



MENDOCINO COUNCIL OF GOVERNMENTS

525 South Main Street~Ukiah~California~95482
www.mendocinocog.org

NEPHELE BARRETT, EXECUTIVE DIRECTOR

Administration: Suite B
(707) 463-1859
Transportation Planning: Suite G
(707) 234-3434

AGENDA

Monday, March 4, 2024 at 1:30 p.m.

Primary Location:

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

Teleconference Locations:

Fort Bragg City Hall, 416 N. Franklin St., Fort Bragg
Point Arena City Hall, 451 School St., Point Arena
Caltrans District 1, 1656 Union St., Eureka

General Public Teleconference:

Zoom videoconference link is provided by request. Please submit access request to info@mendocinocog.org or call MCOG Administration at (707) 463-1859.

Audio Call-in Option: 1 (669) 900-6833 (in CA)
Meeting ID: 817 8489 9975 Passcode: 990590

Attachments Posted

[Board of Directors - Mendocino Council of Governments \(mendocinocog.org\)](https://www.mendocinocog.org)

Additional Media

For live streaming and later viewing:

[Mendocino County Video](https://www.mendocinocog.org) or find
[YouTube link at http://www.mendocinocog.org](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: Mendocino Council of Governments meets in person, in a hybrid format. Staff and a potential quorum meet in the Board of Supervisors chambers in Ukiah. Also, board members join remotely by teleconference (audio and video) from City Hall locations in Fort Bragg and Point Arena. Policy Advisory Committee member(s) will join from Caltrans District 1 office in Eureka. The general public may join from any of these posted locations or by calling in to the teleconference.

Several ways to make public comments to MCOG's Board of Directors are available:

- In advance of the meeting: comments may be sent by email to info@mendocinocog.org or by using the form at <https://www.mendocinocog.org/contact-us>, to be read aloud into the public record. Please submit by 10:00 a.m. on the meeting date to ensure comments are received timely, and include the agenda item number(s) addressed.
- During the meeting: make oral comments in person, or 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. Assembly Bill 2449 Notifications and Considerations – *to receive and address requests from Board members to participate in the meeting from a non-posted location, subject to conditions set forth in AB 2449*
3. Election of Officers – Chair and Vice Chair
4. Convene as RTPA
5. Recess as RTPA – Reconvene as Policy Advisory Committee

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.

6. Approval of December 4, 2023 Minutes
7. Appointments to Social Services Transportation Advisory Council (SSTAC)
8. Authorization to Release Fiscal Year 2024/25 Draft Transportation Planning Overall Work Program (OWP) for Review, Comment & Circulation
9. Approval of February 13, 2024 Executive Committee Minutes
10. Acceptance of MCOG 2022/23 Fiscal Audit

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

11. 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

12. **Public Hearing:** Unmet Transit Needs for Fiscal Year 2024/25 – Including Social Services Transportation Advisory Council (SSTAC) Recommendations of November 29, 2023 – *Continued from February 5, 2024*
13. Presentation: Gualala Downtown Streetscape Enhancement Project – *Caltrans District 1*
14. Report and Approval of Climate Ad Hoc Committee Recommendations of January 4, 2024: RuralREN (Regional Energy Network) Reorganization and Governance
15. Annual Committee Appointments
 - a. Executive Committee
 - b. Transit Productivity Committee
 - c. California Association of Councils of Governments (CALCOG)
 - d. Ad Hoc Committees – Covelo SR 162 Corridor Multi-Purpose Trail Project and Regional Energy Network / Climate
16. Executive Committee Recommendation of February 13, 2024: Approval of Fourth Amendment to Fiscal Year 2023/24 RTPA Budget: Adoption of Resolution No. M2024-01 Revising Allocation of Fiscal Year 2023/24 Funds and 2022/23 Carryover Funds for Administration, Bicycle & Pedestrian Facilities, Planning and Reserves, Superseding Resolution #M2023-02 – *to adjust for FY 2023-24 shortfall*

RATIFY ACTION

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

REPORTS**18. Reports – Information – *No Action***

- a. Caltrans District 1 – Projects Update and Information
- b. Mendocino Transit Authority
- c. Great Redwood Trail Agency
- d. MCOG Staff - Summary of Meetings
- e. MCOG Administration Staff – *verbal reports*
 - i. Draft FY 2024/25 Regional Transportation Planning Agency (RTPA) Budget – *No Action*
 - ii. California Transportation Commission (CTC) Town Hall Meeting Hosted by MCOG in Fort Bragg, April 17-18, 2024
 - iii. Reminder – Form 700 Statements of Economic Interest
 - iv. Miscellaneous
 - v. Next Regular Meeting Date – Monday, May 6, 2024
- f. MCOG Planning Staff – *verbal reports*
 - i. Grant Information Updates
 - ii. Work Element 3 - Feasibility Study - Mendocino Transit Authority's Ukiah Transit Center
 - iii. Work Element 9 - Noyo Harbor Multimodal Circulation Plan
 - iv. Work Element 10 - Update/Expand Local Road Safety/Action Plans
 - v. Miscellaneous
- g. MCOG Directors
- h. California Association of Councils of Governments (CALCOG) Delegates

ADJOURNMENT**19. 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, asientos accesibles, o documentación en formatos alternativos de acuerdo con la Ley de Estadounidenses con Discapacidades, o personas que requieren servicios de interpretación (sin cargo) deben comunicarse con MCOG (707) 463-1859, por lo 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 agendized, MCOG may adjourn to a closed session to consider litigation or personnel matters (i.e. contractor agreements). Discussion of litigation or pending litigation may be held in closed session by authority of Govt. Code Section 54956.9; discussion of personnel matters by authority of Govt. Code Section 54957.

POSTED 2/27/2024

Next Resolution Number: M2024-01



50 Years

1972 - 2022

MENDOCINO COUNCIL OF GOVERNMENTS



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 3
MCOG Meeting
3/4/2024

STAFF REPORT

TITLE: Annual Election of Officers

SUBMITTED BY: Janet Orth, Deputy Director & CFO

DATE: 1/25/2024

BACKGROUND:

According to MCOG's bylaws, a Chair and a Vice Chair are elected annually by the Board of Directors, typically on the first Monday in February, as the first meeting of the calendar year. The appropriate sections of the bylaws are attached for your reference.

Officers serving in 2023 have been Dan Gjerde, Chair and John Haschak, Vice Chair.

(This item is placed early on the agenda, since officers are elected to serve the Council regardless of which body is convened -- RTPA, SAFE, or simply as the COG for other business such as housing or economic development. Committee appointments are placed later on the agenda, as their business is mostly related to the Regional Transportation Planning Agency and should be made after convening the Policy Advisory Committee.)

ACTION REQUIRED:

Follow past years' method or vote to use another method.

Procedure followed since 2012, consistent with Robert's Rules of Order¹:

1. Hear any and all nominations for the office of Chair. A second is not required to nominate.
 2. Discuss and answer questions. Nominees may state their qualifications for the office.
 3. Close nominations.
 4. Move, second and vote on each nominee until a motion carries.
 5. Repeat for the office of Vice Chair.
-

ALTERNATIVES:

According to Robert's Rules, *"If no method of nominating has been specified in the bylaws and if the assembly has adopted no rule on the subject, any member can make a motion prescribing the method."* The bylaws do not specify, and to our knowledge MCOG has never adopted, a rule of procedure.

The Council may adopt a rule, by motion and vote. Staff would advise that such a rule be written and ratified at a future meeting.

No alternative to the annual election is identified. According to the bylaws, *"The term of the Chair shall be for one (1) year, commencing on the first Monday in February when elected and ending on the following first Monday in February or at the next officers election."*

RECOMMENDATION:

Allow staff to receive nominations and conduct votes, first for Chair and then for Vice Chair. After that, the new or re-elected Chair or Vice Chair presides over the meeting.

Enc: Bylaws excerpt

¹ "A nomination is, in effect, a proposal to fill the blank in an assumed motion 'that _____ be elected' to the specified position. In choosing someone to fill an office or other elected position in a society or assembly, a more effective freedom of choice is maintained through the practice of nominating persons for the office, rather than moving that a given person be elected as in the older British procedure." - Robert's Rules of Order, 2000 edition

Excerpt of MCOG Bylaws Amended June 6, 2022

ARTICLE III - OFFICERS/STAFF/COMMITTEES

Section 1.1 Chair: The Chair of the Council shall be selected by a majority of its voting members. The term of the Chair shall be for one (1) year, commencing on the first Monday in February when elected and ending on the following first Monday in February or at the next officers election.

Section 1.2 Powers of Chair: The Chair, when present, shall preside at all meetings of the Council. The Chair shall preserve order and decorum and shall decide all questions of order subject to the action of a majority of the Council. The Chair shall be permitted to participate in debate without surrender of the chair. The Chair shall be permitted to vote, move, and second a motion. If the Chair is absent, then the Vice Chair shall preside. If both the Chair and Vice Chair are absent, a chair *pro tem* may be appointed for the purposes of the meeting.

Section 2. Vice Chair: The Vice Chair of the Council shall be selected by a majority of its voting members. The term of the Vice Chair shall be for one (1) year, commencing on the first Monday in February when elected and ending on the following first Monday in February or at the next officers election. The Vice Chair shall have all of the powers and act in the place of the Chair in his/her absence.

DAN GJERDE
Supervisor
Fourth District



PHONE: (707) 234-6046

EMAIL:
GJERDE@MENDOCINOCOUNTY.
ORG

COUNTY OF MENDOCINO
BOARD OF SUPERVISORS
501 Low Gap Road • Room 1010
Ukiah, California 95482

Re: **Request to serve as MCOG Chair**

February 5, 2024

It would be my honor to serve one last time as chair of MCOG, here in 2024.

Ever since I was first elected to the Fort Bragg City Council 25 years ago, my first choice for committee assignments has always been to serve on the board of our regional transportation planning agency. Since 1999, I have served as an alternate, then as voting board member, and then as chair of MCOG. During that time, I have worked to highlight opportunities to fund all types of transportation infrastructure in every community in our County.

We have had considerable success. Every community in our County has secured millions of dollars for the full spectrum of complete streets – millions for streets, sidewalks, trails, and bicycle facilities. The work of MCOG staff, this board and our partners at Caltrans has created unprecedented opportunities in our communities.

In addition to dedicating time as chair in 2024, I would again volunteer to serve on behalf of the board on the transit productivity committee, unless another board member would like to serve on that committee.

I regret a once-in-a-lifetime scheduling conflict triggered my absence from today's meeting, as my attendance record is nearly perfect.

My interest in helping our communities has never been greater, and I would very much appreciate your support to serve a final year as MCOG chair, during my final year on the MCOG board and my final year as an elected official.

Thank you.

A handwritten signature in blue ink, appearing to read "Dan Gjerde", is written over the "Thank you." text.

Dan Gjerde, 4th District Supervisor
Mendocino County Board of Supervisors

February 26, 2024

To: MCOG Board of Directors
From: Janet Orth, Deputy Director & CFO
Subject: Consent Calendar of March 4, 2024

The following agenda items are recommended for approval/action.

6. Approval of December 4, 2023 Minutes – *attached*
7. Appointments to Social Services Transportation Advisory Council (SSTAC) –
The SSTAC made nominations to reappoint two members to expiring three-year terms.
– *Staff report and roster attached*
8. Authorization to Release Fiscal Year 2024/25 Draft Transportation Planning Overall Work Program (OWP) for Review, Comment & Circulation – Last year Caltrans began requiring this step in the annual OWP process. The Technical Advisory Committee reviewed staff's draft OWP at their February meeting. The Draft OWP is due to Caltrans by March 1. Staff requests this routine authorization retroactively. Following Caltrans' review, the Council will have a chance to review and comment on the OWP in the coming months before final adoption.
– *Staff report attached*
9. Approval of February 13, 2024 Executive Committee Minutes – *attached*
10. Acceptance of MCOG 2022/23 Fiscal Audit – MCOG received a clean audit as usual.
– *Staff report and audit reports attached*

MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 6
Consent Calendar
MCOG Meeting
3/4/2024

MINUTES

Monday, December 4, 2023

Primary Location:

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

Teleconference Locations:

Fort Bragg City Hall, 416 N. Franklin St., Fort Bragg
Point Arena City Hall, 451 School St., Point Arena
Caltrans District 1, 1656 Union St., Eureka

General Public Teleconference by Zoom

ADDITIONAL MEDIA:

[Mendocino County Video](#) or find
[YouTube link at http://www.mendocinocog.org](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)

1. Call to Order and Roll Call. The meeting was called to order at 1:30 p.m. with Directors present: John Haschak, Mike Carter, Josefina Duenas in Ukiah; Bernie Norvell and Dan Gjerde in Fort Bragg; Jeff Hansen in Point Arena; and Tatiana Ahlstrand (Caltrans/PAC) in Eureka. Greta Kanne was excused. Chair Gjerde presiding.

