



MENDOCINO COUNCIL OF GOVERNMENTS

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NEPHELE BARRETT, EXECUTIVE DIRECTOR

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AGENDA

Monday, March 7, 2022 at 1:30 p.m.

Teleconference

Zoom videoconference link provided to Council members and 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: 838 2432 6231 Passcode: 596145

Additional Media

For live streaming and later viewing:

<https://www.youtube.com/>, search for Mendocino County Video, or

[YouTube link at http://www.mendocinocog.org](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: This meeting of the Mendocino Council of Governments will be conducted by teleconference (audio and video) and not available for in-person public participation, pursuant to the Assembly Bill 361, Brown Act: Remote Meetings During a State of Emergency. In order to minimize the risk of exposure to COVID-19, the public may participate in lieu of personal attendance in several ways. Since opportunities during the meeting are limited, we encourage submitting comments in advance.

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

Thanks to all for your interest and cooperation.

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

1. Call to Order and Roll Call
2. Convene as RTPA
3. 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.

4. Adoption of Resolution No. M2022-04 Making Continued Findings Pursuant to Assembly Bill 361 to Conduct Public Meetings Remotely for MCOG's Legislative and Advisory Bodies During the COVID-19 State of Emergency
5. Approval of February 7, 2022 Minutes

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

6. Participation is welcome in Council meetings. Comments will be limited to three minutes per person and not more than ten minutes per subject, so that everyone can be heard. "Public Expression" time is limited to matters under the Council's jurisdiction that may not have been considered by the Council previously and are not on the agenda. No action will be taken. Members of the public may comment also during specific agenda items when recognized by the Chair.

REGULAR CALENDAR

7. Covelo Trail Ad Hoc Committee Recommendations of February 25, 2022: Approval of Additional Allocation from Surface Transportation Block Grant (STBG) Partnership Funding Program for Covelo SR 162 Corridor Multi-Purpose Trail Project to Accommodate Extension of Professional Services Agreement with Right-of-Way Consultant
8. Adoption of Resolution No. M2022-___* Authorizing the Executive Director to Execute Applications and Agreements Required to Process Documentation for the Covelo SR 162 Corridor Multi-Purpose Trail Project to the Bureau of Indian Affairs
9. Executive Committee Recommendations of February 28, 2022:
 - a. Approval of Extensions to Professional Services Agreements through September 30, 2023
 - i. Administration & Fiscal Services – Dow & Associates
 - ii. Planning Services – Davey-Bates Consulting (DBC)
 - b. Draft FY 2022/23 Regional Transportation Planning Agency (RTPA) Budget - *No Action*

RATIFY ACTION

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

REPORTS

11. Reports – Information – *No Action*
 - a. Caltrans District 1 – Projects Update and Information
 - b. Mendocino Transit Authority
 - c. North Coast Railroad Authority
 - d. MCOG Staff - Summary of Meetings
 - e. MCOG Administration Staff
 - i. Miscellaneous
 - ii. Next Meeting Date – Monday, April 4, 2022
 - f. MCOG Planning Staff
 - i. 2022 Regional Transportation Plan & Active Transportation Plan - Final Adopted
 - ii. Feasibility Study - Mobility Solutions for Rural Communities of Inland Mendocino County – *verbal report*
 - iii. Local Road Safety Plans Update – *verbal report*
 - iv. Miscellaneous
 - g. MCOG Directors
 - h. California Association of Councils of Governments (CALCOG) Delegates

ADJOURNMENT

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

POSTED 3/2/2022

* Next Resolution Number: M2022-05

MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 4
Consent
MCOG Meeting
3/07/2022

BOARD of DIRECTORS

RESOLUTION No. M2022-04

MAKING CONTINUED FINDINGS PURSUANT TO ASSEMBLY BILL 361
TO CONDUCT REMOTE PUBLIC MEETINGS FOR MCOG'S
LEGISLATIVE AND ADVISORY BODIES
DURING THE COVID-19 STATE OF EMERGENCY

WHEREAS,

1. The Mendocino Council of Governments (MCOG) is committed to preserving and fostering public access and participation in its meetings, as required by the Ralph M. Brown Act (Cal. Government Code 54950 – 54963), which makes provisions for remote teleconferencing participation in meetings by members of a legislative body, subject to the existence of certain conditions;
2. A state of emergency was proclaimed by Governor's Executive Order N-33-20 on March 4, 2020, addressing the threat of the COVID-19 pandemic, and remains in effect with certain modifications added since the original order, as part of a phased rollback of Executive Orders in response to the pandemic;
3. On September 16, 2021, the Governor signed into law AB 361, an urgency measure, that provides flexibility to government bodies, allowing them to meet virtually without conforming to the Brown Act teleconferencing rules during a declared state of emergency if: (a) State or local officials have imposed or recommended measures to promote social distancing, (b) the legislative body is meeting to determine whether, as a result of the emergency, meeting in person presents imminent risks to the health or safety of attendees, or (c) the legislative body has determined that meeting in person would present imminent risks to the health or safety of attendees; Executive Order N-1-22 extended AB 361 through March 31, 2022;
4. In recent months, the Omicron variant has surged in the United States and become the predominant COVID-19 variant, accounting for the majority of infections and hospitalizations, believed by medical experts to be two to four times more infectious than the Delta variant, which data has shown to have increased transmissibility even among some vaccinated people; this surge arrived later to Mendocino County than other areas of California;
5. The Mendocino County Health Officer's order dated February 10, 2022, states that "the County's reported cases and case positivity has not fallen to the levels prior to the onset of the Omicron and Delta variants. The County continues to be an area, defined by the Centers for Disease Control (CDC), with High Community Transmission risk," noting concerns with hospitalization and ICU rates and an Omicron sub-variant;
6. Due to the uncertainty and concerns about these current conditions, the Mendocino County Supervisors continue to meet remotely and not in their regular board chambers where MCOG typically has convened its meetings, and numerous state and local agencies' personnel, including Caltrans, continue to work from separate remote locations;

7. Given the heightened risks of the predominant variant of COVID-19 in the community, holding meetings with all members of the legislative body, staff, and the public in attendance in person in a shared indoor meeting space would pose an unnecessary and immediate risk to the attendees;
8. These virtual meetings have not diminished the public's ability to observe and participate and have expanded opportunities to do so for some communities, and MCOG continues to provide for public access to its remote meetings; and
9. On October 4, 2021, MCOG's Board of Directors made findings of fact by Resolution #M2021-12 including additional background and pertinent details; therefore, be it

RESOLVED, THAT:

- The Mendocino Council of Governments adopts the recitals set forth above as findings of fact.
- MCOG has reconsidered circumstances of the state of emergency.
- MCOG hereby determines that the state of emergency continues to directly impact the ability of the members to meet safely in person.
- In accordance with AB 361, based on the findings and determinations herein, meetings of MCOG's legislative and advisory bodies will be held remotely by virtual means, suspending Brown Act teleconferencing rules while providing for all feasible means of public participation.
- This resolution shall be effective upon adoption and remain in effect until MCOG's next regular board meeting on March 7, 2022, when MCOG shall consider renewing its findings by subsequent resolution, in accordance with AB 361.

ADOPTION OF THIS RESOLUTION was moved by Director _____, seconded by Director _____, and approved on this 7th day of March, 2022, by the following roll call vote:

AYES:

NOES:

ABSTAINING:

ABSENT:

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

ATTEST: Nephele Barrett, Executive Director

Dan Gjerde, Chair

MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 5
Consent
MCOG Meeting
3/07/2022

MINUTES

Monday, February 7, 2022

Teleconference Only

Pursuant to Brown Act and Assembly Bill 361

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

1. Call to Order / Roll Call. The meeting was called to order at 1:36 p.m. with Directors Jim Brown, John Haschak, Tess Albin-Smith, Tatiana Ahlstrand (Caltrans/PAC), and Dan Gjerde present by Zoom teleconference; Chair Gjerde presiding. Director Scott Ignacio was excused by prearrangement; Director Greta Kanne absent. [Clerk's note: the Public Appointee seat was vacant.]

Staff present: Nephele Barrett, Executive Director; Janet Orth, Deputy Director & CFO; Loretta Ellard, Deputy Planner; Lisa Davey-Bates, Transportation Planner; James Sookne, Program Manager; and Danielle Casey, Program Coordinator.

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

2. Adoption of Resolution Making Continued Findings Pursuant to Assembly Bill 361 to Conduct Public Meetings Remotely for MCOG's Legislative and Advisory Bodies During the COVID-19 State of Emergency. Upon motion by Albin-Smith, second by Brown, and carried unanimously on roll call vote (*4 Ayes – Brown, Albin-Smith, Haschak, and Gjerde; 0 Noes; 0 Abstaining; 2 Absent – Kanne and Ignacio*): IT IS ORDERED that the following resolution is adopted.

Resolution No. M2022-01

Making Continued Findings Pursuant to Assembly Bill 361
to Continue Public Meetings Remotely
for MCOG's Legislative and Advisory Bodies
During the COVID-19 State of Emergency
[Reso. #M2022-01 is incorporated herein by reference]

3. Election of Officers – Chair and Vice Chair. Deputy Director Orth introduced this item, and conducted the election by the usual method, consistent with Robert's Rules of Order. She opened the nominations for the office of Chair; Director Gjerde was nominated. With no further nominations, nominations were closed for the office of Chair.

