (STA)		
MTA Operations	834,637	
MTA & Senior Center Capital	0	
Capital Reserve Fund	0	
<b>Total STA</b>		<b>834,637</b>
Capital Reserve Program		
Current Year - MTA	0	
Current Year – Senior Centers	0	
Long Term – MTA and Seniors	685,021	
<b>Total Capital Reserve</b>		<b>685,021</b>
<b>Total Transit Allocations</b>		<b>5,068,281</b>

- d. Adoption of Resolution #M2020-07 Allocating Surface Transportation Block Grant Program Funds for Fiscal Year 2020/21 MCOG Partnership Funding Program, Local Assistance, and Distribution By Formula To Member Agencies

**Resolution No. M2020-07**  
 Allocating STBGP Funds for Fiscal Year 2020/21 MCOG Partnership Funding  
 Program, Local Assistance, and Distribution by Formula To Member Agencies  
 (Reso. #M2020-07 is incorporated herein by reference)

MCOG Partnership Funding Program		100,000
Local Assistance – Project Delivery		90,000
Formula Distribution to Members		
Mendocino County DOT	130,566	
City of Ukiah	175,713	
City of Fort Bragg	117,320	
City of Willits	110,115	
City of Point Arena	72,780	
<b>Total Formula Distributions</b>		<b>606,494</b>
<b>Total RSTP Allocations</b>		<b>796,494</b>

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

**9. Approval of May 4, 2020 Minutes** – *as written*

**10. Acceptance of 2018/19 Fiscal Audit of Mendocino Transit Authority** – *MTA received a clean audit, as presented by R. J. Ricciardi, Inc., CPAs*

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

- *Sheila Keys, Redwood Coast Regional Center, for “Local social service provider for the handicapped” – reappointed through April 2023*

- *Doris Sloan, Consolidated Tribal Health, for “Local social service provider for persons of limited means” – reappointed through April 2023*

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

**Advisory Committee.** Upon motion by Carter, second by Haschak, and carried unanimously on roll call vote (6 Ayes – *Brown, Stranske, Carter, Albin-Smith, Haschak, and Gjerde*; 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.

**13. Reports - Information**

- a. Caltrans District 1 – Projects Update and Information. Director Jackman reported that he will be giving a demonstration of the Caltrans map tool soon. Ms. Barrett offered to distribute the link to board members.
- b. Mendocino Transit Authority. None.
- c. North Coast Railroad Authority. Director Haschak summarized the last meeting held on May 26 regarding the Great Redwood Trail, stating that NCRA will transfer its contract with NWP to Sonoma-Marín Area Rail Transit (SMART) as part of phasing down.
- d. MCOG Staff - Summary of Meetings. Ms. Barrett referred to her written report.
- e. MCOG Administration Staff
  - i. *Miscellaneous.* None.
  - ii. *Next Meeting Date.* Monday, August 17, 2020.
- f. MCOG Planning Staff. There were no further reports.
- g. MCOG Directors. None.
- h. California Association of Councils of Governments (CALCOG) Delegates. Director Albin-Smith made brief remarks as Delegate. Ms. Barrett noted fewer legislative bills than usual were under consideration, mostly COVID-19 related.