Staff present in Ukiah: Nephele Barrett, Executive Director; Janet Orth, Deputy Director & CFO; James Sookne, Program Manager; Loretta Ellard, Deputy Planner; Jody Lowblad, Administrative Assistant.

Staff present by Zoom: Michael Villa, Project Coordinator.

2. Assembly Bill 2449 Notifications and Considerations. This item is to receive and address requests from Board members to participate in the meeting from a non-posted location, subject to conditions set forth in AB 2449. There were no such requests.

3. Convene as Convene as RTPA

4. Recess as RTPA – Reconvene as Policy Advisory Committee

5. Consent Calendar. Upon motion by Norvell, second by Haschak, and carried unanimously on roll call vote (7 Ayes – Haschak, Carter, Duenas, Norvell, Hansen, Ahlstrand/PAC and Gjerde; 0 Noes; 0 Abstaining; 1 Absent – Kanne): IT IS ORDERED that consent items are approved.

5. Approval of November 6, 2023 Minutes – as written

6. Public Expression. Mr. Dave Shpak of Gualala thanked MCOG for its generosity in allowing participation, noting the past couple of years of activity have been interesting. He expressed admiration for the skills and dedication of all involved, and wished happy holidays to everyone.

7. Public Hearing at 1:30 p.m. or as soon thereafter as possible: Technical Advisory Committee (TAC) Recommendation of November 15, 2023 – Approval of Resolution Adopting the 2024 Regional Transportation Improvement Program (RTIP). Program Manager Sookne

reported legal notice in Ukiah’s newspaper of general circulation; proof of publication was included in the agenda packet materials. With no objections, a finding of proper notice was made by consensus.

He then reported this is the final action of the two-year cycle and summarized his written staff report, noting both maximum and target amounts available. A call for projects was issued, and the TAC reviewed and recommended a scored, prioritized list. The Council then voted on direction to staff at the November 6 board meeting for developing the final RTIP now presented for adoption. Mr. Sookne also clarified several details concerning specific projects and funding sources.

The Chair opened the public hearing at 1:38 p.m. Dave Shpak expressed appreciation for the board and committee members’ work, recognizing limited funds available. Fellow members of the Gualala Municipal Advisory Council and the community join him in thanks to MCOG and Caltrans for advancing the streetscape project, understanding that the cost dips into future STIP allocations to accomplish this long-term effort. Thanks also for supporting much needed Mountain View Road rehabilitation, an important connector to the South Coast.

The hearing was closed at 1:40 p.m.

Upon motion by Carter, second by Duenas, and carried unanimously on roll call vote (7 Ayes – Haschak, Carter, Duenas, Norvell, Hansen, Ahlstrand/PAC and Gjerde; 0 Noes; 0 Abstaining; 1 Absent – Kanne): IT IS ORDERED that the following resolution is adopted, to program \$17,507,000 for transportation projects in the Mendocino County region over the next five years, and staff is authorized to submit the adopted RTIP to Caltrans and the California Transportation Commission.

Resolution No. M2023-12

Adopting the 2024 Regional Transportation Improvement Program
(Reso. #M2023-12 is incorporated herein by reference)

Project Name and Location	Amount	Total
Planning, Programming & Monitoring	\$ 407,000	
North State Street Intersection & Interchange Improvement, Ph. 1 - CON	13,900,000	
Gualala Downtown Enhancement Streetscape Project - CON	1,200,000	
2024 Road Rehabilitation on Mountain View Road - CON	2,000,000	
Total New Programming		\$ 17,507,000
North State Street Bridge Replacement over Ackerman Creek	\$ 602,300	
Unprogrammed Funding Commitment		\$ 602,300

8. Approval of Resolution Adopting the SB 125 Formula-Based Transit & Intercity Rail Capital Program (TIRCP) and Zero Emission Transit Capital Program (ZETCP) Allocation Plan for Fiscal Year 2023/24. Ms. Barrett summarized her written staff report, noting three project activities requested by Mendocino Transit Authority, as discussed and directed by the Council for allocation in the plan. She noted changes since the first draft presented in November. The Laytonville and Covelo service remained flexible to resolve logistics of the project. Staff consulted with CalSTA, whose advice for best eligibility was to combine the three activities into one project. This also has the advantage of being able to make future budget adjustments among these elements, allowing MCOG greater flexibility. A draft resolution was provided in the agenda packet to adopt the allocation plan. The narrative portions of the plan were presented, and staff will work to complete the allocation package with all required forms and data by the December due date. There was no further discussion.

The Chair invited public comment, with none heard for this item.

Upon motion by Norvell, second by Carter, and carried unanimously on roll call vote (7 Ayes – Haschak, Carter, Duenas, Norvell, Hansen, Ahlstrand/PAC and Gjerde; 0 Noes; 0 Abstaining; 1 Absent – Kanne): IT IS ORDERED that the following resolution is adopted, and staff is authorized to submit the allocation package, along with relevant forms and data, to the California State Transportation Agency (CalSTA) by December 31, 2023.

Resolution No. M2023-13

Adopting the SB 125 Formula-Based
 Transit & Intercity Rail Capital Program (TIRCP) and
 Zero Emission Transit Capital Program (ZETCP) Allocation Plan
 for Fiscal Year 2023/24
 (Reso. #M2023-13 is incorporated herein by reference)

Project Elements	TIRCP	ZETCP
Administration – MCOG	\$110,636	
Ukiah Transit Center Development	\$2,000,000	
Zero Emission Vehicles	\$2,237,593	\$505,296
Laytonville & Covelo Service	\$500,000	

9. Discussion/Direction and Possible Adoption of 2024 MCOG Board Calendar. Ms. Orth reviewed staff’s proposed schedule, noting highlights and options available. The California Transportation Commission’s visit in April for a Town Hall community meeting is suggested to replace the regular April meeting. Typically just one meeting is needed during March and April, so there may be little if any business to conduct. The August meeting differs from the first Monday custom, scheduled for second Monday to even the span from June to October. A transportation tour is tentatively proposed for October; staff noted the Covelo Trail project may be completed by then and a good location to visit.

In brief discussion, Director Haschak noted the Board of Supervisors’ calendar is pending, which may affect August dates. Chair Gjerde noted since the calendar may be amended during the year, it would be acceptable to adopt the calendar as proposed.

Upon motion by Haschak, second by Carter, and carried on unanimously on roll call vote (7 Ayes – Haschak, Carter, Duenas, Norvell, Hansen, Ahlstrand/PAC and Gjerde; 0 Noes; 0 Abstaining; 1 Absent – Kanne): IT IS ORDERED that staff’s recommended 2024 MCOG Board Calendar is adopted, subject to later amendment as needed.

10. Recess as Policy Advisory Committee – Reconvene as RTPA – Ratify Action of Policy Advisory Committee. **Upon motion** by Norvell, second by Haschak, and carried unanimously on roll call vote (6 Ayes – Haschak, Carter, Duenas, Norvell, Hansen and Gjerde; 0 Noes; 0 Abstaining; 1 Absent – Kanne): IT IS ORDERED that the actions taken by the Policy Advisory Committee are ratified by the MCOG Board of Directors.

11. Reports - Information

- a. Caltrans District 1 – Projects Update and Information. Director Ahlstrand announced a public open house for the SR-222 Talmage Road Corridor Plan on December 7 at Mendocino County Office of Education. There will be a ribbon cutting ceremony for downtown Covelo’s downtown project on December 15. The Caspar large-item Dump Day is on Saturday, December 16. Laytonville Dump Day vouchers will be handed out on December 15 at

Harwood Hall. She then answered questions about projects in the Milestones report provided in the agenda packet.

- b. Mendocino Transit Authority. Jacob King, MTA General Manager, reported the MTA Board will meet and receive a presentation of the Ukiah Transit Center draft feasibility study on Wednesday, December 6. Also they are developing the Short Range Transportation Development Plan (SRTDP); the consultant will hold a community workshop January 9 in Fort Bragg, and a virtual workshop on January 11. Updates will be posted and comments accepted on the project website: <https://www.2023mendocinotransitplan.com/contact>.
- c. Great Redwood Trail Agency. Director Haschak reported on the November 9 meeting, when the Board contracted with Elaine Hogan as the new Executive Director. The December 21 meeting is scheduled for Ukiah, here in the Supervisors chambers.
- d. MCOG Staff - Summary of Meetings. Ms. Barrett referred to the written report.
- e. MCOG Administration Staff
 - i. *Social Services Transportation Advisory Council's Unmet Transit Needs Workshop of November 29, 2023 – Findings to MCOG Public Hearing on February 5, 2024*. Ms. Orth reported a list of seven needs and two non-service needs will be brought forward as testimony in the hearing. Staff is optimistic that some of the needs may be considered feasible and reasonable to meet for funding in the coming fiscal year. She outlined the annual process through MCOG's committees and budget adoption in June. Also, there are currently four vacancies on the SSTAC, so suggestions for nominations are invited and participation encouraged.
 - ii. *Miscellaneous*. Ms. Barrett reported that an anticipated Caltrans presentation on the Gualala Downtown Streetscape project will likely come to MCOG on the February agenda.
 - iii. *Next Meeting Date*. Monday, February 5, 2024.
- f. MCOG Planning Staff
 - i. *Feasibility Study - Mendocino Transit Authority's Ukiah Transit Center*. Deputy Planner Ellard added to MTA's status report. The updated draft plan was received from the consultant and will be posted to MCOG's website. Also a request was received from City of Ukiah to look into one additional site, so staff is working with the consultant to see how that may be accommodated. The project is moving forward.
 - ii. *Miscellaneous*. None.
- g. MCOG Directors. Director Haschak planned to attend the ribbon cutting ceremony for Covelo downtown project December 15, with a meet-and-greet event at the Veteran's Hall.
- h. California Association of Councils of Governments (CALCOG) Delegates. Director Haschak reported a board retreat in Riverside December 8; he will attend most of the meeting remotely by teleconference.

12. Adjournment. The meeting was adjourned at 2:10 p.m.

Submitted: NEPHELE BARRETT, EXECUTIVE DIRECTOR

By Janet Orth, Deputy Director & CFO



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

Agenda # 7
Consent Calendar
MCOG Meeting
3/4/2024

TITLE: Appointments to Social Services Transportation Advisory Council (SSTAC)

SUBMITTED BY: Janet Orth, Deputy Director & CFO

DATE PREPARED: 1/25/2024

BACKGROUND:

The Transportation Development Act (TDA) mandates that Regional Transportation Planning Agencies maintain a Social Services Transportation Advisory Council (SSTAC). The council typically meets twice a year.

SSTAC appointments were last made at the February 2023 MCOG meeting. Membership was reviewed at the SSTAC's November 29, 2023 meeting and nominations made.

Terms will expire in April 2024 for three seats. Two members have agreed to continue serving. A third seat is vacant. The members currently nominated for reappointment are:

- “Local social service provider for seniors”
Reappoint through April 2027
Richard Baker, Willits Seniors, Inc.

- “Local social service provider for seniors that provides transportation”
Reappoint through April 2027
Jill Rexrode, Redwood Coast Seniors

The current membership roster is attached for your reference, with the above changes indicated. Four of nine seats remain vacant, with no one yet identified to fill those vacancies. Positions are for three-year, staggered terms. If volunteers become available for the vacant seats, additional appointments can be made by the MCOG Board of Directors.

ACTION REQUIRED: Reappoint two members to fill expiring seats.

ALTERNATIVES:

- The Board may nominate additional names for consideration.
- The Board may appoint more members than the nine prescribed by law.
- It is suggested that appointment of one or more alternates for each seat can increase participation.

RECOMMENDATION:

Reappoint Richard Baker and Jill Rexrode to fill expiring terms on the Social Services Transportation Advisory Council. This item may be pulled from Consent for any further appointments by the Board.