Upon motion by Brown, second by Albin-Smith, and carried unanimously on roll call vote (*4 Ayes – Brown, Albin-Smith, Haschak, and Gjerde; 0 Noes; 0 Abstaining; 2 Absent*): IT IS ORDERED that **Director Gjerde is re-elected Chair.**

Nominations were opened for the office of Vice Chair; Director Ignacio was nominated. With no further nominations, nominations were closed for the office of Vice Chair.

Upon motion by Haschak, second by Albin-Smith, and carried unanimously on roll call vote (*4 Ayes – Brown, Albin-Smith, Haschak, and Gjerde; 0 Noes; 0 Abstaining; 2 Absent*): IT IS ORDERED that that **Director Ignacio is re-elected Vice Chair.**

4. Convene as RTPA**5. Recess as RTPA – Reconvene as Policy Advisory Committee**

6 - 7. Consent Calendar. Upon motion by Haschak, second by Brown, and carried unanimously on roll call vote (5 Ayes – Brown, Albin-Smith, Haschak, Ahlstrand/PAC, and Gjerde; 0 Noes; 0 Abstaining; 2 Absent): IT IS ORDERED that consent items are approved.

6. Approval of December 6, 2021 Minutes - as written**7. Appointments to Social Services Transportation Advisory Council (SSTAC)**

- *Jacob King, Mendocino Transit Authority, for “Representative of local Consolidated Transportation Services Agency” – reappointed through April 2025*
- *Christine Sookne, Redwood Coast Regional Center, for “Local social service provider for persons of limited means” – appointed through April 2023*

8. Public Expression. None.

9. Technical Advisory Committee (TAC) Recommendations of November 17, 2021 – continued from December 6, 2021: Public Hearing: Consideration and Finding of Negative Declaration of Environmental Impact, followed by Possible Adoption of Resolution Approving the 2022 Mendocino County Regional Transportation Plan (RTP) & Active Transportation Plan (ATP). Executive Director Barrett announced this was a previously noticed and continued hearing.

The TAC had recommended approval of the draft RTP & ATP and Negative Declaration at their November meeting. Deputy Planner Ellard summarized changes made to the document according to board direction at the December Council meeting (refer to written staff report). The revised Proposed Final plan was posted on MCOG’s website. The time extension allowed staff to consider how best to address public comments received. Additions were made as requested by Chair Gjerde following a meeting with legislators on the federal infrastructure bill, to ensure that future electric vehicle charging projects would qualify for new federal funds. Staff also reported an error in the Willits map, which would be corrected and posted in the appendix.

The Chair invited public comments. Mr. Dave Shpak thanked the board and staff for including his comments as best as could be done given constraints of the document, and expressed appreciation for several people involved in certain projects, and for the work that went into developing the plan. The hearing was closed at 1:52 p.m.

In board discussion, Director Gjerde thanked staff for making the last-minute revisions to strengthen positioning for electric transportation investments. Director Haschak agreed the changes presented today reflected board discussion and make a better document.

Upon motion by Haschak, second by Brown, and carried unanimously on roll call vote (5 Ayes – Brown, Albin-Smith, Haschak, Ahlstrand/PAC, and Gjerde; 0 Noes; 0 Abstaining; 2 Absent): IT IS ORDERED that MCOG finds there is no substantial evidence that adoption of the 2022 Regional Transportation Plan and Active Transportation Plan will have a significant effect on the environment and the CEQA Document – Initial Study/Negative Declaration is approved.

Upon motion by Haschak, second by Brown, and carried unanimously on roll call vote (5 Ayes – Brown, Albin-Smith, Haschak, Ahlstrand/PAC, and Gjerde; 0 Noes; 0 Abstaining; 2 Absent): IT IS ORDERED that the following resolution is adopted.

Resolution No. M2022-02

Adopting the 2022 Mendocino County Regional Transportation Plan
and Active Transportation Plan

(Reso. #M2022-02 is incorporated herein by reference)

10. Public Hearing: Unmet Transit Needs for Fiscal Year 2021/22 – Including Social Services Transportation Advisory Council (SSTAC) Recommendations of January 12, 2022.

Deputy Director Orth reported proof of publication of the legal notice from Ukiah Daily Journal, published on January 7, included in the agenda packet. Additional outreach included three other local newspapers, MCOG's website and email to two lists of subscribers and interested parties.

Upon motion by Haschak, second by Brown, and carried unanimously on roll call vote (5 Ayes – Brown, Albin-Smith, Haschak, Ahlstrand/PAC, and Gjerde; 0 Noes; 0 Abstaining; 2 Absent): IT IS ORDERED that this public hearing on 2022/23 Unmet Transit Needs was properly noticed.

The Chair opened the public hearing at 1:58 p.m. Ms. Orth gave a summary of the annual process starting with the January 12 SSTAC unmet transit needs workshop and submitted as testimony a list of 17 identified needs, including five from the group and 12 from Mendocino Transit Authority (MTA) public outreach throughout the past year. Additionally, staff submitted a letter received from Westport Municipal Advisory Council requesting consideration of “restoring some level of public transit between Fort Bragg and Westport.”

The Chair invited public comment. Dave Shpak of Gualala, noting the Gualala Downtown Streetscape project would include public transit stops downtown along the state highway route, submitted that rather than locating a bus stop directly in the corridor where shelter, convenience and visibility are lacking, those stops should be located off-highway with access to amenities such as shopping and services, as the safest and best option.

With no further testimony received, Chair Gjerde asked about the expected timeline for MTA's analysis; it would be received in late March and move through committees, ending with board action in June. Ms. Orth then reviewed staff's recommended action.

The public hearing was closed at 2:03 p.m.

Director Brown moved the staff recommendation, seconded by Haschak. **Discussion on the motion:** clarification of what is included on the list. **The motion carried** unanimously on roll call vote (5 Ayes – Brown, Albin-Smith, Haschak, Ahlstrand/PAC, and Gjerde; 0 Noes; 0 Abstaining; 2 Absent): IT IS ORDERED that MCOG receives as testimony all needs submitted by the Social Services Transportation Advisory Council (SSTAC), Mendocino Transit Authority (MTA), written testimony, and verbal testimony heard in the public hearing; 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.

Staff further reported an additional SSTAC recommendation to develop a Ukiah area transit center or hub. MTA Executive Director Jacob King briefly discussed initial plans with Caltrans of interregional routes to include Ukiah as one of the hubs where various multimodal transportation services could meet.

11. Technical Advisory Committee (TAC) Recommendations of January 19, 2022:

Approval of Resolution Adopting First Amendment to 2022 Regional Transportation Improvement Program (RTIP).

Program Manager Sookne reported status of the RTIP. City of Fort Bragg requested that the implementing agency be changed from the City to Caltrans for its South Main Street Bicycle & Pedestrian Access Project. Caltrans has an overlapping project and this would result in efficiency, cost savings and less disruption of the corridor during construction. Additionally, Caltrans requested construction funds to be reprogrammed from FY 2022/23 to 2023/24. The TAC recommended these amendments.

Upon motion by Haschak, second by Ahlstrand, and carried unanimously on roll call vote (5 Ayes – Brown, Albin-Smith, Haschak, Ahlstrand/PAC, and Gjerde; 0 Noes; 0 Abstaining; 2 Absent): IT IS ORDERED that the following resolution is adopted.

Resolution No. M2022-03

Adopting the First Amendment to the 2022 Regional
Transportation Improvement Program (RTIP)
[Reso. #M2022-03 is incorporated herein by reference]

[#12 and #14 were taken out of agenda order pending availability of the presenter.]

13. Annual Appointments to Standing Committees

- a. Executive Committee. According to MCOG bylaws, the Chair and Vice Chair are members of this committee with addition of a third member reflecting a county-city balance. Director **Albin-Smith** agreed to continue as the third member of the Executive Committee.
- b. Transit Productivity Committee. According to the bylaws, appointments are made by the Chair. Chair Gjerde again appointed **himself and Director Brown**.
- c. California Association of Councils of Governments (CALCOG). Director **Albin-Smith** agreed to continue as the delegate, with Director **Haschak** continuing as alternate.

Upon motion by Brown, second by Haschak, and carried unanimously on roll call vote (5 Ayes – Brown, Albin-Smith, Haschak, Ahlstrand/PAC, and Gjerde; 0 Noes; 0 Abstaining; 2 Absent): IT IS ORDERED that the Council approves the above slate of committee appointments.