**14. Adjournment.** The meeting was adjourned at 4:02 p.m.

Submitted: NEPHELE BARRETT, EXECUTIVE DIRECTOR

By Monica Galliani, Administrative Assistant





# MENDOCINO COUNCIL OF GOVERNMENTS STAFF REPORT

**Agenda #12d**  
Reports  
MCOG Meeting  
8/17/2020

TITLE: Summary of Meetings

DATE PREPARED: 8/03/20

SUBMITTED BY: Monica Galliani, Administrative Assistant

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

Date	Meeting/Event	Staff
06/03/2020	Streamline Website Training	Orth
06/03/2020	Gualala Active Transportation Planning Meeting	Barrett, Casey & Ellard
06/04/2020	Covelo Trail Project Meeting	Barrett & Sookne
06/04/2020	Gualala Active Transportation Planning Meeting	Barrett, Casey & Ellard
06/08/2020	North Coast Rail Authority Meeting	Ellard
06/08/2020	Covelo Meeting with Caltrans	Barrett & Sookne
06/09/2020	Caltrans FTA Sec. 5311 Program Stakeholders Meeting – CARES Act Funds	Barrett, Davey-Bates & Orth
06/10/2020	CALCOG AB 101 Housing Meeting	Barrett, Davey-Bates & Ellard
06/10/2020	Streamline Website Training	Orth
06/10/2020	Point Arena Local Partnership Program Meeting	Barrett
06/10/2020	Willits City Council Meeting	Barrett
06/11/2020	SB 743 Vehicle Miles Traveled Grant Monthly Mtg	Barrett & Ellard
06/11/2020	Streamline Tech Support Webinar	Orth
06/15/2020	Fire Vulnerability/Emergency Evac Public Forum Planning Webinar	Barrett, Ellard, Casey
06/16/2020	Fire Vulnerability/Emergency Evac Plan Monthly Mtg	Barrett & Ellard
06/17/2020	SB 743 Vehicle Miles Traveled Office of Planning & Research Webinar	Ellard
06/17/2020	California Electric Vehicle Infrastructure Project (CALeVIP) - Sonoma Coast Incentive Project Pre-Launch Meeting	Orth
06/17/2020	Gualala Design Meeting	Barrett
06/17/2020	Sustainable Transportation Equity Project (STEP) Planning Meeting	Barrett, Ellard, Orth, Sookne
06/17/2020	PG&E Wildfire & Public Safety Power Shutoffs	Casey & Orth
06/18/2020	Gualala Active Transportation Planning Meeting	Barrett, Casey & Ellard
06/18/2020	SB 743 Screening Tool Training	Barrett, Casey & Ellard
06/18/2020	Point Arena Local Partnership Program Meeting	Barrett, Casey & Sookne
06/22/2020	MCOG Fire Vulnerability Assessment & Emergency Evacuation Preparedness Plan Public Forum	Barrett, Casey, Ellard, Galliani, Orth, Pedrotti & Sookne
06/23/2020	Caltrans District 1 Quarterly Regional Transportation Planning Agencies Meeting	Orth
06/23/2020	Board of Supervisors – JPA Amendment	Barrett
06/23/2020	FreeWire Electric Vehicle Charging Presentation	Orth
06/24/2020	Mendocino Transit Authority (MTA) Board Meeting	Ellard & Orth
06/25/2020	Gualala California Electric Vehicle Infrastructure Project (CALeVIP) Meeting	Orth
06/25/2020	SB 743 Vehicle Miles Traveled Grant Meeting	Barrett & Ellard
06/25/2020	Covelo Trail Progress Meeting	Barrett & Sookne
06/25/2020	District 1 Active Transportation Plan Technical Advisory Group	Barrett
06/26/2020	MTA & Air Quality Management Dist. STEP Meeting	Barrett, Ellard & Orth
06/29/2020	CalOES Grant Meeting	Barrett & Orth
06/30/2020	Gualala Active Transportation Plan Meeting	Barrett, Casey & Ellard
06/30/2020	STEP Applicant Webinar	Ellard & Orth
07/01/2020	STEP Grant Planning Meeting with MTA	Barrett, Ellard & Orth
07/01/2020	Gualala CALeVIP Meeting	Orth
07/01/2020	Covelo Project Meeting with Caltrans District 1 Staff	Barrett & Sookne