Social Services Transportation Advisory Council (SSTAC)

Membership Roster

Approved February 6, 2023

Nominations for February 5, 2024

Position	Name	Alternate	Agency	Term Expires
Local social service provider for seniors	Richard Baker - <i>reappoint</i>		Willits Seniors, Inc.	April 2024
Local social service provider for seniors that provides transportation	Jill Rexrode - <i>reappoint</i>	Laurie Hill	Redwood Coast Seniors	April 2024
Potential transit user at least 60 years of age	<i>Vacant</i>			April 2024
Potential “handicapped” transit user	<i>Vacant</i>			April 2025
Local social service provider for the handicapped that provides transportation	<i>Vacant</i>	Kathy Sheehy	Ukiah Senior Center	April 2025
Representative of local Consolidated Transportation Services Agency	Jacob King		Mendocino Transit Authority	April 2025
Representative of Local Consolidated Transportation Services Agency	Dawn White	Luis Martinez	Mendocino Transit Authority	April 2026
Local social service provider for persons of limited means	Christine Sookne		Redwood Coast Regional Center	April 2026
Local social service provider for the handicapped	<i>Vacant</i>			April 2026



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 8
Consent Calendar
MCOG Meeting
3/4/2024

STAFF REPORT

TITLE: FY 2024/25 Draft Transportation Planning Overall Work Program Authorization to Release for Review, Comment, and Circulation **DATE PREPARED:** 2/26/24

SUBMITTED BY: Alexis Pedrotti, Project Manager

MEETING DATE: 3/4/24

BACKGROUND:

As the Regional Transportation Planning Agency, one of MCOG's regional responsibilities is the management of the Overall Work Program, a requirement of Caltrans, Office of Regional Planning. The OWP development process began in October with the planning project solicitation. In response to our annual call for transportation planning projects, two applications were received from local agencies for funding in MCOG's FY 2024/25 Overall Work Program (OWP).

The Draft FY 2024/25 Transportation Planning Overall Work Program (OWP) has been reviewed and recommended by the Technical Advisory Committee at their regularly scheduled February Meeting. The Draft OWP includes routine MCOG planning staff work elements, one local agency project, a local match reserve for grant awards, as well as a few potential carryover projects.

The one new project application for OWP funding in the Draft Overall Work Program is:

- *County DOT Combined Special Studies*

As previously mentioned, the one-year professional services contract extension with Davey-Bates Consulting (DBC) for MCOG planning staff services expires September 30, 2024. The procurement process for Administration and Planning Services for MCOG has begun and is expected to be finalized by June. For draft budget purposes, the funding need has been estimated for MCOG planning staff and uses the past approved FY 2023/24 DBC budget, plus an estimated 4% increase. The exact amount will not be known until a new (or renewed) contract is awarded by MCOG. This amount will likely change once the procurement process is complete.

Additionally, a few projects have been identified and are expected to be carried over into the upcoming FY 2024/25 Overall Work Program. These projects include the Noyo Harbor Multimodal Circulation Plan, the Update/Expand Local Road Safety/Action Plans, and the Point Arena Downtown Parking Master Plan. Currently, there is only a placeholder for these projects, staff will have more accurate carryover amounts available for the Final.

After careful consideration, the proposed draft Overall Work Program for FY 2024/25 included cuts that were discussed and proposed at the last TAC Meeting. The City of Fort Bragg offered to remove their current planning project request to fund their Streetscape Study, with the understanding MCOG Staff will assist in applying for grant funding to support this project. Additionally, the County DOT offered a ten percent cut to their project request to help the shortfall of funding.

The Draft OWP document is due to Caltrans by March 1st for review and comment. A requirement and minor formality of the submittal process for the RTPA is to obtain prior authorization from the Governing Board to release the draft for review and comment and allow circulation of the document to Caltrans. Therefore, we are seeking authorization from the Board to release the draft as recommended by the TAC at their next meeting. This is not approval of the OWP itself, just authorization to submit a draft for comment. Caltrans will review the Draft and provide comments in the spring, and any needed adjustments will be made. The Final Overall Work Program will then be presented for TAC review and recommendation in April, and for MCOG approval in May during the annual budget process.

ACTION REQUIRED: Give authority to MCOG Staff to release the FY 2024/25 Draft Overall Work Program (OWP) for review, comment, and circulation, following a recommendation at the February TAC meeting.

ALTERNATIVES: Don't authorize MCOG Staff to release the Draft Overall Work Program for review, comment, and circulation and provide alternative suggestions.

RECOMMENDATION: Give authority to staff to release the FY 2024/25 Draft Overall Work Program (OWP) for review, comment, and circulation, following a recommendation at the February TAC meeting.

MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 9
Consent Calendar
MCOG Meeting
3/4/2024

Executive Committee

MINUTES

February 13, 2024

Primary Location

MCOG / Dow & Associates Offices
525 S. Main St., Suite G, Ukiah

Teleconference Locations

County Administration Center, Conference Room A, 501 Low Gap Rd., Ukiah
City Hall Conference Room, 416 N. Franklin St., Fort Bragg

General Public Teleconference by Zoom

PRESENT: Committee Members: Chair Dan Gjerde, Vice Chair John Haschak, Director Bernie Norvell
MCOG Staff: Nephele Barrett, Lisa Davey-Bates, Janet Orth
Consultants: Maura Twomey and Diane Eidam, Regional Analysis & Planning Services (RAPS)
MTA Staff: Jacob King and Mark Harvey
ABSENT: None

1. Call to Order / Roll Call. The meeting was called to order at 11:10 a.m. with all present, Chair Gjerde presiding. Committee members Dan and Bernie joined from Fort Bragg, while John joined in person at the primary location with staff and consultants. (No one attended from the County Administration Center location.) MTA staff joined via Zoom. Nephele introduced Maura and Diane of RAPS, a non-profit division of the Association of Monterey Bay Area Governments (AMBAG).

2. Public Expression. None.

3. CLOSED SESSION pursuant to Government Code § 54957 – Review and Recommendation of Procurement Process for Public Employee Appointment – Administrative & Fiscal Services and Planning Services. At 11:13 a.m., board members and consultants went into Closed Session. Staff members left the room; MTA staff returned to the Zoom waiting room; the teleconference recording was paused. At approximately 11:45 a.m., staff members were called back in and recording was resumed.
Report of Closed Session per GC 54957.1. Direction was given to RAPS for the procurement process.

4. Report and Discussion – RuralREN (Regional Energy Network) Reorganization and Governance. Nephele summarized background and status of the program, as described in detail in her written staff report. The RuralREN partnership includes eight public agencies and nonprofit organizations in California. MCOG and Lake Area Planning Council have an MOU with Redwood Coast Energy Authority (RCEA), with intent to join as full members. Recently, a dispute arose among the partner groups when the Leadership Team, comprising representatives of each member entity, made a controversial vote to remove RCEA as Portfolio Administrator and replace with San Luis Obispo County as PA. After several attempts to negotiate, three Petitions for Modification (PFMs) of the Public Utilities Commission’s decision last June to approve the RuralREN Energy Efficiency Business Plan and Portfolio have been filed in the public record by RCEA, the southern-most partners, and the CA Public Advocate’s office. Each has a 30-day comment period. RCEA proposes to reduce the membership to just the North Coast and northern Sierra participants. The Advocate calls for a complete restart given the conflicts. There are several possible outcomes. Sierra Business Council has remained neutral. In January, MCOG’s Climate Ad Hoc recommended a neutral position also, to be communicated informally with the partners and not by filing a motion for party status to comment. Discussion and Q&A included:

- Asked Bernie if he agreed with the Ad Hoc’s approach. Yes, so there is consensus. (Dan, Bernie)
- Heard that more petitions may be filed. Will meet today with southern partners for an update from their perspective. (Lisa, Nephele)

- Any possibility of a resubmittal for a North Coast REN? CPUC could vote several ways: keep existing RuralREN whole; reduce to a northern REN as requested by RCEA; or dissolve and start over with a new business plan per the Public Advocate’s position. MCOG and APC could become full partners earlier than originally thought given a reorganization, and the southern partners could potentially be absorbed by other RENs. (Dan, Nephele, Lisa)
- Would any partners join BayREN? No, though possibly 3-C REN as closer neighbors. (Dan, Nephele)
- Timeline of three or more petitions and comment periods may add another year of delay. (Lisa)
- MCOG is a neutral party, but associated with RCEA? Yes. The other partners perceive MCOG and APC’s awkward position while understanding our cooperative intent. (John, Nephele)

No action was taken.

5. Review and Direction to Staff for Potential Budget Amendment – Revised FY 2023/34 Local Transportation Fund (LTF) Estimate. Janet reviewed her written staff report. Dan gave a recap of the January 18 meeting with the Acting County Auditor-Controller/Treasurer-Tax Collector, MCOG and MTA staffs concerning the methods of estimating LTF revenues and a new projected shortfall for 2023/24, from the budget of \$4,901,913 to \$4,243,383, a decrease of \$658,530. He found it beneficial for understanding variations year to year, and observed that two years of Covid sales tax increases were anomalies, now putting the revenues closer to pre-pandemic levels. Janet concurred.

Janet and Nephele had prepared three options for consideration by the committee to address this current-year shortfall. Janet shared her screen and presented each option. Briefly summarized:

- Option A recalculates the LTF Reserve Fund balance allocated at 15% of the LTF Estimate (\$735,000) to 15% of the Revised Estimate (\$637,000), and eliminates the optional 2% Bicycle & Pedestrian allocation of \$86,846; this reduces the shortfall and leaves a balance in Reserve of \$176,632. – *staff recommends*
- Option B recalculates the Reserve balance in the same manner, cuts Bike & Ped., and also reduces allocation to MTA Operations by 6.7%, or half of the 13.4% rate of shortfall compared to original estimate, for a cut of \$215,348; this leaves a Reserve balance of \$391,980. – *not recommended*
- No Action/Status Quo follows adopted policy if no amendments were made, leaving a Reserve balance of \$89,786. – *not recommended*

Discussion and Q&A included:

- The Acting County Auditor-Controller intends to provide quarterly updates to the estimate. (Nephele)
- Why not consider reducing the \$50,000 Unmet Transit Needs allocation for new service; is it required by law? Not required, however the new stops on US-101 connecting with Humboldt Transit to-from the north, and reinstating another Route 65 round trip to the coast for later workforce trips, have already been met so the funds are considered expended. (Dan, Jacob, group)
- Discussion of funding levels to keep in Reserve in 2024/25 and future. (Group)
- Option A seems realistic and the least painful way to amend. Agreed. (John, Dan)
- Concurrence with Option A and thanks to MCOG staff for preparing this analysis. (Jacob/MTA)

Recommendation:

Upon motion by Haschak, seconded by Norvell, and carried on roll call vote (3 Ayes; 0 Noes; 0 Absent), the Executive Committee recommended “Option A” for a FY 2023/24 budget amendment in response to the Acting County Auditor-Controller/Treasurer-Tax Collector’s revised Local Transportation Fund revenue estimate. – *proposed budget amendment summary page attached*

6. Reports / Information / Members’ Concerns. Janet noted another Executive Committee meeting will be needed in late February to review the first draft FY 2024/25 MCOG budget as usual. The Transportation Development Act (TDA) requires the Area Apportionment notice to be published by March 1, indicating the amount available for the transit operator (MTA) to claim. It was agreed to select a date by email.