15. Reports - Information

- a. Caltrans District 1 – Projects Update and Information. Director Ahlstrand reported delay of a community meeting on the Hopland ADA project due to some staffing turnover; the meeting will be rescheduled. The Clean California grant opportunity has closed, and she hoped to have an announcement of awards by March 1. It was also noted that Caltrans will move forward with two Caltrans-implemented projects in Mendocino County, first in Boonville and the second year in downtown Covelo.
- b. Mendocino Transit Authority. There was no news to report.
- c. North Coast Railroad Authority. Director Haschak reported a meeting on January 24 including closed session items. The final meeting as NCRA is approaching, before converting to the Great Redwood Trail Authority. Board membership will be the same as for NCRA.
- d. MCOG Staff - Summary of Meetings. Ms. Barrett referred to the written report.
- e. MCOG Administration Staff
 - i. *Status of Covelo SR 162 Corridor Multi-Purpose Trail Project*. Ms. Barrett noted there had been concerns with meeting a critical deadline but was now happy to report that the right-of-way certification was completed and construction funding allocated by the CTC. Director Haschak thanked staff for attending the Round Valley Municipal Advisory Council meeting and for keeping the public informed, as they are enthused about the project. Ms. Barrett appreciated the community for their support and noted plans for some public art on the trail.
 - ii. *50th Anniversary of MCOG – 2022 Recognition/Celebration*. Administration staff offered a few ideas to recognize the occasion and educate the community about MCOG's role.
 - iii. *Miscellaneous*. Ms. Orth made a brief financial report, noting the Fiscal Year 2020/21 audit is underway, 2021/22 sales tax revenues are coming in 7.5 percent above the budget estimate for the year to date, and 2022/23 budget development will begin in February with the Executive Committee meeting.

Ms. Barrett expressed gratitude to all of the staff who worked on the Regional Transportation Plan, which is one of MCOG's largest in-house projects and guides planning for the next four years.

iv. *Next Meeting Date.* Monday, March 7, 2022.

12. Regional Energy Network Ad Hoc Committee Recommendations of January 21, 2022. Ms. Barrett briefly summarized her written report of recent activity, then introduced Stephen Kullmann, Director of Demand Side Management, Redwood Coast Energy Authority (RCEA).

- a. Presentation by Redwood Coast Energy Authority – Information. Mr. Kullman gave a slide presentation on Becoming a Rural Regional Energy Network (REN), covering background on the several entities working to form the RuralREN, advantages of a REN, a map of participating rural organizations in California, and a five-year \$96 million budget of six partners and seven programs to be administered by RCEA. MCOG and the Lake Area Planning Council, as late comers, would be able to participate as subcontractors initially, with the intent to join as full partners when feasible. He overviewed REN programs and next steps, with the final business plan filing due March 4, 2022, to begin operations in January 2023 on approval of the California Public Utilities Commission. Questions and brief discussion followed. Ms. Barrett reported letters of support received from MCOG member agencies to date; Director Brown reported a letter on its way from City of Ukiah.

The Chair invited public comment. Eileen Mitro of Ukiah expressed support for joining a REN and asked whether letters of support from community organizations would be of interest. Staff noted order of priority, and Mr. Kullmann affirmed that more letters would be welcome. Ms. Mitro asked about incentives and technical support for energy efficiency and installing electric vehicle (EV) charging stations. Mr. Kullman explained that in California energy and transportation programs are managed through separate agencies, although that is beginning to change due to overlapping conditions. This could be applicable where the REN might provide support to research and apply for funding, but not otherwise be involved with EV infrastructure through the REN. Director Gjerde reported a current state grant opportunity for EV chargers and suggested collaboration with RCEA in a multi-county proposal.

- b. Approval of Memorandum of Understanding to Participate in RuralREN Program – Action. **Upon motion** by Brown, second by Haschak, and carried unanimously on roll call vote (*5 Ayes – Brown, Albin-Smith, Haschak, Ahlstrand/PAC, and Gjerde; 0 Noes; 0 Abstaining; 2 Absent*): IT IS ORDERED that, as recommended by the climate ad hoc committee, the Memorandum of Understanding between Mendocino Council of Governments, Lake Area Planning Council, and Redwood Coast Energy Authority to Provide Regional Energy Network Programs is approved and the Executive Director is authorized to sign the MOU.

The Chair resumed the Reports agenda.

- f. MCOG Planning Staff
- i. *Feasibility Study - Mobility Solutions for Rural Communities of Inland Mendocino County.*
Ms. Ellard hoped to have more to report at the next meeting on this grant-funded project.
 - ii. *Miscellaneous.* None.
- g. MCOG Directors. Director Gjerde appreciated that MCOG continues to take on new priorities. There were no further reports.
- h. California Association of Councils of Governments (CALCOG) Delegates. No report.

14. Recess as Policy Advisory Committee – Reconvene as RTPA – Ratify Action of Policy Advisory Committee. Upon motion by Albin-Smith, second by Haschak, and carried unanimously on roll call vote (*4 Ayes – Brown, Albin-Smith, Haschak, and Gjerde; 0 Noes; 0 Abstaining; 2 Absent*): IT IS ORDERED that the actions taken by the Policy Advisory Committee are ratified by the MCOG Board of Directors.

16. Adjournment. The meeting was adjourned at 2:56 p.m.

Submitted: NEPHELE BARRETT, EXECUTIVE DIRECTOR

By Janet Orth, Deputy Director



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 7
Regular Calendar
MCOG Meeting
3/07/2022

STAFF REPORT

TITLE: Proposed Additional STBG Partnership Program
Funding for SR 162 Covelo Multi-Purpose
Trail Project

DATE PREPARED: 02/25/22
MEETING DATE: 03/07/22

SUBMITTED BY: Nephele Barrett, Executive Director

BACKGROUND: The Covelo SR 162 Multi-Purpose Trail Project will construct a Class I multi-purpose trail parallel to State Highway 162, a distance of approximately 1.5 miles through the community of Covelo, plus an east-west portion of the trail approximately 0.5 mile in length.

We reached our right of way certification milestone for this project on January 19, 2022, in time to allocate the construction funds at the January California Transportation Commission meeting. However, reaching that milestone was no small feat. I've reported at previous meetings on the challenges we've faced since the beginning of this project. Our biggest challenges related to right of way acquisition all stemmed from the changed and enhanced role of Caltrans in that process. The change, although ultimately necessary, added significantly to the project schedule as well as the work to be performed by staff and BRI, our right of way consultant on the project. We were left with very little time to achieve all of the necessary steps to certify right of way by the deadline. In the weeks leading up to the January CTC meeting, our right of way agent with BRI, Pete Feild, worked some miracles, and we wouldn't be moving forward with the project now without all of his efforts.

Unfortunately, all that now means that we need to consider increasing the MCOG funding on this project to accommodate an amendment to add budget and time to the contract with BRI to allow for remaining, needed work. The attached table shows the proposed amendment from BRI, with a breakdown of added costs across tasks. The total proposed increase is \$61,870 to the current contract amount of \$155,358. Although this is a significant increase, there's no denying that BRI has had to do more than originally planned on this project, and that it has taken longer than anticipated. They are also proposing to extend the terms of the agreement through June 30, 2023. The remaining work and schedule is necessary to complete the project, as there is still quite a bit of work to do, and minor right of way needs could continue through the start of construction.

Although MCOG policies and procedures don't require Board approval for individual contracts, this proposed amendment exceeds the MCOG funding currently allocated to the project for right of way support. Right of way funds previously allocated to the project from the Active Transportation Program and STBG/Partnership Program have been fully committed, with the exception of about \$3,000. Remaining right of way funds from the Complete Streets program are for acquisition (payments to property owners), and therefore, not available for this contract amendment.

Staff proposes an additional allocation from MCOG's Partnership Program funds to cover the contract increase. The Partnership Program currently has an unexpended/uncommitted balance of \$549,679, so it can easily cover this amendment. Partnership Program funds have previously been approved for the project for a portion of the design contract and the plant propagation contract required as mitigation.

The Covelo Trail ad hoc committee has considered this matter and recommended that the MCOG Board approve this allocation in order to allow the contract amendment, recognizing the necessity of the remaining work. Staff also recommends approval.

ACTION REQUIRED: Take action on the proposed allocation of \$61,870 from the STBG Partnership Program in order to allow an amendment to the Agreement for Professional Services with Bender, Rosenthal, Inc.

ALTERNATIVES: Delay action or do not approve the allocation (not recommended as it will prevent or delay further needed right of way support activities).

RECOMMENDATION: The Covelo Trail ad hoc committee and staff recommend that the MCOG Board approve an additional allocation of \$61,870 from the Surface Transportation Block Grant (STBG) Partnership Program in order to accommodate an amendment to the Agreement for Professional Services with Bender, Rosenthal, Inc., to provide for remaining right of way tasks and extend the agreement through June of 2023.

**Proposed Amendment to Agreement For Professional Services
Between MCOG and BRI
Extend Contract from July 1, 2022 to June 30, 2023**

#	Phase/Task/Item	Estimated Hours	Rate Or Lump Sum	Amount to Increase Line Item
1	Phase 1 & 2 Project Management: Prepare CCW table for GHD Tracking Table for RW Comp. Prepare RE Pending File PDT Meetings- 2/22 – 2/23	5 hours 5 hours 5 hours 1.5 hrs. ea. x 20= 30 hours	\$158. \$158. \$158. \$158.	\$790. \$790. \$790. \$4,740.
2	Phase 1 Increase to Contract Amount		\$500.	\$500.
3	Appraisal Services Increase to Contract Amount		\$100.	\$100.
4	Appraisal Review Increase to Contract Amount		\$1,300.	\$1,300.
5	Acquisition Increase to Contract Amount		\$8,000.	\$8,000.
6	Acquisition- Dewey-White 13201 Inc. Contract Amount	50 hours	\$158.	\$7,900.
7	Acquisition – Kruger 13197 Increase Contract Amount	40 hours	\$158.	\$6,320.
8	Acquisition- BIA 13200 Increase Contract Amount	20 hours	\$158.	\$3,160.
9	Phase 2 Appraisal Services Increase to Contract Amount		\$100.	\$100.
10	Appraisal Review Increase to Contract Amount		\$50.	\$50.
11	Acquisition- BIA 13203, 13289, 13205 Increase to Contract Amount	60 hours	\$158.	\$9,480.
12	Acquisition- UMC 13206 Increase to Contract Amount	50 hours	\$158.	\$7,900.
13	Acquisition- Borden 13204 Increase to Contract Amount	25 hours (Hours reserved if add'l R/W is needed for Ped Bridge construction)	\$158.	\$3,950.
14	ROW Certification Increase to Contract Amount		\$6,000.	\$6,000.
	Total Amount			\$61,870.