07/01/2020	SB 743 Caltrans Virtual Town Hall	Ellard
07/07/2020	Access Fund Training	Barrett, Casey, Ellard
07/08/2020	Covelo Meeting with Caltrans Right-Of-Way	Barrett & Sookne
07/08/2020	AB 101 Housing Meeting	Barrett & Ellard
07/08/2020	STEP Grant Assistance Meeting	Barrett & Ellard
07/09/2020	Veloz Forum - Electric Cars: Critical Role of Regional Partnerships	Orth
07/17/2020	Rural Counties Task Force (RCTF) Meeting	Barrett, Davey-Bates & Orth
07/17/2020	California Transportation Commission, Housing & Community Development Dept, and California Air Resources Board Joint Meeting	Orth
07/20/2020	Gualala Design Meeting	Barrett & Casey
07/21/2020	Meeting with MTA Chair	Barrett, Ellard & Orth
07/21/2020	Coordinated Plan Update Meeting	Barrett & Ellard
07/21/2020	Point Arena & CTC Staff Meeting - LPP	Barrett
07/22/2020	Covelo Project Meeting	Barrett & Sookne
07/22/2020	Gualala Active Transportation Plan Meeting	Barrett & Casey
07/22/2020	STEP Applicant Meeting	Ellard
07/22/2020	Laytonville Area MAC Meeting	Barrett, Ellard & Orth
07/23/2020	CTF Forum - Transportation Outlook: Moving Beyond COVID-19	Orth
07/23/2020	Round Valley Municipal Advisory Council Meeting	Barrett, Ellard & Orth
07/27/2020	STEP Technical Assistance Meeting	Barrett, Ellard & Orth
07/28/2020	Short-Line Railroad Improvement Webinar	Casey
07/28/2020	Covelo Project Meeting	Barrett & Sookne
07/29/2020	ILG Webinar – Tips for Digital Engagement	Ellard
07/29/2020	Gualala Design Meeting	Barrett
07/29/2020	Mendocino Transit Authority (MTA) Board Meeting	Barrett, Ellard, Orth
07/29/2020	Covelo ROW Meeting	Barrett & Sookne
07/30/2020	WRCOG Webinar – How COVID Is Changing the Way We Drive	Orth
07/31/2020	Regional Transportation Planning Agencies Meeting	Barrett
07/31/2020	CALCOG - CDAC Meeting	Barrett & Davey-Bates
08/03/2020	RCTF - EO N-19-19 Meeting	
08/04/2020	RCTF Transportation Action Plan Webinar	Barrett & Davey-Bates
08/04/2020	Gualala Active Transportation Plan Meeting	Barrett & Ellard
08/04/2020	RPA Handbook Update Meeting with Caltrans	Barrett, Davey-Bates, Ellard & Pedrotti
08/05/2020	Round Valley Municipal Advisory Council Meeting	Barrett & Ellard
08/06/2020	Gualala Scheduling & Funding Meeting	Barrett
08/06/2020	Gualala Municipal Advisory Council	Barrett
08/10/2020	MOVE 2030 Forum	Barrett
08/11/2020	Ukiah Senior Center Meeting	Barrett & Orth
8/12 & 13/2020	California Transportation Commission Meetings	Barrett & Davey-Bates
08/13/2020	Gualala Active Transportation Plan Meeting	Barrett, Casey, Ellard
08/14/2020	Covelo Project Development Team Meeting	Barrett & Sookne

I will provide information to the Board 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 #12eiii

Reports

MCOG Meeting

8/17/2020

**TITLE:** California Transportation Foundation Webinar – Transportation Outlook:  
Moving Beyond COVID-19

**SUBMITTED BY:** Janet Orth, Deputy Director / CFO

**DATE:** 8/10/2020

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#### BACKGROUND:

This online forum was one of numerous statewide meetings I've attended this summer concerning transformational shifts in our society brought on by the pandemic. A panel of seven preeminent speakers was moderated in a less formal setup than usual, without an official agenda, inviting candid observations and ideas that covered executive, legislative, public transit, regional planning, and construction industry viewpoints. Following are some of my take-aways:

- We need to protect SB 1, be vigilant to attempts at using the funds for other purposes, especially with legislative turnover. Other potential non-gas tax revenue sources are down. Be careful issuing bonds and taxes, as people are not making money--allow time for business to recover. Self-help sales tax counties are essential, but we need different sources. Open to any finance ideas. – *Jim Frazier, Chair, Assembly Transportation Committee, co-author Senate Bill 1, Road Repair & Accountability Act of 2017*
- Local sales taxes are down as much as 13%, the July advance optimistic. Now is not the time for ballot tax measures, polling is unfavorable. – *Scott Haggerty, Alameda County Supervisor, MTC Board Chair*
- The only new revenue solutions currently are SB 1351 (Beall) to raise bonds, and a future VMT-based road charge. – *Mitch Weiss, Executive Director, California Transportation Commission (CTC)*
- Expect a loss of \$8.1B in excise tax over next five years; so HEROES and CARES federal relief are needed. – *David Kim, Secretary, CA State Transportation Agency*
- There may not be much appetite for federal transportation funding reauthorization after all of the COVID-related relief bills. – *Mike Miller, Partner, The Ferguson Group, LLC*
- Public construction projects are moving forward. The industry has been flexible, with more partnerships. Their challenge is safety compliance during pandemic vs opportunity to extend work and finish projects faster due to less traffic. They won't relax safety standards to do that. – *Emily Cohen, United Contractors*
- "Don't waste a crisis"—get RFPs out for transit construction projects now, during a low-bid environment. Impacts on transit include losses of sales tax, fares, tolls, advertising. LA Metro is permanently strengthening cleaning protocols and air filtration, part of strategic campaign on commitment to transit safety, to restore public confidence. Mask compliance has been good, but distancing is infeasible, inherently not mass transit—need one federal standard. – *Phillip Washington, CEO, LA Metro*
- General discussion: future of workforce, telecommuting, "exodus from work centers" to jobs closer to home.
- Environmental upside to pandemic: cleaner air, less traffic congestion, wildlife mortality down significantly.
- A real-time participants poll: 63% are not planning out-of-state travel; 62% said pandemic will end in a year or more; 66% will continue working remotely at least 2 days/week; and 70% would not use transit now.