7. Adjournment. The meeting was adjourned at 12:49 p.m.

Mendocino Council of Governments

Regional Transportation Planning Agency & COG - Fiscal Year 2023/24 Budget

Fourth Amendment - Executive Committee Recommendation of February 13, 2024 - "Option A"

REVENUES	Trans. Devt. Act (TDA)		State		Federal		Local Agencies	TOTALS
	LTF	STA	PPM	RPA	STBG	5311		
2023/24 LTF Official County Auditor's Estimate - revised 1/18/2024	4,243,383							4,243,383
2022/23 Auditor's Anticipated Shortfall	-185,956							-185,956
Total Local Transportation Fund (LTF) Estimate	4,057,427							4,057,427
2022/23 Auditor's Anticipat'd Unrestricted Balance - Reversed	185,956							
LTF 2014/15 prior-year unallocated revenues - reserved 2017/18	29,135							
Carryover - Planning Overall Work Program and RSTP Local Assistance	122,868				278,545			
2023/24 State Transit Assistance - SCO's Preliminary Estimate		1,073,881						
2023/24 State of Good Repair - SCO's Preliminary Estimate		369,690						
STA and SGR - Fund Balance Available for Allocation								
MCOG's Capital Reserve Fund - Balance Available for Transit					705,462			
Federal Transit Administration (FTA) Sec. 5311 Programs - CARES, CRRSAA, ARPA								
FTA Section 5311 Program - Annual Regional Apportionment								
2023/24 STIP Planning, Programming & Monitoring (PPM)			141,000					
2023/24 Rural Planning Assistance				319,000				
2023/24 State Active Transportation Program (ATP) - grants & carryover								
2022/23 Transportation Planning Program carryover			118,750	0				
Surface Transportation Block Grant Program					811,848			
HCD Regional Early Action Planning (REAP) Housing Funds - est. carryover								
SHOPP Complete Streets Program - SR-162 Corridor Multi-Purpose Trail					348,736			
Rural Counties Task Force - Membership Dues					3,828,000		38,500	
LTF Reserve:								
Audited 2021/22 LTF Unrestricted Balance	384,429							
Audited LTF Reserve Balance as of 6/30/2023	788,712							
Less Accounts Payable 2022/23 - audited	-327,342							
Less Withdrawal from Reserve to Cover Remaining 2022/23 Shortfall - audited	-266,047							
Subtotal - Reserve Cash Balance 12.31.2023	579,752							
Less LTF Reserve per Policy amended 8.14.2023 - 15% of Revised Est.	637,000							
Amount to Replenish Reserve in FY 2023/24 - revised	-57,248							
TOTAL REVENUES	4,338,138	1,443,571	259,750	319,000	7,025,686	1,090,393	38,500	15,220,500
								-57,248
ALLOCATIONS								
2023/24 Administration - inc. staffing contract at max. 7.3% COLA	559,626						38,500	699,242
Optional 2% Bicycle & Pedestrian - 2023/24 LTF Estimate less Admin. x .02	0							0
2023/24 Planning Overall Work Program (OWP)	141,479		141,000	319,000				
Temporary Reserves - LTF prior-year unallocated revenues requested for Planning OWP	29,135							
Carryover Funds - See OWP Summary	122,868		118,750	0				
Total Administration, Bike & Ped., and Planning	853,108	0	259,750	319,000	101,116	0	38,500	894,365
BALANCE AVAILABLE FOR TRANSIT	3,485,030	1,443,571	0	0	154,817	0	0	5,788,880
2023/24 Mendocino Transit Authority Claim - revised Oct. 20, 2023:								
MTA Operations	3,214,150	1,443,571						4,657,721
Unmet Transit Needs	50,000							50,000
Senior Centers Operations	681,249							681,249
Transit Planning								0
Capital Reserve Fund Contribution								0
Capital Program, MTA & Seniors Current Year		705,462						705,462
Capital Program, Long Term (Five Year Plan)		0						0
Total Transit Allocations	3,945,399	1,443,571	0	0	0	0	38,500	6,094,432
Other Allocations - RSTP for MCOG Partnership Fund					100,000			100,000
Other Allocations - RSTP for County & Cities Projects by Formula					621,848			621,848
Other Allocations - ATP Infrastructure Grants - SR162 Corridor Multi-Purpose Trail					2,672,000			2,672,000
Other Allocations - REAP for Admin, County & Cities Projects by Formula					348,736			348,736
Other Allocations - SHOPP Complete Streets for SR-162 Corridor Multi-Purpose Trail					3,828,000			3,828,000
TOTAL ALLOCATIONS	4,798,507	1,443,571	259,750	319,000	822,964	0	38,500	15,258,623
Balance Remaining for Later Allocation / Over-allocation - Draw from Reserve	-460,369	0	0	0	154,817	0	0	-38,123



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 10
Consent Calendar
MCOG Meeting
3/4/2024

STAFF REPORT

TITLE: Acceptance of 2022/23 MCOG Fiscal Audit

SUBMITTED BY: Janet Orth, Deputy Director & CFO

DATE: 2/23/2024

BACKGROUND:

I'm pleased to announce that the final audit report for the year ended June 30, 2023 was completed January 31, 2024 by the independent CPA, O'Connor & Company, which enabled me to file the annual State Controller's report by the January 31 due date as required, using audited data.

Once again, MCOG has received a favorable and compliant audit. There were no current or prior-year observations for management concerning internal controls. All previous recommendations have been implemented.

Occasionally in past years, the Executive Committee has reviewed the audit report prior to acceptance by the full Council. This year, no issues arose in the audit report. Formerly, it was agreed that with no findings or recommendations by the auditor, the committee did not need this item to be on the committee's agenda.

MCOG has 15 separate funds in a trust account held in the County treasury. The audit report, including the audited Financial Statements and unaudited Required Supplementary Information, classifies them in certain ways and, according to standards, is not allowed to state a combined fund balance. I have summarized totals here for your reference, only to show the extent of assets for which MCOG is responsible.

Governmental Funds or "Special Revenue Funds" for Programs	Net Position	\$ 967,784
Fiduciary Funds or "Private Purpose Trust" and Reserves	Net Position	\$ 6,208,726
	TOTAL	\$ 7,176,510

The draft financial statements (considered a trial balance) are produced by staff (myself) on an accrual basis and audited by the independent CPA. The funds are held in the County Treasury and controlled by the County Auditor. MCOG's data is verified by the County's records. For the past 12 years, this has proved to be an efficient system and is functioning well.

ACTION REQUIRED:

Accept the audited Financial Statements and Management Report.

ALTERNATIVES: I would be glad to answer any questions if the Council wishes to pull this item off the Consent Calendar for discussion. In any case, I have submitted the statements to the State Controller as required, due by June 30 each fiscal year.

RECOMMENDATION:

Accept the audited Basic Financial Statements and Management Report for the fiscal year ended June 30, 2023 as prepared by O'Connor & Company.

Enclosures: Audited Financial Statements and Management Report



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

Agenda # 12
Regular Calendar
MCOG Meeting
3/4/2024

TITLE: FY 2024/25 Unmet Transit Needs Public Hearing - *continued from 2/5/2024*

SUBMITTED BY: Janet Orth, Deputy Director & CFO

DATE PREPARED: 1/25/2024

BACKGROUND:

Purpose of this public hearing: The Transportation Development Act (TDA) requires that before any Local Transportation Funds are allocated for streets and roads purposes (unallocated revenues at fiscal year end), a process is conducted to identify any “unmet transit needs” that might be “reasonable to meet” for funding. This procedure has been followed annually by MCOG.

Since MCOG established a Local Transportation Fund (LTF) Reserve fund in 1999, excess funds have not been allocated at year end, but instead are carried forward to future budgets. However, there has been a general consensus of the MCOG Board, staff and stakeholders to continue identifying unmet transit needs annually. Past TDA performance audits have commended MCOG for conducting the formal process. It allows for public input that is useful in assessing which transit services should be provided. It provides a focus for the SSTAC’s annual workshop and satisfies the TDA requirement for a citizen participation process (Sec. 99238.5).

Testimony received for this hearing: The Social Services Transportation Advisory Council (SSTAC), a standing committee of MCOG, met for the annual Unmet Transit Needs workshop on November 29. The SSTAC recommended a list of six needs developed in the workshop; considered and endorsed one need from public input heard at MTA board meetings during the year; for a total of seven needs, attached. Issues raised included micro-transit mobility solutions for remote inland areas, assisted services, non-emergency medical transportation, restoration of pandemic service suspensions, and a local and visitor serving route for economic development.

The SSTAC’s duties also include advising MCOG on any other transportation issues. This year, development of a Ukiah Transit Center and MTA Administration facility upgrades/modernization were recommended.

ACTION REQUIRED:

The following process fulfills TDA requirements.

Finding of Proper Notice:

The Board makes the finding, by motion and vote, that a proper 30-day notice has been given. Notice of the public hearing was published by The Willits News (January 3), Ukiah Daily Journal (January 4), Fort Bragg Advocate-News (January 4), and Independent Coast Observer (January 5). Only one notice of general circulation is required, which was more than met; proofs of publication available at this writing are attached. The notice has been posted on our web site and emailed to list subscribers and other interested parties. These actions more than meet the requirement.

Public Hearing:

The Chair opens the public hearing. Staff reports any written testimony received for the record, including findings of the SSTAC’s November 29, 2023 workshop. A list of identified needs is submitted, including unmet needs from public input received by Mendocino Transit Authority.

Public testimony is received. The hearing is closed.

Board Action:

The Board of Directors then determines whether any of the testimony received appears to be an “unmet transit need” according to the attached definitions adopted by MCOG, pending further analysis. The two main options for a motion are:

- 1) *"The testimony heard includes Unmet Transit Needs that appear to qualify under MCOG's adopted definitions, and those needs are directed to Mendocino Transit Authority for analysis and for further review and recommendations by the SSTAC and the Transit Productivity Committee."*
- 2) *"The testimony heard does not include any Unmet Transit Needs that appear to qualify under MCOG's adopted definitions, therefore there are no unmet transit needs found for fiscal year 2023/24, and the annual process is concluded."*

If the finding is “yes,” testimony does include unmet needs, the list of needs is directed to MTA to prepare an analysis that may include operational costs, ability to provide service, and prioritization of needs. Finally, the analysis would go to MCOG’s Transit Productivity Committee (TPC), in April or May 2024, for a recommendation to MCOG on which, if any, needs are “reasonable to meet” for inclusion in MTA’s 2024/25 Transit Claim, due to MCOG April 1, 2024. The analysis and recommendation also would be discussed by the SSTAC. In June, when MCOG allocates funds to the transit claim, a finding of “reasonableness” is made.

If none of the testimony qualifies as an “unmet transit need,” the Board makes a finding that “there are no unmet transit needs” and the annual process is ended. (Rarely, if ever, is this the case.)

ALTERNATIVES:

The Board may cancel or postpone this already noticed hearing. – *not recommended*

Also note TDA Sec. 99238.5(b): *“In addition to public hearings, the transportation planning agency shall consider other methods of obtaining public feedback on public transportation needs. Those methods may include, but are not limited to, teleconferencing, questionnaires, telecanvassing, and electronic mail.”* In this case we have used e-mail and MCOG’s website.

RECOMMENDATION:

Staff recommends that the Board:

- 1) Make a finding of proper notice and hear the staff report.
- 2) Hold the public hearing.
- 3) After hearing all testimony, make a finding that:

"The testimony heard includes Unmet Transit Needs that appear to qualify under MCOG's adopted definitions, and those needs are directed to Mendocino Transit Authority for analysis and for further review and recommendations by the Transit Productivity Committee and Social Services Transportation Advisory Council."

Enclosures:

SSTAC Recommendations of November 29, 2023

Unmet Transit Need email received December 13, 2023

Notice of Public Hearing - Proofs of Publication

MCOG’s “Unmet Transit Needs” and “Reasonable to Meet” Process

[Unmet Transit Needs - 2024/25 Public Hearing - Mendocino Council of Governments \(mendocinocog.org\)](https://mendocinocog.org)



MENDOCINO COUNCIL OF GOVERNMENTS

FY 2024/25 Unmet Transit Needs
Recommended by
MCOG's Social Services Transportation Advisory Council

Identified at Annual SSTAC Workshop
(not in any order of priority)

November 29, 2023

Needs Identified by SSTAC:

1. Service/micro transit for Covelo, Laytonville, Brooktrails, Hopland, and Potter Valley
2. Mobility solutions for remote coastal communities
3. Continue restoration of temporary pandemic-related service suspensions
4. Service to Noyo Harbor and downtown Fort Bragg central business district (visitor and local serving)
5. Non-emergency medical service, including after-hours/weekends for hospital release and out of county
6. Wednesday service for Ukiah Senior Center transportation.

Needs Identified by Mendocino Transit Authority (MTA):

1. Service from Golden Rule to Ukiah and/or Willits for seniors

TOTAL of 7 Recommended Unmet Transit Needs

Additional SSTAC Recommendations:

1. Develop a Ukiah Transit Center for multimodal connections and coordinated services.
2. MTA Administration facility upgrades/modernization.