2/6/22



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 8
Regular Calendar
MCOG Meeting
3/07/2022

STAFF REPORT

TITLE: SR 162 Covelo Multi-Purpose Trail Project -
Resolution Authorizing Execution of Application and
Agreements with Bureau of Indian Affairs

DATE PREPARED: 02/25/22
MEETING DATE: 03/07/22

SUBMITTED BY: Nephele Barrett, Executive Director

BACKGROUND: The Covelo SR 162 Multi-Purpose Trail Project will construct a Class I multi-purpose trail parallel to State Highway 162, a distance of approximately 1.5 miles through the community of Covelo, plus an east-west portion of the trail approximately 0.5 mile in length.

As noted in the staff report for Item 7 on this agenda, there are many project development tasks that remain for the project. One of these tasks is the submittal of an application package to the Bureau of Indian Affairs (BIA) related to the three parcels within the project limits that are held in trust by the BIA. Although we have a general resolution authorizing the Executive Director to execute agreements, etc., related to grants, our right of way consultant thought it would be best to have a resolution specific to BIA and this project.

A draft resolution has been prepared and is attached for your consideration.

ACTION REQUIRED: Approve Resolution #M2022-05 authorizing the Executive Director to execute applications and agreements required to process documentation for the Covelo SR 162 Corridor Multi-Purpose Trail project to the Bureau of Indian Affairs.

ALTERNATIVES: Do not approve the resolution (not recommended).

RECOMMENDATION: Approve Resolution #M2022-05 authorizing the Executive Director to execute applications and agreements required to process documentation for the Covelo SR 162 Corridor Multi-Purpose Trail project to the Bureau of Indian Affairs.

MENDOCINO COUNCIL OF GOVERNMENTS

BOARD of DIRECTORS

RESOLUTION No. M2022-____

AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE APPLICATIONS AND AGREEMENTS REQUIRED TO PROCESS DOCUMENTATION FOR THE COVELO SR 162 CORRIDOR MULTI-PURPOSE TRAIL PROJECT TO THE BUREAU OF INDIAN AFFAIRS

WHEREAS,

- The Mendocino Council of Governments (MCOG) is the designated Regional Transportation Planning Agency for Mendocino County;
- MCOG is working in cooperation with the State of California Department of Transportation (Caltrans) to deliver the Covelo SR 162 Corridor Multi-Purpose Trail Project, a Class 1 trail parallel to Highway 162 in the town of Covelo;
- The acquisition of certain land rights for right of way purposes by MCOG for the benefit of Caltrans from the Bureau of Indian Affairs (BIA) requires that various forms and other documents be executed by a duly authorized official representing the applicant; and
- The MCOG Board of Directors desires to delegate to the Executive Director authorization to execute all documents and any amendments thereto for all required submittals to the BIA; therefore, be it

RESOLVED, THAT:

The MCOG's Executive Director is hereby authorized to execute any and all documents for submittal to the BIA in order to secure the necessary land rights for the Covelo SR 162 Corridor Multi-Purpose Trail Project located in the town of Covelo, Mendocino County.

ADOPTION OF THIS RESOLUTION was moved by Director _____, seconded by Director _____, and approved on this 7th day of March, 2022, by the following roll call vote:

AYES:

NOES:

ABSTAINING:

ABSENT:

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

ATTEST: Nephele Barrett, Executive Director

Dan Gjerde, Chair



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 9a
Regular Calendar
MCOG Meeting
3/07/2022

STAFF REPORT

TITLE: MCOG Staffing Services and Extensions of Agreements
for Professional Services

DATE PREPARED: 2/28/22
MEETING DATE: 3/7/22

SUBMITTED BY: Nephele Barrett, Executive Director

BACKGROUND: Staffing for the Mendocino Council of Governments is provided through contracts with private consulting firms. In 2014, a competitive procurement process was followed which included separate Requests for Proposals for the administration and planning functions. The RFPs indicated an initial contract period of five years, with up to five one-year extensions. Contracts were awarded to Dow & Associates for administration and fiscal services and to Davey-Bates Consulting for planning services consistent with the terms identified in the RFP.

In anticipation of the initial contract period ending in October of 2019, the Executive Committee considered the option to extend the existing contracts or prepare an RFP and conduct a full procurement process. The Executive Committee recommended and the MCOG Board approved exercising the option for extensions. An ad hoc committee was appointed to work with the two contractors on the extensions.

The two contractors prepared and submitted to the ad hoc committee one-year contract extensions consistent with the provisions of the original contract. Extended cost plans were included which identified base contract amounts for the one-year extension as well as projected base costs for the subsequent four one-year extension periods. The ad hoc committee recommended approval of the contract extensions to the Board, which the Board subsequently approved. The committee also expressed an interest in a multi-year extension, however the language in the contract did not allow for that. In lieu of a multi-year extension, they requested a streamlined extension process for the following year.

With that in mind, proposed extensions for the subsequent second and third extension periods have been presented to and recommended for approval by the Executive Committee, and subsequently approved by the MCOG Board in 2020 and 2021.

With the current extension period ending on September 30 of this year, both contractors have prepared draft extensions for the fourth extension period, which are included in this packet. Both extensions are for the period from October 1, 2022 through September 30, 2023. These extensions mirror those that were approved last year and include exhibits identifying the base costs for the extension period, which covers the second through fourth quarter of FY 22/23 and the first quarter of 23/24. These exhibits were included in the previous extension as well. As noted in the exhibits, the actual annual contract amounts are calculated by applying a cumulative CPI rate to the base amounts. Per the contract, the CPI is automatically applied up to four percent, with anything exceeding 4% requiring board approval. The Executive Committee has recommended that the full 4.2% annual average CPI increase from 2020 to 2021 be approved, which will be reflected in the fiscal year budget.

At their meeting of February 28, 2022, the Executive Committee considered the staffing options and draft extensions and recommended approval of the proposed one year extensions. The extensions are now presented to the MCOG Board for consideration and action.

ACTION REQUIRED: Take action on the proposed Extensions of Agreements for Professional Services.

ALTERNATIVES:

1. Continue this item to a later meeting.
2. Propose modifications to the agreement extensions.
3. Select an alternative approach to continued staffing services, such as a full procurement process or conversion to an agency employee system. (*Note: If the full RFP option is selected, MCOG staff is not able to prepare these RFPs, which means that an agency will need to be identified from among the joint powers member agencies that will take on the procurement process.*)

RECOMMENDATION: The Executive Committee has recommended approval of one year extensions for MCOG staffing through September 30, 2023, as follows:

- a. Approve the *Extension of Agreement for Professional Services—Administration & Fiscal Services* with Dow & Associates and authorize the chair to sign.
- b. Approve the *Extension of Agreement for Professional Services—Planning Services* with Davey-Bates Consulting and authorize the chair to sign.

MENDOCINO COUNCIL OF GOVERNMENTS

EXTENSION of AGREEMENT for PROFESSIONAL SERVICES

Administration & Fiscal Services

This **Fourth Extension** of the Professional Services Agreement between the Mendocino Council of Governments, herein after referred to as “**MCOG**” and Dow & Associates, hereinafter referred to as “**Contractor**”, first entered into on November 3, 2014, then extended for individual one-year periods on May 6, 2019, and March 2, 2020, and April 5, 2021, is now being entered into on March 7, 2022, by and between **MCOG** and **Contractor**.

WHEREAS:

- The first one-year extension of the contract was entered into on May 6, 2019; and
- The second one-year extension of the contract was entered into on March 2, 2020; and
- The third one-year extension of the contract was entered into on April 5, 2021; and
- The current extension period will expire on September 30, 2022; and
- Section XIV (E). Contract Term, of MCOG’s Request for Proposal (incorporated into the original Professional Services Agreement as Exhibit A) states, *“This Agreement may be extended for an additional FIVE ONE-YEAR periods upon written agreement between MCOG and CONTRACTOR”*
- The Mendocino Council of Governments Board of Directors and Executive Committee have expressed a desire to exercise the option to extend the Agreement:

MCOG and **Contractor** agree to the following extension provisions:

1. The term of this Agreement shall be extended from October 1, 2022 through September 30, 2023.
2. Compensation shall be at annual rates identified in the attached Exhibit A and subject to cumulative CPI increases as detailed in Exhibit A and per the original contract, effective as of the MCOG Fiscal Year 22/23 Budget for the term of this extension.
3. **MCOG** and **Contractor** may exercise the option for one more one-year extensions following this fourth extension, pursuant to current terms and conditions and consistent with the extended Cost Plan Summary for

Administration and Fiscal Services to the Mendocino Council of Governments and Mendocino County Service Authority for Freeway Emergencies (SAFE) outlined in Exhibit A.