Many of these themes were repeated in other meetings I've attended (refer to Summary of Meetings). More information can be found at <https://transportationfoundation.org/>.

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**ACTION REQUIRED:** None at this time.

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**RECOMMENDATION:** None, this is for information only.





# MENDOCINO COUNCIL OF GOVERNMENTS

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

NEPHELE BARRETT, EXECUTIVE DIRECTOR

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

August 7, 2020

**To:** MCOG Board of Directors  
**From:** Janet Orth, Deputy Director / CFO  
**Subject:** Information Packet of August 17, 2020 Meeting - No Action Required

\* \* \* \* \*

The following items are attached.

1. Social Services Transportation Advisory Council (SSTAC) – Meeting minutes of May 26, 2020, with recommendation on FY 2020/21 Unmet Transit Needs, now adopted in MCOG's budget.
2. Caltrans Public Notice of Intent to Adopt a Negative Declaration – Public comment closed on July 27, 2020 for this project currently underway: Proposed Guardrail Replacement and Curve Safety Project for James Creek West, Mendocino County. This copy of the notice is provided relative to a Caltrans District 1 report at the February 3 MCOG Board meeting and public comments concerning tree cutting at this project on SR-20 west of Willits. The full Initial Study is available at: <https://dot.ca.gov/caltrans-near-me/district-3/d3-programs/d3-environmental/d3-environmental-docs/d3-mendocino-county>
3. CalSTA Draft Investment Strategies for Climate Action – Rural Counties Task Force letter dated August 7 in response to California State Transportation Agency (CalSTA) Draft Transportation Action Plan and strategies prompted by the Governor's Executive Order #N-19-19 to meet climate goals. Also attached are the Draft Investment Strategies as of July 21, 2020.



## MINUTES Social Services Transportation Advisory Council

May 26, 2020

Teleconference Only - Remote Zoom Meeting

### MEMBERS PRESENT

Richard Baker, Willits Senior Center  
Kathy Sheehy, Ukiah Senior Center  
Diana Clarke, Ukiah Senior Center – Alternate\*  
Jacob King, Mendocino Transit Authority  
Dawn White, Mendocino Transit Authority - Alt.\*

### STAFF PRESENT

Nephele Barrett  
Janet Orth  
Monica Galliani

### MEMBERS EXCUSED/ABSENT

Sheila Keys, Redwood Coast Regional Center  
Doris Sloan, Consolidated Tribal Health  
Jill Rexrode, Redwood Coast Seniors

### MEMBER VACANCIES

“Potential ‘handicapped’ transit user”  
“Potential transit user at least 60 years of age”

\* USC Alternate not voting at this meeting.  
MTA Alternate voting due to its two seats.