From: Rightnar, Jacob@DOT <Jacob.Rightnar@dot.ca.gov>
Sent: Wednesday, December 13, 2023 8:53 AM
To: jacob@mendocinotransit.org; Nephele Barrett <barrettn@dow-associates.com>;
lellard@dbcteam.net; krogj@mendocinocounty.org
Cc: Jackman, Rex A@DOT <rex.jackman@dot.ca.gov>
Subject: FW: Transit on Talmage

Good Morning,

After our December 7th town hall to present the draft SR 222 Corridor Plan, we received some follow-up emails from residents who could not attend the meeting but wanted to provide input. One of these was from a commuter working at the Office of Education (see below email), expressing interest in expanded transit service along SR 222/Talmage Rd. Transit issues are discussed in the corridor plan but since we as an agency are not directly involved in operating transit, we thought you would be able to make better use of this input. Please let me know if you have any questions, or want to further discuss the SR 222 Corridor Plan and the role of Caltrans in Mendocino County's transit system.

Sincerely,
Jacob Rightnar
Caltrans District 1
Transportation Planning
Cell: (707)684-6895

From: Rose Karpov-Kinrade <rkarpovkinrade@mcoe.us>
Sent: Thursday, December 7, 2023 10:38 AM
To: Rightnar, Jacob@DOT <Jacob.Rightnar@dot.ca.gov>
Subject: Transit on Talmage

Good Morning Jacob!

My name is Rose Karpov-Kinrade and I work with the Mendocino County Office of Education. When I first started this job, I had major transportation limits. I realized that the bus system does not go to Talmage, and that makes it difficult for me to come to work without relying on my coworkers to give me a ride.

Bus access through that part of town would be so helpful to people. There are many houses there, as well as shops and a school. I think it would be really helpful for the community, especially those who are disabled and cannot walk everywhere, to have access to as much of town as possible. It may also help generate more income for those businesses. I cannot attend the town meeting today about how we as a community can improve Talmage, so I wanted to reach out with my thoughts.

Thank you so much for your consideration.

Sincerely,
Rose Karpov-Kinrade (she/they)

Rose Karpov-Kinrade

AmeriCorps Mental Health Gatekeeper Training Instructor, District Programs and Supports

www.mcoe.us

2240 Old River Road, Ukiah, CA 95482

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RECEIVED FEB 01 2024

ATTN: MCOE OFFICE

FEB. 1, 2024

GREETINGS,

MY NAME IS LORETT COHEN, I HAVE BEEN A PASSENGER OF THE DIAL-A-RIDE TRANSPORTATION SERVICE SINCE 1978. AT THAT TIME DRIVERS WERE ABUNDANT.

WHEN THE BUS SERVICE WAS IMPLEMENTED; DRIVERS FOR DIAL-A-RIDE WERE ALSO DRIVING THE BUSES; AND SOME CHOSE TO SWITCH TO BUS DRIVING ON A PERMANENT BASIS.

I USED TO RIDE THE BUSES REGULARLY, ESPECIALLY WHEN I WAS WORKING. NOW THAT I AM RETIRED AND SOON WILL BE 77 YEARS OF AGE; I HAVE BEEN RELYING ON DIAL-A-RIDE FOR ALL MY TRANSPORTATION NEEDS.

SINCE THE POLICY OF MAKING RESERVATIONS FOR RIDES AT LEAST A DAY IN ADVANCE STARTED; I NOTICED HOW UNDERSTAFFED THE DRIVERS WERE.

BETWEEN RESERVATIONS THAT ARE MADE; THERE ARE RANDOM CALLERS NEEDING RIDES ALSO. THEY ARE SQUEEZED IN; BUMPING THE REST OF US OUT OF OUR TIME SLOT. I HAVE WAITED UP TO 1 HOUR FOR A RETURN RIDE HOME, AND WAS TOLD BY THE DISPATCHER THAT "THEY GOT BUSY; AND

WOULD PUT ME ON THE LIST."

THERE IS ONLY ONE REMEDY FOR THAT. HIRE MORE DRIVERS...

WITH THE INTENTION OF DRIVING SOLELY FOR DIAL-A-RIDE, TO MEET THE ONGOING DEMAND FOR ITS PASSENGERS.

MY TAKE IS THAT THERE SHOULD BE 4 FULL TIME DRIVERS EVERY DAY MONDAY THROUGH FRIDAY, 7AM TO 6PM. THERE SHOULD BE 2 DRIVERS WORKING THE 10 TO 5 SHIFT ON SATURDAYS - EVERY SATURDAY - NO EXCEPTIONS.

ON A POSITIVE NOTE DIAL-A-RIDE IS A VERY SAFE METHOD OF TRANSPORTATION AND ALL OF THEIR DRIVERS ARE COURTEOUS AND PROFESSIONAL.

Sincerely

Louis Cohen

[REDACTED]

Fort Bragg Advocate-News

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Fort Bragg, California 95437
707-964-5642

2117222

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PROOF OF PUBLICATION (2015.5 C.C.P.)

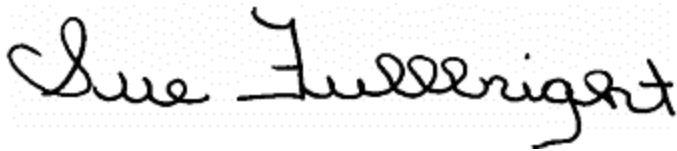
STATE OF CALIFORNIA COUNTY OF MENDOCINO

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the Office Clerk of the Fort Bragg Advocate-News, a newspaper of general circulation by the Superior Court of the County of Mendocino, State of California under the date of May 9, 1952 - Case Number 9151, that the notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been printed in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates:

01/04/2024

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Dated at Fort Bragg, California,
January 4th, 2024



Sue Fullbright, LEGAL CLERK

Legal No. **0006797549**

NOTICE of PUBLIC HEARING Unmet Transit Needs

Monday, February 5, 2024, the Mendocino Council of Governments (MCOG) will meet at 1:30 p.m. or as soon thereafter as possible, in person and via teleconference with call-in options, at County Administration Center, Supervisors Chambers, Room 1070, 501 Low Gap Road, Ukiah; City Hall, 416 N. Franklin St., Fort Bragg; and City Hall, 451 School St., Point Arena, CA, and consider the following item. MCOG will consider needs for public transportation services that would benefit a significant number of people and are not currently provided. This hearing applies to transportation service needs for fiscal year July 1, 2024 through June 30, 2025. In addition to new public testimony, MCOG will hear needs reported to Mendocino Transit Authority during the past year, and findings of MCOG's Social Services Transportation Advisory Council. Issues may include but are not limited to: 1) transit services for the elderly, people with disabilities, and low-income or economically disadvantaged persons; 2) adequacy of both private and public transportation services, and 3) service improvements needed to meet expected travel demand. All interested persons may present testimony at this hearing. For more information on how to participate in the teleconference call or to submit written testimony in advance, contact the MCOG office at 707-463-1859 or visit www.mendocinocog.org/meetings.
Janet M. Orth
MCOG Deputy Director & CFO

The Willits News

77 W Commercial Street
PO Box 628
Willits, CA 95490
707-459-4643

2117222

DOW & ASSOCIATES
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UKIAH, CA 95482

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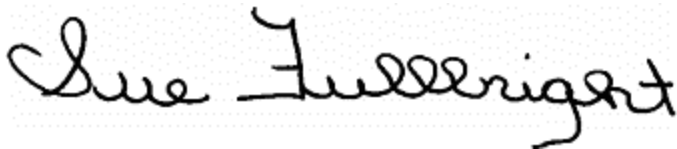
**STATE OF CALIFORNIA
COUNTY OF MENDOCINO**

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am the principal clerk of the printer of The Willits News, a newspaper of general circulation, printed and published Every Wednesday and Friday in the City of Willits, California, County of Mendocino, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Mendocino, State of California, in the year 1903, Case Number 9150; that the notice of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

01/03/2024

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Dated at Willits, California this 3rd day of January, 2024.



Signature

Legal No. **0006797547**

**NOTICE of PUBLIC HEARING
Unmet Transit Needs**

Monday, February 5, 2024, the Mendocino Council of Governments (MCOG) will meet at 1:30 p.m. or as soon thereafter as possible, in person and via teleconference with call-in options, at County Administration Center, Supervisors Chambers, Room 1070, 501 Low Gap Road, Ukiah; City Hall, 416 N. Franklin St., Fort Bragg; and City Hall, 451 School St., Point Arena, CA, and consider the following item. MCOG will consider needs for public transportation services that would benefit a significant number of people and are not currently provided. This hearing applies to transportation service needs for fiscal year July 1, 2024 through June 30, 2025. In addition to new public testimony, MCOG will hear needs reported to Mendocino Transit Authority during the past year, and findings of MCOG's Social Services Transportation Advisory Council. Issues may include but are not limited to: 1) transit services for the elderly, people with disabilities, and low-income or economically disadvantaged persons; 2) adequacy of both private and public transportation services, and 3) service improvements needed to meet expected travel demand. All interested persons may present testimony at this hearing. For more information on how to participate in the teleconference call or to submit written testimony in advance, contact the MCOG office at 707-463-1859 or visit www.mendocinocog.org/meetings.
Janet M. Orth
MCOG Deputy Director & CFO

Ukiah Daily Journal

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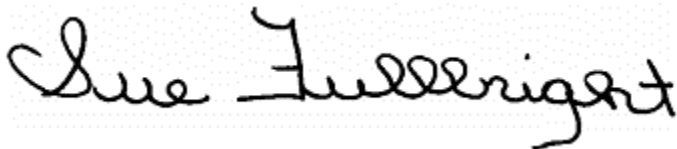
**STATE OF CALIFORNIA
COUNTY OF MENDOCINO**

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of the printer of the Ukiah Daily Journal, a newspaper of general circulation, printed and published daily in the City of Ukiah, County of Mendocino and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Mendocino, State of California, under the date of September 22, 1952, Case Number 9267; that the notice, of which the annexed is a printed copy (set in type not smaller than non-pareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

01/04/2024

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Dated at Ukiah, California,
January 4th, 2024



Sue Fullbright, LEGAL CLERK

Legal No. **0006797544**

**NOTICE of PUBLIC HEARING
Unmet Transit Needs**

Monday, February 5, 2024, the Mendocino Council of Governments (MCOG) will meet at 1:30 p.m. or as soon thereafter as possible, in person and via teleconference with call-in options, at County Administration Center, Supervisors Chambers, Room 1070, 501 Low Gap Road, Ukiah; City Hall, 416 N. Franklin St., Fort Bragg; and City Hall, 451 School St., Point Arena, CA, and consider the following item. MCOG will consider needs for public transportation services that would benefit a significant number of people and are not currently provided. This hearing applies to transportation service needs for fiscal year July 1, 2024 through June 30, 2025. In addition to new public testimony, MCOG will hear needs reported to Mendocino Transit Authority during the past year, and findings of MCOG's Social Services Transportation Advisory Council. Issues may include but are not limited to: 1) transit services for the elderly, people with disabilities, and low-income or economically disadvantaged persons; 2) adequacy of both private and public transportation services, and 3) service improvements needed to meet expected travel demand. All interested persons may present testimony at this hearing. For more information on how to participate in the teleconference call or to submit written testimony in advance, contact the MCOG office at 707-463-1859 or visit www.mendocinocog.org/meetings.
Janet M. Orth
MCOG Deputy Director & CFO

Adopted by MCOG
11/2/92
Revised by MCOG
12/7/98

MENDOCINO COUNCIL OF GOVERNMENTS

“Unmet Transit Needs” and “Reasonable to Meet” Process

Introduction

The stated intent of the Legislature in passing the Transportation Development Act (TDA) was to provide funding for transit, which would provide an essential public service through a balanced transportation system. The TDA administrative code specifically states, “it is the intent of the Legislature to improve existing public transportation services and encourage regional public transportation coordination.” The Public Utilities Code, in Article 2, Section 99220 provides even more succinctly: “to encourage people to use public transportation rather than private vehicles.”

Prior to using TDA funds for street and road improvements, Sections 99401.5 and 99401.6 of TDA require the Regional Transportation Planning Agency to hold a public hearing and make a determination that there are no unmet transit needs that can reasonably be met within the area of a county, city or eligible operator. As a result, the RTPA has the responsibility and authority to determine what constitutes unmet transit needs and whether or not such unmet transit needs can reasonably be met.

The Mendocino Council of Governments (MCOG), acting in its official capacity as the designated Regional Transportation Planning Agency for Mendocino County, accomplishes this in part through a public hearing process conducted by MCOG taking into account the recommendations of the Social Services Transportation Advisory Council and other various factors in the transportation planning process.

Definitions

The following definitions of “Unmet Transit Need” and “Reasonable to Meet” have been adopted by the Mendocino Council of Governments.