4. In the event that **MCOG** or **Contractor** wish to negotiate the terms and conditions of subsequent extensions or do not intend to proceed with a subsequent extension, they shall provide written notice at least one hundred twenty (120) days in advance of the end of the contract period of their intent to negotiate or terminate.
5. **MCOG** reserves the right to terminate this agreement at any time upon providing **Contractor** one hundred twenty (120) days' notice. In the event this Agreement is terminated prior to its expiration, **Contractor** shall be paid on a prorated basis for only that portion of the contract term during which **Contractor** provided services pursuant to this agreement.

ALL OTHER TERMS AND CONDITIONS of the original Agreement shall remain in full force and effect unless amended in writing by both **MCOG** and **Contractor**.

In WITNESS WHEREOF, the parties hereto have caused their duly authorized officers to execute this Professional Services Agreement Extension in duplicate.

Dan Gjerde, Chair
Mendocino Council of Governments

Nephele Barrett, Owner
Dow & Associates

Date: _____

Date: _____

Exhibit A
 Extended Cost Plan Summary
 MCOG Professional Services Agreement
 Annual Staffing Base Amounts

MCOG Administrative & Fiscal Services	
	Annual Base Amount
FY 19/20	\$ 437,391
FY 20/21	\$ 441,375
FY 21/22	\$ 445,818
FY 22/23	\$ 450,772
FY 23/24	\$ 456,295

Mendocino County SAFE	
	Annual Base Amount
FY 19/20	\$ 32,860
FY 20/21	\$ 33,160
FY 21/22	\$ 33,494
FY 22/23	\$ 33,866
FY 23/24	\$ 34,281

Notes:

Annual Base Amounts will be adjusted each year using the cumulative California Consumer Price Index California, All Urban Consumers, as established in Contractor's original proposal. If CPI in any year exceeds 4%, MCOG Board will consider whether or not to give the additional amount to Contractor, per original Agreement.

Extension periods are from October 1 of each year through September 30 of the following year. However, new base amounts along with applicable CPI increases will take effect at the start of each Fiscal Year.

The current extension period, 10/1/22 through 9/30/23, covers the last three quarters of FY 22/23 and first quarter of FY 23/24.

MENDOCINO COUNCIL OF GOVERNMENTS

EXTENSION of AGREEMENT for PROFESSIONAL SERVICES

Planning Services

This **Fourth Extension** of the Professional Services Agreement between the Mendocino Council of Governments, hereinafter referred to as "**MCOG**" and Davey-Bates Consulting, hereinafter referred to as "**Contractor**," first entered into on November 3, 2014, then extended for a period of one year on May 6, 2019, and March 2, 2020, and April 5, 2021, is now being entered into on March 7, 2022, by and between **MCOG** and **Contractor**.

WHEREAS:

- The third extension to the Professional Services Agreement will expire on September 30, 2022;
- Section XIV (E). Contract Term, of MCOG's Request for Proposals (incorporated into the original Professional Services Agreement as Exhibit A) states, "*This Agreement may be extended for an additional FIVE ONE-YEAR periods upon written agreement between MCOG and CONTRACTOR*"; and
- The MCOG Board of Directors and Executive Committee have expressed a desire to exercise the option to extend the Agreement for a fourth year;

MCOG and **Contractor** agree to the following amendments:

1. The term of this Agreement shall be extended from October 1, 2022 through September 30, 2023.
2. Compensation shall be at annual base rates identified in the attached Exhibit A, effective as of the MCOG Fiscal Year 2022/23 Budget for the term of this one-year extension.
3. **MCOG** and **Contractor** may exercise the option for an additional one-year extension following September 30, 2022, pursuant to current terms and conditions and consistent with the extended Cost Plan Summary for Planning Services to the Mendocino Council of Governments and Mendocino County Service Authority for Freeway Emergencies (SAFE) as outlined in Exhibit A.
4. In the event that **MCOG** or **Contractor** wish to negotiate the terms and conditions of a subsequent extension or do not intend to proceed with a subsequent extension, they shall provide written notice at least one hundred twenty (120) days in advance of the end of the contract period of their intent to negotiate or terminate.
5. **MCOG** reserves the right to terminate this agreement at any time upon providing **Contractor** one hundred twenty (120) days notice. In the event this Agreement is terminated prior to its expiration, **Contractor** shall be paid on a prorated basis for only that portion of the contract term during which **Contractor** provided services pursuant to this agreement.

ALL OTHER TERMS AND CONDITIONS of the original Agreement shall remain in full force and effect unless amended in writing by both **MCOG** and **Contractor**.

IN WITNESS WHEREOF, the parties hereto have caused their duly authorized officers to execute this Professional Services Agreement Extension in duplicate.

Dan Gjerde, Chair
Mendocino Council of Governments

Lisa Davey-Bates., Principal/Owner
Davey-Bates Consulting

Date: _____

Date: _____

MENDOCINO COUNCIL OF GOVERNMENTS Planning Services			
Fiscal Year	Previous Year Base Contract Amount	11.5% Benefit Increase	New DBC Base Contract
2019/20	\$343,621	\$2,761	\$346,382
2020/21	\$346,382	\$3,079	\$349,461
2021/22	\$349,461	\$3,433	\$352,893
2022/23	\$352,893	\$3,827	\$356,720
2023/24	\$356,720	\$4,267	\$360,988
Mendocino County Service Authority for Freeway Emergencies Planning Services			
Fiscal Year	Previous Year Base Contract Amount	11.5% Benefit Increase	New DBC Base Contract
2019/20	\$14,955	\$115	\$15,070
2020/21	\$15,070	\$128	\$15,198
2021/22	\$15,198	\$143	\$15,341
2022/23	\$15,341	\$159	\$15,501
2023/24	\$15,501	\$178	\$15,678

Rates reflect 11.5% Health, Dental and Vision Increases consistent with the original proposal submitted by Davey-Bates Consulting (July 9, 2014). In addition, an annual and cumulative Cost of Living Adjustment (COLA), not to exceed 4%, will be applied to the New Base Amount based on the California Consumer Price Index (All Urban Consumers, California Department of Industrial Relations, Division of Labor Statistics and Research).

Extension periods are from October 1 – September 30 of the following year, however, base amounts will take effect at the start of each Fiscal Year. The current (third) extension period covers 10/1/21 through 9/30/22.



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

Agenda # 9b
Regular Calendar
MCOG Meeting
3/07/2022

TITLE: Executive Committee's Fiscal Year 2022/23 Budget Recommendations

SUBMITTED BY: Janet Orth, Deputy Director & CFO

DATE: 3/2/2022

BACKGROUND:

The Executive Committee met February 28 to review and recommend on staff's initial draft budget as usual. Segments of the budget go through further review by MCOG's standing committees before final adoption by the Council in June. The committee focused on the Local Transportation Fund (LTF) revenues and allocations. Following is a brief summary.

Highlights of the coming year's budget: This year's LTF estimate of local sales tax shows the gains of the pandemic period starting to level off, though still coming in high. Actual revenues for FY 2020/21 topped \$5 million for the first time and are expected to continue in that range. We also have the unallocated surplus from 2020/21 available to supplement the 2022/23 budget.

The same cannot be said of the State Transit Assistance (STA) fund from fuel taxes. While the infusion of revenues from Senate Bill 1, the Road Repair & Accountability Act of 2017, had more than doubled annual revenues from STA since its low point in FY 2016/17, the impact of the pandemic on driving behavior resulted in a loss of 20% in terms of actual revenues between 2019/20 and 2020/21. With travel resuming, estimated revenues are approaching previous levels. This is a smaller fund and less critical, though still important to transit operations and capital.

SB 1 also added funds to transportation planning grants and other programs that benefit transit and MCOG member agencies. The federal CARES Act and CRRSAA funding helped to keep public transit whole, and is currently tracked in our supplemental budget information, as it does not pass through MCOG.

- The County Auditor's estimate of LTF sales tax revenue of \$5,137,383 is up 13.5% (\$611,603) from the FY 2021/22 estimate, based on calculations of actuals year-to-date with projections for remainder of the current year. The Acting Auditor-Controller has taken into account expert advice of the County's sales tax consultant, which indicate the revenues will flatten to around one percent growth.
- A surplus of \$566,800 (12.5%) is projected for the current year 2021/22, which, if the revenues materialize, would be available in FY 2023/24.
- Under MCOG's LTF Reserve policy (for public transit operations), the minimum balance would be set at \$257,000 (five percent of the Auditor's estimate). Last year, with the unusual growth in revenues, the Executive Committee recommended reserving ten percent, to assist MTA in setting aside emergency cash as a fiscal best practice. This year, the recommended reserve is 15 percent (\$771,00), due to concerns that growth might not continue at its recent rate, and MTA might not be able to expend all available funds in the fiscal year, which are subject to an eligibility test in the audit. The reserve balance is reset annually and is available for MTA to claim under certain conditions.