- 1. Call to Order & Introductions.** The meeting was called to order at 10:07 a.m. Introductions were made.
- 2. Public Expression.** None.
- 3. Minutes of December 9, 2019.** The minutes from the December meeting were included in the packet for information and reference. Due to the length of time between meetings, the minutes had been finalized. Janet thanked those who reviewed and commented on the draft minutes. No action was taken.
- 4. Review and Recommendation on MTA’s Analysis and Prioritization of 2020/21 Unmet Transit Needs.** Janet described the annual process to date, the Transit Productivity Committee (TPC) recommendation that “there are no unmet transit needs that are reasonable to meet,” and next steps, as detailed in her written staff report. MCOG’s Board of Directors will make a formal finding by resolution as part of budget adoption at its June 1 meeting. It was noted some of the same participants today had attended the April TPC meeting. Nephele added that even though none of the identified needs may be reasonable to meet, there could be other avenues to pursue meeting some of them through grants and other means.

Dawn joined the meeting during staff’s overview.

Discussion included:

- There is risk of losing service if funding is at peril for senior centers, with potential loss of door-through-door service. (Diana)
- A loss of funding does not meet the definition of an unmet need, however needs could be created by it. (Nephele)
- The federal CARES Act funding is anticipated to cover losses of local transit revenues. There were no new details available on that program. (Janet, Dawn)
- So a cautionary approach should be taken, due to COVID-19 economic impacts. (Richard)
- The federal relief funds are to come through the FTA Section 5311 program, hopefully to balance budgets in the end. Can senior centers apply directly, or just MTA? It was assumed only MTA is directly eligible. (Nephele, group)

Staff called for the question and final review of any needs on the list if desired. Nephele noted that some needs in the analysis were identified as already existing, since the original list was purposely unfiltered before MTA’s report.

Richard moved, seconded by Kathy, to take the same approach as the TPC; that is, with caution due to the financial uncertainty, so that “there are no unmet transit needs that are reasonable to meet for FY 2020/21.” **Discussion on the motion:** Would there be any opportunity to revisit needs during the year if conditions change? Nephele reported the process is annual, so it will be closed; she repeated that a need could be met if the opportunity arises. The next cycle begins again in November, so there may be a better indication of the financial situation then.

Jacob joined the meeting during discussion. The motion was repeated before taking action.

**Recommendation:**

Upon motion by Baker, seconded by Sheehy, and carried unanimously on roll call vote (*4 Ayes – Baker, Sheehy, King, White; 0 Noes; 3 Absent*), the SSTAC recommends a finding that there are no unmet transit needs that are reasonable to meet for Fiscal Year 2020/21.

**5. Discussion/ Recommendation on Any Other Transportation Issues.** Diana asked MTA members whether there had been any progress on senior center contracts for the new fiscal year. Dawn offered to consult with Executive Director Carla Meyer and would meet with her after adjournment of this meeting. It was noted that MTA had formally claimed from MCOG the same level of Local Transportation Funds for the senior centers transportation program as for FY 2019/20, and this amount was included in MCOG’s proposed FY 2020/21 budget. No new recommendations were proposed and no action taken.

**6. Miscellaneous / Members’ Concerns / Announcements.** Janet reviewed status of SSTAC membership, reporting that two members whose seats expired in April had agreed to be reappointed, for approval on MCOG’s June 1 agenda. The third expired membership was a duplicate seat. There remain two vacancies for non-agency potential transit riders. In discussion, members agreed to watch for any volunteers.

Richard reported the Willits Senior Center plans to re-open its thrift shop June 1, pending logistics to comply with the public health order.

Diana asked about progress on a new funding formula for senior centers transportation. Nephele reported that options were presented but a recommendation postponed until the TPC can meet in person; since the change would not take affect until FY 2021/22, there is some time to work on it more.

Discussion followed on the current health order in regard to meetings. Is MTA bringing back any staff onsite? Dawn reported re-entry was occurring slowly, and there were still some layoffs. Jacob reported no service changes, i.e. no new reductions in service beyond the cuts to out-of-county routes and frequency of trips. He has been present onsite at MTA throughout the pandemic emergency.

Janet thanked the members for participating throughout the year, it has been very helpful. She noted no further SSTAC meetings are on the schedule until November; however if there is a reason to meet, the SSTAC may convene earlier (there is no prescribed frequency of meetings).