The unmet needs and reasonableness policies apply to new proposed services. Existing services will be evaluated through the existing performance standard policies established by MCOG, and reviewed by the Transit Productivity Committee.

1. Unmet Transit Need: Whenever a need to transport people is not being satisfied through existing public or private resources.
2. Reasonable to Meet: It is reasonable to meet a transit need if all of the following conditions prevail:

“Unmet Transit Needs” and “Reasonable to Meet” Process

Page 2 of 2

12/7/98

- a) Service will be capable of meeting the Transportation Development Act fare revenue/operating cost requirements and established MCOG criteria for new services
- b) Transit services designed or intended to address an unmet transit need shall not duplicate transit services currently provided either publicly or privately
- c) The claimant this is expected to provide the service shall review, evaluate and indicate that the service is operationally feasible, and vehicles shall be currently available in the market place
- d) Funds are available, or there is a reasonable expectation that funds will become available.

/le
/jmo



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 13
Regular Calendar
MCOG Meeting
3/4/2024

STAFF REPORT

TITLE: Gualala Downtown Streetscape – Project Update

DATE PREPARED: 02/23/24

MEETING DATE: 03/04/24

SUBMITTED BY: Nephele Barrett, Executive Director

BACKGROUND:

The Gualala Downtown Streetscape project is a Caltrans implemented project that will provide bicycle and pedestrian facilities on SR 1 through downtown Gualala. The project is funded with a combination of MCOG's State Transportation Improvement Program funds and a competitive Active Transportation Program (ATP) grant. Most recently, MCOG approved an additional \$1.2 million for construction of the project to cover cost increases since approval of the ATP grant.

The project has been in development for many years, with multiple rounds of public meetings and input. In November, Caltrans completed the environmental document for the project. Now that the environmental document is complete, Caltrans will continue to finalize details of the project as they work through the design and right-of-way components of the project.

At this meeting, Project Manager Katie Everett will provide an update on the project.

ACTION REQUIRED: Receive the project update and discuss – no action necessary.

ALTERNATIVES: None identified.

RECOMMENDATION: Receive the project update and discuss – no action necessary.



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 14
Regular Calendar
MCOG Meeting
3/4/2024

STAFF REPORT

TITLE: Report & Approval of Ad Hoc Committee
Recommendation - RuralREN Reorganization
& Governance

DATE PREPARED: 02/23/24
MEETING DATE: 03/04/24

SUBMITTED BY: Nephele Barrett, Executive Director

BACKGROUND: In February 2022, the MCOG Board approved a Memorandum of Understanding with Redwood Coast Energy Authority (RCEA) to participate in the newly formed Rural Regional Energy Network (RuralREN). At that time, development of the RuralREN had been underway for quite some time, and the business plan was nearly complete. Due to the timing of the addition of Mendocino and Lake Counties to the RuralREN, MCOG's initial participation was to be via subcontract with RCEA, with the intent to work toward becoming full a RuralREN partner. In addition to RCEA, the RuralREN partner agencies include Sierra Business Council, San Luis Obispo County, Association of Monterey Bay Area Governments, Kern County, Ventura Regional Energy Alliance, High Sierra Energy Foundation and San Joaquin Valley Clean Energy Organization.

The business plan for the RuralREN was filed with the California Public Utilities Commission in spring of 2022. Action was initially expected in fall of that year, but was delayed by the CPUC until June of 2023. Following approval by the CPUC, the RuralREN partners began meeting regularly to work out details of implementation and administration. Unfortunately, the discussions over administration led to disagreements among partners about roles, responsibilities and level of authority of the Portfolio Administrator for the program, identified as RCEA in the business plan. The primary issues of concern expressed were the level of authority of RCEA as the PA compared to the authority of the Leadership Team and the speed at which RCEA was executing tasks and rolling out programs (some partners felt it was too slow). These concerns led to the Leadership Team members conducting a review of RCEA's performance as PA.

In September, an impromptu vote was held at a Leadership Team meeting to remove RCEA as the PA and designate the County of San Luis Obispo as the PA. Because MCOG is not a full REN partner, we were excluded from that meeting and other Leadership Team meetings. Although we have been receiving periodic updates from RCEA and AMBAG staff, MCOG staff was not aware of the extent of the conflicts, and we believed that it would be resolved. RCEA continued to carry out responsibilities as PA, as the CPUC action on the business plan had not been amended. Attempts were made by multiple REN partners to organize facilitation/mediation, but ultimately none of these efforts moved forward. San Luis Obispo sent notice to the CPUC notifying them of the vote to change the PA, but CPUC has stated that filing of a notice does not change their previous action.

In December, we received notification that a petition had been filed by RCEA with the CPUC to reduce the area covered by the RuralREN to include only Humboldt, Mendocino, Lake and the northern Sierra region represented by the Sierra Business Council. The petition also proposes to make MCOG and Lake APC full REN partners going forward. Although we knew that some sort of request would be made to the CPUC to help resolve the issues, we were not aware that this proposal to split the RuralREN would be made.

In January, the Regional Energy Network/Climate ad hoc committee met to discuss these issues and whether or not MCOG should submit formal comment on the petition or take a position.

Ultimately, the ad hoc members agreed that MCOG's priority should be to deliver energy efficiency programs to Mendocino County, which could be accomplished either as part of the proposed reduced RuralREN or as part of the original RuralREN. They recommended remaining neutral in the ongoing debate and did not see a need to submit a formal comment to the CPUC, which would require submitting a Motion for Party Status.

Sierra Business Council, the other agency included in the reduced RuralREN proposed by RCEA, has stated a neutral position in this issue and has submitted comments to that effect, also expressing their desire to begin implementing programs.

Since the time of the ad hoc meeting, the southern RuralREN members (Association of Monterey Bay Area Governments, San Luis Obispo, County of Ventura, High Sierra Energy Foundation, and San Joaquin Valley Clean Energy Organization) have submitted their own joint Petition for Modification of the RuralREN, requesting removal of reference to RCEA as the Portfolio Administrator, establishment of a more simplified method for changing the administrator, and clarification of the REN's governing autonomy. The joint PFM proposes that the RuralREN would otherwise remain the same. The Public Advocates Office has also submitted a PFM proposing that the RuralREN be dissolved, as they believe that RuralREN members have demonstrated that they won't be able to successfully work together in the future and that RCEA's proposal is too substantial a change from the original approval.

In addition to the two PFMs, comments have been submitted from a few other agencies not directly involved in the RuralREN. One comment was submitted jointly by BayREN and 3CREN clarifying their understanding of REN governance and recommending that the CPUC clarify several things, including how a lead administrator is determined and their role within a REN. The Yurok tribe has also submitted a formal comment in support of RCEA's PFM. The Public Advocates Office has submitted comments on the RCEA PFM and joint PFM essentially stating the same concerns included in their own PFM. PG&E has filed a comment recommending that the CPUC clearly establish a process for changing a portfolio administrator that requires acknowledgement by the CPUC. RCEA and the southern RuralREN partners have also each filed comments in response to the other's PFM.

On February 13, the Executive Committee met and discussed the recommendation of the ad hoc committee, as well as the activity since their meeting. They concurred with the ad hoc's recommendation.

There are pros and cons to both the full and reduced versions of the RuralREN. The full REN includes member agencies with greater expertise in some of the programs from which the other partners would benefit. On the other hand, the reduced REN is more rural in nature and may lead to program design that's a better fit for our rural needs. The RCEA's PFM provides a clear opportunity for MCOG to become a full REN partner, whereas there is no guarantee of that with the original RuralREN. The southern REN partners have indicated that they are still open to MCOG becoming a full partner, but it wouldn't necessarily be right away. It's possible that if the RCEA PFM is denied, RCEA may opt out of the RuralREN. That would mean MCOG would need to partner with another agency to be part of the RuralREN, possibly the new lead administrator.

Included with this staff report are RCEA's Petition for Modification to the CPUC, the joint PFM from the southern RuralREN partner agencies, and the Public Advocates' PFM. Section III, pages 7 through 11, of the joint PFM summarizes their requests. Pages 3 through 18 of RCEA's PFM describe the history of the disputes among the partners. The specific modifications requested begin

on page 18 of the PFM. The proposed budget for this reduced REN is on page 27. Although the population of the proposed smaller REN area is much lower than the original, the programs to be delivered in these areas are far greater due to the lack of existing programs. Therefore, the budget change is not proportionate to the change in population served. MCOG staff has expressed to RCEA a need to review the budget if this petition is approved due to the change in partnership status. Exhibits and attachments filed with both PFMs containing additional background information are available upon request.

This item is presented to the MCOG Board today to give board members an opportunity to weigh in on the issue and determine if a statement in favor of one alternative or another should be submitted. The ad hoc committee has recommended a neutral position and concluded that there is no need to submit a Motion for Party Status and formal comments.

ACTION REQUIRED: Approve the ad hoc committee's recommendation to maintain a position of neutrality regarding the Petition for Modification of the RuralREN decision and to express this position to the RuralREN partner agencies informally rather than filing a Motion for Party Status and proof of service.

ALTERNATIVES: Alternatively, the Board may choose to take a position in favor of one of the alternatives or to direct staff to file a Motion for Party Status and file formal comments.

RECOMMENDATION: Approve the ad hoc committee's recommendation to maintain a position of neutrality regarding the Petition for Modification of the RuralREN decision and to express this position to the RuralREN partner agencies informally rather than filing a Motion for Party Status and proof of service.



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 15
Regular Calendar
MCOG Meeting
3/4/2024

STAFF REPORT

TITLE: Annual Committee Appointments

SUBMITTED BY: Janet Orth, Deputy Director & CFO

DATE PREPARED: 1/25/2024

BACKGROUND:

Following are the procedures for appointment of Board members to MCOG's standing committees. I have attached the appropriate sections of the bylaws for your reference. (Seats on the other standing committees are not filled by MCOG Board members.)

- The Council may appoint an Executive Committee, consisting of the Chair, the Vice Chair, and one other member reflecting a city-county balance.
- The Chair shall appoint two members to the Transit Productivity Committee. Note: to preserve MCOG's oversight role, staff advises that at least one should not also be serving as a board member of Mendocino Transit Authority.
- The Council shall appoint two members to CALCOG, including at least one Executive Committee member. One serves as the delegate and the other as the alternate.

The most recent appointments are:

- Executive Committee - Chair **Gjerde**, Vice Chair **Haschak**, and Director **Norvell**
- Transit Productivity Committee (TPC) – Directors **Gjerde** and **Carter**
- CALCOG – Director **Haschak** (Delegate) and Director **Norvell** (Alternate Delegate)

Additionally, there are two active Ad Hoc committees:

- Covelo SR 162 Corridor Multi-Purpose Trail Project – Directors Haschak and Carter
 - Regional Energy Network / Climate – Directors Gjerde, Haschak and Hansen
-

ACTION REQUIRED:

- a. Appointment of the Executive Committee. *Please note the annual meeting is to be scheduled for late February, preferably in the final week to allow for budget preparation and proper notice.*
 - b. Appointments to the Transit Productivity Committee. *One or two meetings are typically required in March, April and/or May to address transit performance and standards, MTA's annual funding claim, the unmet needs analysis, and any audit recommendations.*
 - c. Appointment of CALCOG Delegates. *Customarily CALCOG delegates meet annually at the Regional Leadership Forum and for quarterly business meetings. This year the Forum will be held in person February 7-9 in Monterey. Other meetings may be offered in a hybrid format for remote attendees.*
 - d. Appointment to Ad Hoc committee. *Both of the ad hoc issues are still in progress. Appoint no more than three seats to each committee, i.e. less than a quorum.*
-

ALTERNATIVES:

- The Executive Committee is optional according to the bylaws. The officers could meet with staff for annual business and as needed, ideally reflecting city-county balance.
- TPC membership is mandated by the bylaws, so there is no alternative without amendment.

- Annual CALCOG appointments are mandated also, so there is no alternative without amending the bylaws.
- Ad hoc committees may be dissolved when no longer needed or their purpose is completed.

RECOMMENDATION:

Appoint members to the standing committees described above, following MCOG's bylaws, and to the ad hoc committees. The Council may choose to approve a slate of appointments in one action.