The Executive Committee recommended approval of staff's recommended Draft 2022/23 Regional Transportation Planning Agency (RTPA) Budget, adjusted for inflation and the increased reserve, for further development during the annual budget process, including:

- LTF Reserve fund balance of 15 percent, \$771,000, triple the minimum allowed under policy, releasing for allocation \$437,150
- A reserved balance of LTF prior-year unallocated revenues of \$29,135
- \$509,379 LTF for Administration
- \$92,560 LTF for 2% Bicycle & Pedestrian Program, allocating the full optional 2%
- \$315,488 LTF for the Planning program
- \$4,657,106 LTF for Transit
- Allocations from other sources for the Transportation Planning Overall Work Program (OWP) as recommended by staff and Technical Advisory Committee
- Allocations from the Surface Transportation Block Grant (STBG) Program according to policy and the staffing contract (preliminary estimate is \$812,939).

Conclusion: Total estimated revenues for allocation from all sources are approaching \$9 million, expected to rise by several million with the addition of regional apportionments, grants and funds carried over (note “pending” items on the summary sheet). For the coming year MCOG will be able to fund programs of the Regional Transportation Planning Agency and Mendocino Transit Authority, with abundant sales tax revenues augmented by other funding sources, and several allocation options.

ACTION REQUIRED: None at this time.

ALTERNATIVES: Not applicable.

RECOMMENDATION: None, this is for information only.

Enclosure:
Summary of recommended FY 2022/23 Budget

Mendocino Council of Governments

Regional Transportation Planning Agency & COG - Fiscal Year 2022/23 Budget

Administration, Bicycle & Pedestrian, Planning, Transit Allocations and Reserves - Executive Committee Recommendation - February 28, 2022

REVENUES	Trans. Devt. Act (TDA)			State			Federal		Local Agencies	TOTALS
	LTF	STA	CRF	PPM	RPA	Grants	STBG	5311		
2022/23 LTF Official County Auditor's Estimate - pending, based on disc'n	5,137,383									5,137,383
2021/22 Auditor's Anticipated Unrestricted Balance	566,800									566,800
Total Local Transportation Fund (LTF) Estimate	5,704,183									5,704,183
2021/22 Auditor's Anticipat'd Unrestricted Balance - Reversal	-566,800									-566,800
Reserved LTF prior-year unallocated revenues	29,135									29,135
Carryover - Planning Overall Work Program and RSTP Local Assistance	27,360						240,656			268,016
2022/23 State Transit Assistance - SCO's Preliminary Estimate		868,476								868,476
2022/23 State of Good Repair - SCO's Preliminary Estimate						143,044				143,044
STA and SGR - Fund Balance Available for Allocation		298,899				-12,072				286,827
MCOG's Capital Reserve Fund - Balance Available for Transit			701,179							701,179
Federal Transit Administration (FTA) Sec. 5311 Program - CRRSAA								To Info Supp.		0
FTA Section 5311 Program - Annual Regional Apportionment								pending 5311		0
2022/23 STIP Planning, Programming & Monitoring (PPM)				131,000						131,000
2022/23 Rural Planning Assistance					294,000					294,000
2022/23 State Active Transportation Program (ATP) - grants & carryover						pending				0
2021/22 Transportation Planning Program carryover				pending	pending					0
2021/22 Local Road Safety Plans (LRSP) carryover									pending	0
Surface Transportation Block Grant Program							pending			0
HCD Regional Early Action Planning (REAP) Housing Funds - carryover						374,274				374,274
LTF Reserve:										
2020/21 LTF Unrestricted Balance - audit in progress	754,417									
LTF Reserve Balance as of 6/30/2021 - audit in progress	472,034									
Less LTF Reserve Allocated for FY 2021/22	18,301									
Subtotal	1,208,150									
Less LTF Reserve Minimum Balance per Policy adopted 4/2/2001 - triple at 15%	771,000									(Per policy, Reserve is 5% of County Auditor's estimate of new revenue, to nearest 1,000.)
Amount Available for Allocation in FY 2022/23	437,150									437,150
TOTAL REVENUES	5,631,028	1,167,375	701,179	131,000	294,000	505,246	240,656	0	0	8,670,484
ALLOCATIONS										
Temporary Reserves - LTF prior-year unallocated revenues	29,135									29,135
2022/23 Administration	509,379						93,096			602,475
2% Bicycle & Pedestrian - 2022/23 LTF Estimate less Admin. x .02	92,560									92,560
2022/23 Planning Overall Work Program (OWP) - New Funds	315,488			131,000	294,000				0	
Carryover Funds - See OWP Summary	27,360			pending	pending	0			Total OWP:	767,848
Total Administration, Bike & Ped., and Planning	973,922	0	0	131,000	294,000	0	93,096	0	0	1,492,018
BALANCE AVAILABLE FOR TRANSIT	4,657,106	1,167,375	701,179	0	0	130,972	0	0	0	6,656,632
2022/23 Mendocino Transit Authority Claim - due April 1:										
MTA Operations								pending 5311		0
Unmet Transit Needs										0
Senior Centers Operations										0
Capital Reserve Fund Contribution										0
Capital Program, MTA & Seniors Current Year										0
Capital Program, Senior Centers Current Year										0
Capital Program, Long Term (Five Year Plan)										0
Total Transit Allocations	0	0	0	0	0	0	0	0	0	0
Other Allocations - RSTP for MCOG Partnership Fund							100,000			100,000
Other Allocations - RSTP for County & Cities Projects by Formula							pending			pending
Other Allocations - ATP Infrastructure Grants - SR162 Corridor Multi-Purpose Trail						pending				
Other Allocations - REAP for Admin., County & Cities Projects by Formula						374,274				374,274
TOTAL ALLOCATIONS	973,922	0	0	131,000	294,000	0	93,096	pending	0	1,492,018
Balance Remaining for Later Allocation	4,657,106	1,167,375	701,179	0	0	505,246	pending	0	0	7,030,906



**MENDOCINO COUNCIL OF GOVERNMENTS
STAFF REPORT**

Agenda # 11d
Reports
MCOG Meeting
3/07/2022

TITLE: Summary of Meetings

DATE PREPARED: 3.02.2022

SUBMITTED BY: 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. 8	Active Transportation Program (ATP) Workshop	Casey & Ellard
Feb. 3, 10	Rural Electric Vehicle Charging Grant Program meeting	Orth
Feb. 11	Clean California Local Grant Program – Boonville Project Meeting	Barrett
Feb. 15	Covelo Trail Project Development Team (PDT) Meeting	Barrett & Sookne
Feb. 15	Regional Climate Collaboratives webinar	Ellard
Feb. 16	MCOG (TAC) Meeting	Barrett, Davey-Bates, Orth, Ellard and Pedrotti
Feb. 17	Clean Mobility Projects (CARB) Workshop	Ellard
Feb. 22	Local Roads Safety Plans (LRSP) monthly check-in with consultant TJKM	Barrett, Ellard
Feb. 22	Housing & Community Development (HCD) invoice training	Barrett, Orth, Pedrotti
Feb. 23	Active Transportation Program (ATP) Workshop	Ellard
Feb. 23	North State ZEV Working Group	Orth
Feb. 24	LRSP invoice meeting with City of Point Arena	Barrett, Casey
Feb. 24	Mill Street Improvement Project invoice meeting	Orth
Feb. 28	MCOG Executive Committee Meeting	Barrett, Davey-Bates, Lowblad, Orth and Pedrotti
Feb. 28	Covelo Trail meeting with Bureau of Indian Affairs (BIA)	Barrett, Sookne
Mar. 1	Covelo Trail PDT Meeting	Barrett and Sookne
Mar. 2	Urban Greening Grant Workshop	Ellard
Mar. 2	Walk & Bike Mendocino Meeting	Ellard
Mar. 2	Rural Electric Vehicle Charging Grant Program meeting	Orth
Mar. 3	Covelo Trail construction meeting	Barrett, Sookne

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.



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

Agenda # 11f
Reports
MCOG Meeting
3/07/2022

TITLE: 2022 Regional Transportation Plan/Active Transportation Plan **DATE PREPARED:** 2/28/22

SUBMITTED BY: Loretta Ellard, Deputy Planner

MEETING DATE: 03/07/22

BACKGROUND:

As you know, the Final 2022 Regional Transportation Plan/Active Transportation Plan was adopted at last month's MCOG meeting on 2/7/22. During my staff report at that meeting I noted that it had come to our attention that a Willits map needed revision to reflect the post-Willits Bypass/Highway 101 realignment. The Board's approval of the final plan included that mapping correction.

Subsequent to the 2/7/22 meeting, while staff was preparing the map correction it was noted that several other maps also needed this correction. A total of eight maps in the appendix have now been revised to show the realignment resulting from Caltrans' relinquishment of the northern section of Highway 101 (Main Street) to the City of Willits, as well as the realignment of Highway 101 for the Willits bypass. The adopted final plan and updated appendix are posted on MCOG's website at: <https://www.mendocinocog.org/2022-regional-transportation-plan-adopted>

This report is for information only.

ACTION REQUIRED: Information only.

ALTERNATIVES: None provided.

RECOMMENDATION: Information only.



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

March 2, 2022

To: MCOG Board of Directors
From: Janet Orth, Deputy Director / CFO
Subject: Information Packet of March 7, 2022 Meeting - No Action Required

* * * * *

The following item is attached.

1. MCOG Technical Advisory Committee (TAC) – Meeting minutes of January 19, 2022.
2. MCOG Social Services Transportation Advisory Council (SSTAC) – Meeting minutes of January 12, 2022.