**8. Adjournment.** With no further business, the meeting was adjourned at 10:41 a.m.

Submitted by Janet Orth, Deputy Director / CFO



# PUBLIC NOTICE

Information # 2  
MCOG Meeting  
8/17/2020

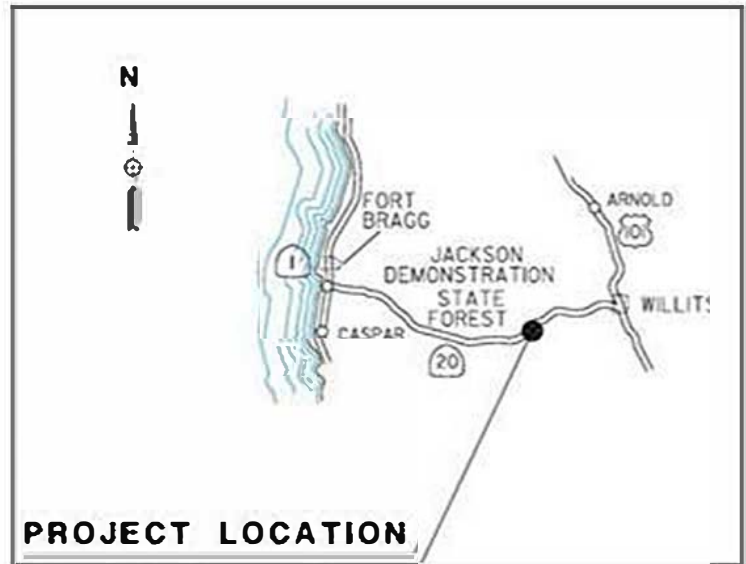
## Notice of Intent to Adopt a Negative Declaration Proposed Guardrail Replacement and Curve Safety Project for James Creek West, Mendocino County

### WHAT IS BEING PLANNED

The California Department of Transportation (Caltrans) proposes to improve a curve, replace guardrail, and widen shoulders on State Route 20 at post miles 19.1 through 19.6 between Fort Bragg and Willits in Mendocino County. The replaced guardrail and curve realignment would bring this section of highway up to current standards and the shoulders will be widened to create bicycle lanes.

### WHAT IS AVAILABLE

The environmental document for this project is called an Initial Study with Proposed Negative Declaration. The document will be available by appointment for public review and copying Monday through Friday 8:00 a.m. to 5:00 p.m. from June 24, 2020 until July 27, 2020, at the Caltrans District 1 office, 1656 Union Street, Eureka, CA 95501. Please call (707) 445-6431 to make an appointment. The document will also be available for review on Wednesdays, Fridays, and Saturdays from 12:00 to 4:00 p.m. at the Mendocino County Museum at 400 E. Commercial Street, Willits, CA 95490.



The Initial Study is available electronically by visiting the Caltrans website at: <https://dot.ca.gov/caltrans-near-me/district-3/d3-programs/d3-environmental/d3-environmental-docs/d3-mendocino-county>. The Initial Study and associated technical studies are also available upon request by contacting Cari Williams at (707) 445-6431, or at [cari.williams@dot.ca.gov](mailto:cari.williams@dot.ca.gov).

Due to restrictions on public gatherings stemming from COVID-19, a virtual public meeting will be held for this project on Tuesday, July 7, 2020 from 5:00 to 6:00 p.m. To join the virtual meeting using a telephone, dial 1-408-418-9388 and use Meeting Number 965 527 831. To find project and meeting information on a computer or smartphone, visit the Caltrans website above.

### CONTACT INFORMATION

We welcome your comments. Please submit your written comments via postal mail to:  
California Department of Transportation, North Region Environmental  
Attn: Cari Williams  
1656 Union Street, Eureka, CA 95501

Comments may also be submitted via email to: [cari.williams@dot.ca.gov](mailto:cari.williams@dot.ca.gov).

All comments must be received by July 27, 2020. For more information about this project, please contact Cathy McKeon, Project Manager, at (707) 498-7635.

### SPECIAL ACCOMMODATIONS

For individuals with sensory disabilities, this document can be made available in Braille, large print, audiocassette, or computer disc. To obtain a copy in one of these alternate formats, please contact Public Information Officer Bonnie Kuhn at (707) 441-4678, or TTY 711.