Enc: Bylaws excerpts

Excerpts of MCOG Bylaws Amended June 6, 2022

ARTICLE III - OFFICERS/STAFF/COMMITTEES

Section 5. STANDING COMMITTEES

Section 5.2 Executive Committee: The Council may appoint an Executive Committee consisting of the Chair, the Vice Chair and one member from a city or the County. The Executive Committee may carry on the administrative and executive functions of the Council between regular meetings of the Council. The Executive Committee may also be used to oversee the personnel budget and policy issues and make recommendations to the full Council.

The Council shall attempt to appoint members to the Executive Committee that reflect a balance between City and County representation.

Section 5.4 Transit Productivity Committee (TPC): The TPC shall consist of five (5) voting members: two (2) members of the Council appointed by the Chair; two (2) members of the transit operator's Board of Directors; and one (1) senior centers representative to be selected by those senior centers under the Council's jurisdiction and then formally appointed by the Council. The TPC shall be staffed by the MCOG Executive Director or his/her authorized representative.

The purpose of the TPC will be to review and recommend on transit performance and productivity issues in accordance with approved standards adopted by the Council, including review of quarterly reports of the transit operator and to make recommendations to the Council for revisions to the standards. The TPC will review and make recommendations to the Council on the annual Transit Claim, and also provide input on the "unmet transit needs" process, including findings of the SSTAC. Meetings will be held at least once annually, or quarterly if warranted.

Section 6. ASSOCIATIONS

Section 6.1 California Association of Councils of Governments (CALCOG): The Council shall annually appoint two members of the Council, at least one of whom shall be an Executive Committee member, to the CALCOG organization for the purpose of voting on statewide issues. One member shall be the delegate, the other member, the alternate. The term of these appointments shall be for one year commencing on the first Monday in February when appointed and ending on the following first Monday in February or at the next year's committee appointments.



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 16
Regular Calendar
MCOG Meeting
3/4/2024

STAFF REPORT

TITLE: Fourth FY 2023/24 Budget Amendment to Adjust for FY 2023/24 Shortfall

SUBMITTED BY: Janet Orth, Deputy Director & CFO

DATE: 2/23/2024

BACKGROUND:

On January 18, 2024, MCOG Administrative staff met by teleconference with Chair Gjerde; Sara Pierce, Acting County Auditor-Controller/Treasurer-Tax Collector; and Mendocino Transit Authority management to discuss the upcoming Local Transportation Fund revenue estimate.

According to Transportation Development Act (TDA) statute, the estimate is to be prepared by the County Auditor and is due February 1 annually. This forms the basis of MCOG's budget for the Local Transportation Funds, derived from the countywide transportation sales tax.

Ms. Pierce provided the attached letter indicating her revised estimate of 2023/24 LTF revenue. Another shortfall is projected, from the budget of \$4,901,913 to \$4,243,383, a decrease of \$658,530. It was agreed to review quarterly so as to be prepared to respond to any significant changes during the year.

The Executive Committee met February 13 and reviewed several options prepared by MCOG Administrative staff in response to the shortfall, based on the new projections (attached). – *see committee minutes on Consent Calendar for details*

Previous budget amendments this fiscal year were to: 1) revise MTA's allocation of Capital Reserve funds for release in current year, 2) reconcile with the 2022/23 LTF shortfall, and 3) reduce MTA's allocation of LTF to funds available (as 2021/22 surplus was used to cover 2022/23 shortfall).

ACTION REQUIRED:

Approval of this revision to the Local Transportation Fund (LTF) allocation for FY 2023/24 by adopting Resolution #M2024-01.

If approved, staff will prepare an amendment of the Budget package and post it to MCOG's website as usual.

ALTERNATIVES:

Take no action, in which case staff would follow adopted policies and procedures for withdrawals from the allocated LTF Reserve fund balance in the event of an actual revenue shortfall, with no changes to the adopted budget. – *presented as "No Action/Status Quo" option*

RECOMMENDATION:

Adopt Resolution No. M2024-01 revising the allocation of Local Transportation Funds to MCOG's FY 2023/24 governmental programs, as a fourth Budget Amendment, and authorize the Executive Director to issue revised allocation instructions to the Acting County Auditor-Controller/Treasurer-Tax Collector.

Attachments:

Resolution M2024-01 superseding MCOG's FY 2023/24 allocating resolution M2023-02

Revised Budget summary table highlighting "Option A" recommendation

Letter from Acting County Auditor-Controller/Treasurer-Tax Collector dated January 18, 2024

Spreadsheet of options prepared by MCOG staff – derived from Budget Summary table

SARA PIERCE
ACTING AUDITOR-CONTROLLER
TREASURER-TAX COLLECTOR



501 LOW GAP ROAD, ROOM 1080
UKIAH, CA 95482
707-234-6860
WWW.MENDOCINOCOUNTY.ORG

January 18, 2024

MCOG Board of Directors

RE; Local Transportation Fund – Revised Projection 2023/24

Dear Board Members:

The Auditor-Controller's office has updated the projection for fiscal year 2023/24 SB 325 revenue to be \$4,243,383, a decrease of \$658,530 from the original budget of \$4,901,913.

The updated projection is described below:

- July 2023 – October 2023 based on actual revenue received
- November 2023 – June 2024 based on fiscal year 2022/23 actuals with a 4.1% reduction applied
 - The 4.1% factor is obtained from the County's contracted sales tax consultants HdL Companies
 - HdL Companies is projecting a 4.1% decrease in sales tax revenue for calendar Quarter 3 2023 (July – September) when compared to calendar Quarter 3 2022. Quarter 3 is the most recent projection the County has received; therefore, this factor is applied for the remaining months of the fiscal year.

Please note, due to numerous economic factors and fluctuating sales tax revenue, this is an estimate and could be subject to change.

Regards,

A handwritten signature in blue ink that reads "Sara Pierce".

Sara Pierce

Acting Auditor-Controller/Treasurer-Tax Collector

**Local Transportation Fund (LTF)
Fiscal Year (FY) 2023/24 - 2024/25
Munis Object 760155**

Month	FY 2023/24 Original			REVENUE ONLY FY 2023/24 Projection			FY 2023/24		FY 2022/23		Variance	
	Actual	Budget	Variance	Projection	Budget	Variance	Projection	Actual	22/23 vs 23/24	Variance	Projection	FY 2024/25
Jul	379,830	592,835	(213,005)	379,830	592,835	(213,005)	379,830	530,646	(150,817)		379,830	
Aug	435,840	344,336	91,505	435,840	344,336	91,505	435,840	284,685	151,155		435,840	
Sept	380,077	468,596	(88,519)	380,077	468,596	(88,519)	380,077	425,488	(45,411)		380,077	
Oct	333,673	550,065	(216,393)	333,673	550,065	(216,393)	333,673	496,770	(163,097)		333,673	
Nov				339,876	286,700	53,176	339,876	354,407	(14,531)		339,876	
Dec				352,086	444,275	(92,189)	352,086	367,138	(15,052)		352,086	
Jan				350,663	403,155	(52,492)	350,663	365,654	(14,991)		350,663	
Feb				340,213	345,346	(5,133)	340,213	354,758	(14,545)		340,213	
Mar				311,527	388,273	(76,746)	311,527	324,846	(13,319)		311,527	
Apr				326,572	382,751	(56,179)	326,572	340,534	(13,962)		326,572	
May				338,420	284,091	54,329	338,420	352,889	(14,469)		338,420	
Jun				354,606	411,490	(56,884)	354,606	369,766	(15,160)		354,606	
Total	1,529,420	1,955,833	(426,413)	4,243,383	4,901,913	(658,530)	4,243,383	4,567,582	(324,198)		4,243,383	
		Variance to Budget % (YTD)	-21.8%	Projection Variance to Budget %		-13.4%	Variance to FY 22/23					
												-7.10%

Notes:

LTF, is derived from a ¼ cent of the general sales tax collected statewide. The State Board of Equalization, based on sales tax collected in each county, returns the general sales tax revenues to each county's LTF.

County Sales Tax Estimates when compared to same calendar year quarter from prior year

CY Q1 2023 vs Q1 2022 - down 9.6%

CY Q2 2023 vs Q2 2022 - down 8.6%

CY Q3 2023 vs Q3 2022 - down 4.1%

FY23/24 Projection is taking: Jul 2023 - Oct 2023 actual revenue received, Nov 2023 - Jun 2024 based on fiscal year 22/23 actuals with a 4.1% reduction

FY24/25 Projecting no increase

Mendocino Council of Governments

Regional Transportation Planning Agency & COG - Fiscal Year 2023/24 Budget

Fourth Amendment - Executive Committee Recommendation of February 13, 2024 - "Option A"

REVENUES	Trans. Devt. Act (TDA)		State		Federal		Local Agencies	TOTALS
	LTF	STA	PPM	RPA	STBG	5311		
2023/24 LTF Official County Auditor's Estimate - revised 1/18/2024	4,243,383							4,243,383
2022/23 Auditor's Anticipated Shortfall	-185,956							-185,956
Total Local Transportation Fund (LTF) Estimate	4,057,427							4,057,427
2022/23 Auditor's Anticipat'd Unrestricted Balance - Reversed	185,956							
LTF 2014/15 prior-year unallocated revenues - reserved 2017/18	29,135							
Carryover - Planning Overall Work Program and RSTP Local Assistance	122,868				278,545			
2023/24 State Transit Assistance - SCO's Preliminary Estimate		1,073,881						
2023/24 State of Good Repair - SCO's Preliminary Estimate		369,690						
STA and SGR - Fund Balance Available for Allocation								
MCOG's Capital Reserve Fund - Balance Available for Transit								
Federal Transit Administration (FTA) Sec. 5311 Programs - CARES, CRRSAA, ARPA								
FTA Section 5311 Program - Annual Regional Apportionment								
2023/24 STIP Planning, Programming & Monitoring (PPM)			141,000					
2023/24 Rural Planning Assistance								
2023/24 State Active Transportation Program (ATP) - grants & carryover				319,000				
2022/23 Transportation Planning Program carryover								
Surface Transportation Block Grant Program			118,750	0				
HCD Regional Early Action Planning (REAP) Housing Funds - est. carryover					811,848			
SHOPP Complete Streets Program - SR-162 Corridor Multi-Purpose Trail								
Rural Counties Task Force - Membership Dues							38,500	
LTF Reserve:								
Audited 2021/22 LTF Unrestricted Balance	384,429							
Audited LTF Reserve Balance as of 6/30/2023	788,712							
Less Accounts Payable 2022/23 - audited	-327,342							
Less Withdrawal from Reserve to Cover Remaining 2022/23 Shortfall - audited	-266,047							
Subtotal - Reserve Cash Balance 12.31.2023	579,752							
Less LTF Reserve per Policy amended 8.14.2023 - 15% of Revised Est.	637,000							
Amount to Replenish Reserve in FY 2023/24 - revised	-57,248							
TOTAL REVENUES	4,338,138	1,443,571	259,750	319,000	7,025,686	1,090,393	38,500	15,220,500
								-57,248
ALLOCATIONS								
2023/24 Administration - inc. staffing contract at max. 7.3% COLA	559,626						38,500	699,242
Optional 2% Bicycle & Pedestrian - 2023/24 LTF Estimate less Admin. x .02	0							0
2023/24 Planning Overall Work Program (OWP)	141,479		141,000	319,000				
Temporary Reserves - LTF prior-year unallocated revenues requested for Planning OWP	29,135							
Carryover Funds - See OWP Summary	122,868		118,750	0				
Total Administration, Bike & Ped., and Planning	853,108	0	259,750	319,000	101,116	0	38,500	1,593,607
BALANCE AVAILABLE FOR TRANSIT	3,485,030	1,443,571	0	0	154,817	0	0	5,788,880
2023/24 Mendocino Transit Authority Claim - revised Oct. 20, 2023:								
MTA Operations	3,214,150	1,443,571						4,657,721
Unmet Transit Needs	50,000							50,000
Senior Centers Operations	681,249							681,249
Transit Planning								0
Capital Reserve Fund Contribution								0
Capital Program, MTA & Seniors Current Year		705,462						705,462
Capital Program, Long Term (Five Year Plan)		0						0
Total Transit Allocations	3,945,399	1,443,571	0	0	154,817	0	38,500	6,094,432
Other Allocations - RSTP for MCOG Partnership Fund					100,000			100,000
Other Allocations - RSTP for County & Cities Projects by Formula					621,848			621,848
Other Allocations - ATP Infrastructure Grants - SR162 Corridor Multi-Purpose Trail					2,672,000			2,672,000
Other Allocations - REAP for Admin, County & Cities Projects by Formula					348,736			348,736
Other Allocations - SHOPP Complete Streets for SR-162 Corridor Multi-Purpose Trail					3,828,000			3,828,000
TOTAL ALLOCATIONS	4,798,507	1,443,571	259,750	319,000	822,964	0	38,500	15,258,623
Balance Remaining for Later Allocation / Over-allocation - Draw from Reserve	-460,369	0	0	0	267,429	0	0	-38,123