MINUTES

MENDOCINO COUNCIL OF GOVERNMENTS TECHNICAL ADVISORY COMMITTEE

Meeting Held Remotely via Zoom Meeting/Teleconference

January 19, 2022

Members Present

Jeremy Ronco, City of Willits
Jason Benson, City of Ukiah
Mark Cliser, Co. DPBS
Jacob King, MTA
Paul Andersen, City of Point Arena
Tasha Ahlstrand, Caltrans
Alicia Meier, County DOT
Chantell O'Neal, City of Fort Bragg

Members Absent

Mitch Stogner, NCRA (*Non-Voting*)
Barbara Moed, AQMD

Staff & Others Present

Nephele Barrett, MCOG Administration
Loretta Ellard, MCOG Planning
James Sookne, MCOG Planning
Charlene Parker, MCOG Planning
Danielle Casey, MCOG Administration
Alexis Pedrotti, MCOG Planning
Lisa Davey-Bates, MCOG Planning
Tim Eriksen, City of Ukiah
Destiny Preston, Caltrans
Patricia Rabano, Round Valley Indian Tribes
Tina Tyler-O'Shea, Blue Zones
Kyle Finger, Caltrans

1. **Call to Order/Introductions** – Nephele called the meeting to order at approximately 10:03 a.m. Individuals present were identified.

2. **Public Expression** – Chantell inquired about the Regional Energy Network (REN) program. Nephele said discussions on a regional role in climate protection started at MCOG meetings a few months ago, and an adhoc committee was formed to look into establishing a regional climate protection agency or participating in a rural REN. She said RENs were created by the California PUC as a way to deliver energy efficiency programs (*funded by rate-payer fees collected on PG&E bills*) in areas where those programs are not readily accessible. Staff learned that an effort to form a rural REN was already underway by the Redwood Coast Energy Authority (RCEA) in Humboldt County, and Mendocino and Lake counties were invited to participate. Since RCEA was so far along in the process, MCOG's participation would initially be as a subcontractor under RCEA. Staff took this information to the MCOG Board, and the Board approved moving forward with the adhoc committee to work out details.

Nephele said MCOG is asking local agencies for letters of support so TAC members may be hearing about that. The adhoc committee will be receiving a presentation on the REN this Friday, and she offered to share that and other background information with the TAC. The committee's recommendation will be presented at the February 7 MCOG meeting. If approved, actual work would not start until 2023, but there would be preparation to get ready for implementation.

Nephele noted the City of Ukiah has its own municipal electric utility, so not all REN activities would be available to Ukiah customers, however, they would receive some benefits as PG&E gas rate payers.

3. Input from Native American Tribal Governments' Representatives – Patricia Rabano, Round Valley Indian Tribes, asked about who to contact with questions about the Covelo trail. Nephele said she or James Sookne could answer questions. She said project partners are diligently working on the Right of Way certification in order to meet requirements to get construction funding allocated at the next California Transportation Commission (CTC) meeting. She expressed appreciation for support from the Round Valley Indian Tribes and agreed to provide regular updates to Patricia, per her request.

4. Approval of Minutes of 11/17/21 – A minute correction was noted by Alicia to reflect that County DOT staff did not attend the November TAC meeting. **Motion by Jason Benson, seconded by Chantell O'Neal, and carried unanimously on roll call vote (8 ayes – Meier, Cliser, Ahlstrand, King, Andersen, Ronco, Benson, O'Neal) to approve the minutes of 11/17/21, as corrected.**

5. Blue Zones Project – Update – Nephele explained that Blue Zones is a project sponsored by Adventist Health which looks at common characteristics from areas in the world that have longer than normal life expectancy, for implementation of Blue Zones projects in program areas. She is on the steering committee for this Mendocino County project.

Tina Tyler-O'Shea, Blue Zones Executive Director, provided a project update. She reviewed that Blue Zones representatives gave a presentation at the last TAC meeting, and after the presentation site visits and walk audits were conducted in Fort Bragg, Willits and Ukiah. In addition, focus groups and listening sessions were held to gather community input. Policy summits were held and a draft blueprint was developed for the work that will be happening over the next four years. One of the policy focus areas is the built environment, and to achieve the Blue Zones certification in the built environment, they will be working with community partners to develop various policies and plans, and projects. The draft blueprint has been sent to the steering committee and will be sent to Blue Zones LLC and national partners for their approval. Once approved, a series of inland and coastal kick-off events will be planned, and a ribbon cutting event will be held at the Alex Rorabaugh Center in Ukiah.

Nephele thanked Tina for the update, and Tina offered to forward the built environment summit report to TAC members.

6. 2022 Regional Transportation Improvement Program (RTIP) – Proposed First Amendment – James reviewed his staff report. He said Fort Bragg's South Main Street Bicycle and Pedestrian Access Project (on State Route 1) was originally programmed in the 2014 RTIP and has been included in each RTIP since. Funding for the environmental phase was allocated in May 2020, and funds for design and right of way lapsed in December 202. Construction funding is currently programmed for FY 22/23. He noted the lapsed funds are not lost to the region, but won't be available until the next STIP cycle.

James explained that following adoption of the 2022 RTIP, the City of Fort Bragg submitted a request to change the implementing agency on this project from the City to Caltrans, as the City's project is similar to a Caltrans project in the same area. Changing the implementing agency will reduce impacts to the City's staff time to develop a project on the State right-of-way, and allow for one design contract and one construction contract, thereby reducing overall costs and disruption to Main Street businesses and residents. Caltrans plans to fund the design and right of way phases without utilizing STIP funds.

In addition to changing the implementing agency, Caltrans has requested that construction funds be moved from FY 22/23 to FY 23/24.

Chantell said it makes sense to combine the two projects and make Caltrans the implementing authority, noting it would alleviate numerous challenges the City has faced with the project. Nephele said once the project becomes a Caltrans project there are a number of ways cost increases could be funded, but that would need to be clarified in a coop agreement.

Motion by Jason Benson, seconded by Tasha Ahlstrand, and carried unanimously on roll call vote (8 ayes – Meier, Cliser, Ahlstrand, King, Andersen, Ronco, Benson, O’Neal) to recommend approval of the First Amendment to the 2022 Regional Transportation Improvement Program (RTIP) to the MCOG Board.

7. **Draft FY 2022/23 Overall Work Program – Review Funding Requests** – Lexi reviewed her staff report which included a summary of funding needs and expected revenues for the FY 2022/23 Overall Work Program (OWP). Funding needs total \$891,798, compared to estimated revenue of \$600,061, a shortfall of \$291,737. Lexi noted that although additional Local Transportation Funds (LTF) could be requested, she used the same amount that was initially used in last year’s work program. Four applications were received from local agencies (one each from the City of Fort Bragg and the County Department of Transportation, and two from the City of Ukiah).

Nephele discussed staff’s proposed “transit project reserve” which could fund either an updated Transit Development Plan (TDP) or a transit hub/transit center study for a multi-modal project in the Ukiah area. She noted MTA has submitted a Caltrans Sustainable Communities grant application for the TDP update, and grant awards are expected at the end of March, per Tasha. If not approved for grant funding, it will be important to fund this needed update through the work program. If the grant is awarded, the transit hub/transit center is an important regional multi-modal project to consider, which would also look at bicycle and pedestrian access to the transit center.

Applicants were invited to review their applications which were included in the agenda packet. Chantell reviewed the City of Fort Bragg’s “Central Business District Parking Evaluation” project; Alicia reviewed the County’s “Combined Special Studies” application; and Tim reviewed the City of Ukiah’s “Truck Route Study” and “School Street Multimodal Transportation and Beautification Study.”

Discussion ensued with applicants responding to questions. It was suggested that Ukiah’s “School Street Multimodal Transportation and Beautification Study” could be submitted as a grant application in the next Caltrans Sustainable Transportation Planning Grants cycle, and Tim agreed. The possibility of requesting increased LTF funds was mentioned, and there was a suggestion to consider reducing all local agency requests by a small percentage (i.e. 10%) as has been done in the past, to which no objections were noted.

Nephele thanked members for their cooperation, and said the discussion gives staff guidance on how to proceed. The draft OWP will be brought back to the next TAC meeting, and MCOG staff will reach out to Ukiah to help with a Caltrans grant application in the fall.

8. SB 743 Vehicle Miles Traveled (VMT) – Local Thresholds – As a follow up to MCOG’s SB 743 VMT study, Nephele asked if local agencies had adopted local VMT thresholds. Mark said the County has not, but they are using the screening tool that was developed. A big concern will be if there is a project that requires mitigation. Nephele noted mitigation is different in rural areas where there are fewer options available, and said the Rural Counties Task Force is discussing regional mitigation banks. Mark asked to be kept in that loop.

Tim didn’t think Ukiah had adopted a local threshold, and Jeremy didn’t think Willits had, but he wasn’t certain. Chantell said Fort Bragg has not adopted a threshold. She relayed an incident where the City had an application for a small retail store (Dollar General) and the project analysis was inconsistent with the regional study. She noted concern that guidance received from the consultant (Fehr & Peers) who worked on the analysis conflicted with guidance in the regional study prepared by Fehr and Peers. Paul said Point Arena had not adopted a local threshold, but would be looking to MCOG for advice. Nephele suggested bringing this item to the TAC every few meetings to check on the status.