California

Rural Counties Task Force



ruralcountiestaskforce.org

**Amber Collins, Vice Chair**Calaveras Council of Governments  
209.751.2094**Woodrow Deloria, Chair**El Dorado County Transportation Commission  
(530) 642-5260**Nephele Barrett, Secretary**Mendocino Council of Governments  
(707) 463-1859

August 7, 2020

Darwin Moosavi  
Deputy Secretary, Environmental Policy and Housing Coordination  
California State Transportation Agency  
915 Capitol Mall, Suite 350B  
Sacramento, CA 95814

Subject: Comments on the Draft Executive Order N 19 19 Investment Strategies

Dear Mr. Moosavi:

The Rural Counties Task Force (RCTF) is grateful for the opportunity to have met with you on August 3, 2020 to discuss the EO N 19 19 Draft Investment Strategies CalSTA released on July 21, 2020. As planning, programming, and project delivery practitioners, RCTF members are excited to help craft the guidance and action plan so we can best assist in meeting the State's climate goals while also continuing to deliver transportation projects which meet the growing demands of our rural communities. Rural counties certainly value the health and wellness of our environment and believe our input is critical to the implementation of the Executive Order. One size rarely fits all, and this remains true in development of strategies to affect climate change. Therefore, we request to be included from this point forward in the development of the Draft Investment Strategies as well as the Action Plan and resulting implementation components.

Implementation of EO N 19 19 and the resulting Action Plan have the potential to present new challenges in planning and delivery of transportation projects across rural California. Therefore, it is critical that careful consideration be given to the practical implementation in rural areas of the state to avoid unintended consequences while still achieving the goals of the EO.

In addition to comments submitted by RCTF members on the survey you recently released, the RCTF is providing the following general comments relating to the Draft EO N 19 19 Investment Strategies:

- RCTF requests that a presentation and workshop be held at an upcoming California Transportation Commission meeting to allow all interested parties to share perspectives and conduct an open dialogue.
- RCTF requests additional time to develop the strategies and the Action Plan as many rural counties are experiencing significant changes in travel behavior and transportation needs as a result of COVID-19.
- RCTF encourages consideration of how implementation of EO N 19 19 now, at a time when already fragile rural economies are struggling, might adversely impact economic recovery.
- RCTF requests that CalSTA work with rural counties to develop an additional strategy to provide funding for rural safety improvements which currently do not meet the standard safety criteria.
- RCTF agencies want to ensure that they will be included in the ongoing process of refining the Draft Investment Strategies and the Action Plan as this effort moves forward.

RCTF members also have the following comments on the specific Draft Investment Strategies:

- **Strategy 1:** RCTF members strongly support maximizing benefits and reducing harm to disadvantaged communities. However, we have had experience with other grant programs where projects in severely low income communities do not qualify for funding because they do not meet the CalEnviroScreen definition of a disadvantaged community. It is critical that projects in low income communities have equal opportunity for funding as those in "disadvantaged communities" as defined by CalEnviroScreen. While low income communities in many rural counties have the advantage of cleaner air, they also typically

have significantly reduced access to education and employment , making the climb out of poverty even more challenging. Therefore, it is critical that CalSTA work with rural counties to establish a metric for identifying and evaluating “disadvantaged” or “low-income or impoverished”.