MENDOCINO COUNCIL OF GOVERNMENTS

BOARD of DIRECTORS

RESOLUTION No. M2024-01

REVISING ALLOCATION OF FISCAL YEAR 2023/24 FUNDS and
2022/23 CARRYOVER FUNDS for ADMINISTRATION,
BICYCLE & PEDESTRIAN FACILITIES, PLANNING and RESERVES,
SUPERSEDING RESOLUTION #M2023-02

WHEREAS,

1. Mendocino Council of Governments (MCOG) is the designated Regional Transportation Planning Agency (RTPA) for Mendocino County;
2. The total 2023/24 Local Transportation Fund (LTF) revenue has been estimated at \$4,901,913 by the Mendocino County Auditor-Controller, less an estimated shortfall of \$185,956 from prior-year allocated LTF revenues, and the addition of various other funds carried over;
3. *A revised LTF estimate was received from the Acting Mendocino County Auditor-Controller on January 18, 2024 in the amount of \$4,243,383, a decrease of \$658,530 from the original budget estimate of \$4,901,913; the Executive Committee recommended staff's "Option A" of three options, including updated data for a fourth 2023/24 Budget Amendment, as reflected in this revised Resolution;*
4. ~~The LTF Reserve fund balance available for allocation is \$775,595, and the 2021/22 fiscal audit identified a surplus of Local Transportation Funds at \$384,429; the Executive Committee recommended setting aside \$735,000 of these combined amounts for the FY 2023/24 LTF Reserve fund balance (at least five percent of the County Auditor-Controller's fund estimate according to policy), and to release for allocation the remaining \$425,024 at December 31, 2023 is \$579,752; the fund balance is recalculated at 15 percent of the revised LTF estimate or \$637,000, requiring \$57,248 to replenish the LTF Reserve; this fund balance shall cover an estimated over-allocation of \$460,369, leaving an estimated Reserve balance of \$176,632 at fiscal year end;~~
5. Total revenue from all LTF sources available for allocation is estimated at ~~\$5,170,116~~ **4,338,138**; other funding sources include Surface Transportation Block Grant (STBG) program, Service Authority for Freeway Emergencies (SAFE), and grants;
6. SAFE funds are documented in a separate budget and financial plan, referenced in exhibits to this resolution to conform with MCOG's staffing contracts;
7. Dow & Associates shall have the management responsibility for the 2023/24 overall approved Administration budget of up to \$660,741 (Total Administration \$705,996 less SAFE contract \$45,255), attached and incorporated herein as **Exhibit A**, which includes contracts for professional services and other direct costs; the Dow & Associates contract funding is summarized in **Exhibit C**;
8. Dow & Associates shall have the management responsibility to collect up to \$38,500 of 2023/24 Rural Counties Task Force dues, available to claim reimbursement for actual direct costs related to the Chair's duties, up to the available amount of dues revenue as in **Exhibit C**;

9. Dow & Associates shall have the management responsibility for Surface Transportation Block Grant Program funds for a Regional Project Manager or equivalent staff position, also referred to as Local Assistance-Project Delivery, as approved in its contract, identified in **Exhibits A and C**;
10. Dow & Associates shall have the management responsibility for Active Transportation Program state grants for the SR 162 Corridor Multipurpose Trail in Covelo, Phases I and II at an estimated \$6,500,000 carried over;
11. Davey-Bates Consulting shall have the management responsibility for the 2023/24 approved Overall Work Program (OWP) as amended and transportation planning and related projects, a budget summary of which is attached and incorporated herein as **Exhibit B**, in the amount of \$659,364; the Davey-Bates Consulting contract funding is summarized in **Exhibit D**;
12. The Planning allocation to the 2023/24 Overall Work Program, for transportation planning and related projects, will be provided from 2023/24 LTF revenues, reallocation of prior year local carryover funds, state and federal sources; and
13. Dow & Associates and Davey-Bates Consulting shall be responsible for providing grant administration and management of Regional Early Action Planning (REAP) funds from California Department of Housing and Community Development (HCD), as identified in **Exhibits C and D** and allocated by separate budget resolution; and
14. Allocation for Bicycle & Pedestrian facilities are allowable at no more than two percent (2%) of the LTF funds remaining after allocation for Administration; ~~\$86,846~~ **\$0 (zero dollars)** shall be allocated for 2023/24; therefore, be it

RESOLVED, THAT:

1. MCOG hereby allocates available revenues for FY 2023/24 as follows.

USE	AUTHORITY	SOURCE	FISCAL YEAR	AMOUNT	TOTALS
101116MCOG Administration	PUC Sec. 99233.1	LTF	2023/24	559,626	559,626
	Surface Transportation Block Grant Program (STBG)	MCOG Local Assistance – Project Delivery	2023/24	101,116	101,116
	PUC Sec. 99233.2	Rural Counties Task Force Dues and Direct Costs	2023/24	38,500	38,500
	SB99/AB101 of 2013 - CA Transportation Commission	Active Transportation Program (ATP) Infrastructure Grants <i>and Caltrans SHOPP</i>	2022/23	6,500,000	6,500,000
Bicycle & Pedestrian Facilities	PUC Sec. 99233.3	LTF	2023/24	86,846 0	86,846 0
Planning Overall Work Program (OWP)	CCR Sec. 99233.2	LTF	2023/24	141,479	264,347
			2022/23	122,868	
	TDA, CCR Sec. 6655.1	LTF Temp. Reserves	2016/17	29,135	29,135

	Senate Bill 45	Planning, Programming & Monitoring (PPM)	2023/24	141,000	259,750
			2022/23	118,750	
	State Highway Account (SHA)	Rural Planning Assistance (RPA)	2023/24	319,000	319,000
	State Highway Account (SHA)	Sustainable Transportation Grant	2022/23	22,133	22,133
			Subtotal OWP	894,365	
			Total Allocations		8,180,453 8,093,607

2. ~~Any amendment~~ **Amendments** to the Overall Work Program approved by MCOG’s Board of Directors ~~may result~~ **have resulted** in a revised OWP budget (**not reflected in this resolution**).

ADOPTION OF THIS RESOLUTION was moved by Director _____, seconded by Director _____, and approved on this 4th of March, 2024, 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

 MCOG Chair

Local Transportation Fund 2023/24 Budget Options for MCOG Executive Committee - February 13, 2024
 Prep'd by J. Orth with N. Barrett

	Amended Nov 2023	Revised Est. Jan 2024	Option A Staff Recommendation	Option B Allocation Cuts	No Action/Status Quo Adopted Policy
REVENUES					
LTF Estimate	4,901,913	4,901,913			
Anticipated Shortfall	-185,956	-658,530 or 13.4%			
Net Estimate	4,715,957	4,243,383			
Shortfall Reversed	185,956				
Budget Estimate	4,901,913	4,243,383	4,243,383	4,243,383	4,243,383
Prior-year Unallocated	29,135	29,135	29,135	29,135	29,135
Planning Carryover	122,868	122,868	122,868	122,868	122,868
Reserve Calculation:					
Audited 21/22 Surplus	384,429	384,429			
Audited 21/22 Reserve	1,212,745	1,212,745			
Avail. 22/23 Allocation	-437,150	-437,150			
22/23 Shortfall Covered	-593,588	-593,588			
Subtotal	566,436	566,436	579,752	579,752	579,752
Reserve at 15%	735,000	735,000	637,000	637,000	735,000
23/24 Due To Reserve	-168,564	-168,564	-57,248	-57,248	-155,248
TOTAL REVENUES	4,885,352	4,226,822	4,338,138	4,338,138	4,240,138
Reserve Bal 12/31/2024:					
			579,752	579,752	579,752
			637,000	637,000	735,000
			-57,248	-57,248	-155,248
			4,338,138	4,338,138	4,240,138
ALLOCATIONS					
MCOG Admin/B&P/Plan	939,953	939,953	853,107	853,107	939,953
MTA Operations	3,214,150	3,214,150	3,214,150	2,998,802	3,214,150
Unmet Transit Needs	50,000	50,000	50,000	50,000	50,000
Senior Centers	681,249	681,249	681,249	681,249	681,249
Total Transit Claim	3,945,399	3,945,399	3,945,399	3,730,051	3,945,399
Total Allocations	4,885,352	4,885,352	4,798,506	4,583,158	4,885,352
Over/Under Allocated	0	-658,530	-460,368	-245,020	-645,214
Draw Shortfall from Reserve			637,000	637,000	735,000
New Reserve Balance			176,632	391,980	89,786

Option A recalcs Reserve balance to 15% of Revised Estimate and cuts Bike & Ped 2% allocation of 86,846	Option B recalcs Reserve balance, cuts B&P, and cuts MTA Ops by 6.7% (half of 13.4% shortfall rate) or \$215,348
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MENDOCINO COUNCIL OF GOVERNMENTS

Agenda #18d
Reports
MCOG Meeting
3/4/2024

STAFF REPORT

TITLE: Summary of Meetings

DATE PREPARED: 2/26/2024

SUBMITTED BY: Janet Orth for Jody Lowblad, Administrative Assistant

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

Date	Meeting/Event	Staff
Feb 2	Redwood Coast Energy Authority (RCEA) check-in re RuralREN	Barrett, Davey-Bates, Orth
Feb 5	Blue Zones Steering Committee meeting	Barrett
Feb 6	Active Transportation Program (ATP) Central region workshop	Ellard
Feb 7-9	CALCOG Annual Regional Leadership Forum in Monterey	Orth & Ellard
Feb 7	CALCOG Board meeting (remote)	Barrett
Feb 7	Local Transportation Climate Adaptation Program (LTCAP) Cycle 2 Guidelines Workshop	Barrett
Feb 12	Gualala Downtown Streetscape meeting with Caltrans	Barrett & Sookne
Feb 13	MCOG Executive Committee meeting	Barrett, Davey-Bates, Orth
Feb 13	RuralREN (Regional Energy Network) check-in with southern partners	Barrett & Davey-Bates
Feb 13	Mendocino Transit Authority (MTA) Ukiah Transit Center meeting	Barrett & Ellard
Feb 14	CARB Sustainable Transportation Equity Project (STEP) Grant debrief	Ellard
Feb 14	Mendocino Transit Authority (MTA) Ukiah Transit Center meeting	Barrett, Ellard & Sookne
Feb 15	Strategic Highway Safety Plan (SHSP) Steering Committee meeting	Barrett
Feb 16	Mendocino County DOT meeting	Villa
Feb 16	SB 1121 Needs Assessment Technical Workshop	Barrett
Feb 21	MCOG Technical Advisory Committee (TAC) meeting	Barrett, Ellard, Rodriguez
Feb 23	CTC Fort Bragg Town Hall planning meeting w/partner agencies	Barrett, Orth, & Ellard
Feb 23	Covelo Trail Project Development Team (PDT)	Barrett, Sookne & Villa
Feb 23	Update/Expand Local Road Safety/Action Plans meeting with TJKM	Barrett & Ellard
Feb 26	Caltrans Recreational Trails Technical Advisory Group (TAG) meeting	Barrett & Ellard
Feb 27	Caltrans Quarterly Local Assistance Day	<i>pending</i>
Feb 27	RuralREN check-in with AMBAG	Barrett, Davey-Bates, Orth
Feb 28	National Center for Rural Road Safety presentation	Barrett & Sookne
Feb 28	Mendocino Transit Authority (MTA) Ukiah Transit Center presentation	Ellard & Sookne
Feb 28	Local Road Safety/Action Plans bi-weekly meeting	Barrett & Ellard
Feb 29	MCOG Executive Committee budget meeting	Barrett & Orth
Feb 29	RuralREN check-in with RCEA	Barrett, Orth, Davey-Bates
Feb 29	Redwood Region RISE meeting	Barrett
Feb 29	North State Street Project Development Team (PDT) meeting	Sookne
Feb 29	CALCOG Directors Association (CDAC) meeting	Barrett
Mar 1	CA Road Charge Technical Advisory Committee (TAC) meeting	<i>pending</i>

We 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.