- *Strategy 2:* RCTF wholeheartedly agrees with the idea of prioritizing safety. However, safety projects in rural areas can differ from those in urban areas. Rural safety projects are often focused on reducing fatalities on facilities which typically have much higher fatality rates than do highways in urban areas. Rural safety projects often include corridor widening to separate traffic and provide shoulders for recovery. These projects can also add pavement to provide for emergency evacuations and emergency vehicle access, all of which can be perceived as adding capacity and promoting vehicle miles traveled. This difference between urban and rural safety improvements and the lifesaving value of rural safety projects should be considered when an action plan is developed to include safety.
- *Strategy 3:* RCTF members appreciate the consideration for physical climate risk as many rural counties face adverse climate related events such wildland fires, sea level rise, snow/landslides, flooding, washouts, and other severe weather events.
- *Strategy 4:* RCTF understands the importance of reducing VMT to improve air quality and reach the State’s climate goals. However, as suggested for Strategy 2 above, many rural projects may add pavement to provide lifesaving safety improvements that do not in fact increase VMT. Furthermore, many of the projects, some of which are traditional capital transportation projects, planned for the near term or already under construction required a decade or more to plan, design, and deliver. This is due in part to the small formula share of funding each rural agency receives. To no longer support those projects in rural areas would undermine support for the planning process and present social and political challenges for future planning and project delivery as well as the implementation of the Executive Order.
- *Strategy 5:* RCTF suggests that if statewide rail and transit will be centered around the California State Rail Plan, that consideration be given to how rural counties could benefit from such a plan. Many rural counties do not have passenger or light rail. Thus, providing “multimodal interregional options to all” may prove difficult. Consideration for traditional bus and van transit in rural areas may be more appropriate.
- *Strategy 6:* RCTF supports infill development to provide housing near jobs, where there are concentrated employment centers. However, infill is only one part of addressing a jobs-housing imbalance and reducing vehicle trips, and rural communities lack both housing and jobs. The strategy needs to support projects that will not only provide housing near employment but create new job opportunities so rural residents do not have to travel great distances to access employment.
- *Strategy 7:* RCTF members are some of the most adamant stewards of the natural environment and fully support transitioning to clean zero-emission freight system.
- *Strategy 8:* RCTF strongly supports investments in active transportation, especially along state routes, many of which serve as the “main street” or primary route through a rural community.
- *Strategy 9:* RCTF members are appreciative that this strategy acknowledges the importance of making ZEVs and ZEV infrastructure available to rural communities.
- *Strategy 10:* RCTF also appreciates the consideration of local conservation planning to protect natural and agricultural or working lands and recreational open space as many of the rural counties in the valley as well as mountain regions have vast expanses of crop and timber lands which support their local economies.

These conclude the comments from the RCTF on the Draft EO N 19 19 Investment Strategies. The RCTF looks forward to the continued partnership in implementation of the EO N 19 19 and yet to be developed action plan.

Thank you,



Woodrow Deloria, Chair  
Rural Counties Task Force

cc: Mitch Weiss, Executive Director CTC, Senator Jim Beall, Assemblymember Jim Frazier

## Draft Investment Strategies

07/21/20

1. **Reduce public health harms and maximize benefits to disproportionately impacted** disadvantaged communities, low-income communities, and communities of color, in urbanized and rural regions and involve these communities early in decision-making. Investments should also avoid placing new or exacerbating existing substantial burdens on communities, even if unintentional.
2. **Make safety improvements to reduce fatalities and severe injuries of all users towards zero** on our roadways and transit systems by focusing on context-appropriate speeds, prioritizing vulnerable user safety to support mode shift, and ultimately implementing a safe systems approach.
3. **Assess physical climate risk** as standard practice for transportation infrastructure projects to enable informed decision making, especially in communities that are most vulnerable to climate risks.
4. **Promote projects that do not increase passenger vehicle travel**, particularly in urbanized settings where other mobility options can be provided. Projects should aim to reduce vehicle miles traveled (VMT) and not induce significant VMT growth. When addressing congestion, consider alternatives to highway capacity expansion, such as providing multimodal options in the corridor, employing demand management strategies (i.e. pricing), and using technology to optimize operations.
5. **Build towards an integrated, statewide rail and transit network**, centered around the existing California State Rail Plan that leverages the California Integrated Travel Program to provide seamless, affordable, multimodal interregional travel options to all.
6. **Promote compact infill development while protecting residents and businesses from displacement** by supporting transportation projects that support housing for low income residents near job centers, provide walkable communities, and address affordability to reduce the housing-transportation cost burden and reduce auto trips.
7. **Progress towards developing a zero-emission freight transportation system** that avoids and mitigates environmental justice impacts, reduces criteria and toxic air pollutants, improves freight's economic competitiveness and efficiency, and integrates multi-modal design and planning into infrastructure development on freight corridors.
8. **Incorporate safe and accessible bicycle and pedestrian infrastructure** on portions of the State Highway System that intersect active transportation networks, provide accessibility for transit users, or serve as small town or rural main streets, particularly in low income and disadvantaged communities across the state.
9. **Include investments in light, medium, and heavy-duty zero-emission-vehicle (ZEV) infrastructure** or supportive infrastructure as part of larger transportation projects. Support the innovation in and development of the ZEV market and help ensure ZEVs are accessible to all, particularly to those in more rural or remote communities.
10. **Protect natural and working lands** from conversion to more intensified uses by supporting local and regional conservation planning that focuses development where it already exists to help retain carbon sequestration benefits.