9. Staff Reports

9a. 2022 Regional Transportation Plan/Active Transportation Plan – Nephele reported the final 2022 RTP/ATP was presented to the MCOG Board at their December meeting, and was continued to the February 7 meeting. She said there were some questions about the Rail element, and some additional public comments are being addressed. She noted the project will still be on schedule if adopted in February.

9b. Local Road Safety Plans (LRSP) – Nephele noted we are nearing the end of this project, and said agencies should have received an email from Divya (TJKM) with a memorandum identifying potential projects and requesting feedback by January 31. She encouraged agencies to review the information and provide feedback as requested. Alicia and Jeremy asked that the email be forwarded to them, and staff agreed. Nephele noted the HSIP applications that will come out of this process as one of the major benefits of the project.

9c. Regional Early Action Planning (REAP) Grants - James advised the agreement has been executed with HCD, and local agencies may start the reimbursement process. He said REAP 2.0 will have about \$30 million for rural and tribal applications, in a competitive program. The application is expected to be out by the end of February and more information will be forthcoming but the main thing is that projects must have a nexus between infill housing and reducing VMT. Nephele said MCOG staff will work with local agencies to get the retroactive invoices started.

9d. Clean CA Grant Program – Applications Due 2/1/22 – Nephele said applications for this grant program are due February 1, and projects should be easily implementable or shovel ready due to the tight deadline for completion. She noted local projects are moving forward from the City of Fort Bragg and from the Round Valley MAC, with the water district as the applicant for the MAC. She also thought two projects were moving forward from Caltrans District 1 under the State program. Tasha said Caltrans staff is currently working with the Covelo community to determine the scope of that project. She said she is participating in the evaluations for the local grant program and is looking forward to seeing what applications are received.

9e. Feasibility Study – Mobility Solutions for Rural Communities of Inland Mendocino Co. – Nephele advised this mobility solutions study will look at alternatives to traditional fixed routes transit in rural areas (including Hopland, Potter Valley, Brooktrails, Laytonville, and Covelo) and we'll be working closely with MTA on the study. An RFP was advertised for this project and consultant proposals are due this Friday. She said a consultant selection committee is being formed and asked Mark if he could participate, and he responded affirmatively.

10a. Next Meeting – 2/16/22.

10. Miscellaneous

County DOT – Covelo ATP Application – Alicia said she is planning to submit an ATP grant application for a project in Covelo, assuming the County doesn't have a lot of storm damage projects. She's hoping to start collecting information early and asked who at MCOG should be contacted for assistance. Nephele said Loretta, James, or Danielle could be contacted. She encouraged all applicants to access the ATP technical assistance resources available, noting the City of Willits received a technical assistance grant for their rail trail application.

Alicia said she wants to start with getting walking and biking counts, and early planning. Nephele agreed, and also noted the need for demonstrating community involvement (through MAC meetings, school board meetings, and tribal meetings, etc.). In response to an inquiry from Tina, Alicia said the County project would be infrastructure, but she is open to non-infrastructure components if that would make it more competitive. Tina mentioned her involvement with the previous non-infrastructure grant and offered her assistance as a resource.

Nephele said MCOG staff will be working with Caltrans on an ATP application for the Gualala Downtown Streetscape project, and a virtual site visit with CTC staff will be held to review the project. She said there is also the potential to add a non-infrastructure component if that would make the project more competitive.

Nephele advised that MCOG has bike and pedestrian video counters available, but there is a fee for processing the video.

11. Adjournment – 11:51 a.m.

Respectfully Submitted,

Loretta Ellard
Deputy Planner

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MINUTES
SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL

January 12, 2022
Teleconference - Remote Zoom Meeting

MEMBERS PRESENT

Jill Rexrode, Redwood Coast Seniors
Jacob King, Mendocino Transit Authority
Dawn White, MTA (Alternate)
Sheila Keys, Redwood Coast Regional Center
Richard Baker, Willits Harrah Senior Center

MEMBERS ABSENT

Rachael McDavid / Kathy Sheehy, Ukiah Senior Center
Doris Sloan, Consolidated Tribal Health

MEMBER VACANCIES

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

STAFF PRESENT

Nephele Barrett, MCOG Executive Director
Janet Orth, MCOG Deputy Director & CFO
James Sookne, MCOG Program Manager

1. Call to Order & Introductions. The meeting was called to order at 1:07 p.m. with Zoom participants identified.

2. Public Expression. None.

3. Minutes. The meeting minutes of May 17, 2021 were provided for information. No action was taken.

6. 2022 Federal Transit Administration (FTA) 5310 Program Call for Projects. This item was taken out of agenda order and addressed early. A call for projects was announced January 3. James discussed program status. A webinar workshop is expected to be scheduled by Caltrans. Title VI plans must be updated for each agency to be eligible; James can assist with the plans; it was noted MTA prepares their own. James and Jacob both can assist with 5310 applications. Applications are due March 2, to be submitted in the BlackCat online tool; a draft can be uploaded before final submittal. Templates are available for the required agency resolution. Procurement of vehicles was discussed. Jacob advised that MTA procures under a state contract or through CALACT, as the best sources. Nephele suggested sending a draft application to MCOG staff, well in advance, for review and comment.

4. Annual Review of SSTAC Membership. Nephele and Janet reviewed openings on the membership roster, noting two vacancies due to recent resignations (Rachael and Doris) and another seat (Jacob’s) due to expire in April 2022. Discussion followed on ways to advertise for volunteers, such as flyers at senior centers and on MTA busses. Appointments would be confirmed at MCOG’s February board meeting on the Consent Calendar.

Recommendation:

Upon motion by White, seconded by Rexrode, and carried unanimously on roll call vote (*3 Ayes – King, White, and Rexrode; 0 Noes, 2 Absent – Keys and Baker*), the SSTAC nominated Jacob King, Mendocino Transit Authority, for reappointment as “Representative of local Consolidated Transportation Services Agency” through April 2025.

5. 2022/23 Unmet Transit Needs Workshop and Recommendation – Compile a list of Unmet Transit Needs and identify other transportation needs and potential solutions. Janet reviewed the annual process of identifying needs as detailed in her written staff report. Today’s workshop is the first step of the funding cycle for the coming fiscal year. Staff typed identified needs on a shared screen for group viewing (in lieu of white board). Discussion of unmet needs included the following.

Staff gave an update on MCOG’s Mobility Solutions Feasibility Study for remote inland communities;

a Request for Proposals has been issued for professional services. Discussion followed on the five areas to be addressed: Laytonville, Covelo, Brooktrails, Potter Valley, and Hopland.

MTA's list of 12 needs was available from public input at their board meetings. Jacob described needs on that list and shared screen for discussion, which focused on coastal areas.

In regard to restoring services cut during the coronavirus pandemic that were listed individually on MTA's list, it was agreed to make one listing for these on the new SSTAC list.

The developing list included:

- Service for Covelo students to/from Mendocino College
- Fixed route weekends – Fort Bragg
- Service to The Woods retirement community, Little River to Fort Bragg and back
- Resume temporary service cuts from pandemic
- Wednesday service for Ukiah Senior Center (Nephele added on their behalf)

In further discussion, Jacob reported MTA is ready to resume services and has funds, but not a sufficient workforce. Jill recommended Facebook as a recruitment platform.

The group reviewed the previous year's MTA analysis for status of ongoing needs.

Are there any "Other Recommendations?" Nephele suggested adding the transit hub, which was also on MTA's list, but did not meet the formal definition of an unmet transit need.

Richard arrived at 2:18pm and was brought up to date on #6 FTA 5310 program. He had not heard of any new needs this past year.

Five new needs were recommended for the list. It was agreed to also recommend the 12 new needs from MTA's public outreach. Janet invited additional public testimony between now and the February public hearing.

Recommendation:

Upon motion by Baker, seconded by White, and carried unanimously on roll call vote (*5 Ayes – King, White, Keys, Baker, and Rexrode; 0 Noes, 2 Absent*), the SSTAC recommended submittal of the attached list of seventeen (17) Unmet Transit Needs as testimony for MCOG's public hearing and one additional recommendation to "develop a Ukiah area transit center / transit hub."

8. Miscellaneous / Information / Announcements. Richard reported that Willits Seniors will reopen the senior center January 17 with vaccination and booster required; thankfully there had been no COVID outbreaks to date; they have been extra careful given the vulnerable population served. They have received food funding from the CARES Act and Community Foundation, but have been unable to hold their usual fundraisers, so there is financial uncertainty.

Jill reported that Redwood Coast Seniors has the only center open for indoor dining, with vaccination protocols in place, also offering hot meal pickups. The thrift store is open with masks required; no outbreaks were reported so far. Discussion followed.

9. Adjournment. The meeting was adjourned at 2:33 p.m.

Submitted by Janet Orth, Deputy Director

Attached:

FY 2022/23 SSTAC recommendations



MENDOCINO COUNCIL OF GOVERNMENTS

FY 2022/23 Unmet Transit Needs
Recommended by
MCOG's Social Services Transportation Advisory Council

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

January 12, 2022

Needs Identified by SSTAC:

1. Service for Mendocino College students from Covelo to and from Ukiah campus
2. Fixed route weekend service in Fort Bragg
3. Service to The Woods retirement community in Little River (MTA working on with modification to Route 60)
4. Resumption of temporary service cuts related to pandemic and staffing shortages, as feasible
5. Wednesday service for Ukiah Senior Center transportation.

Needs Identified by Mendocino Transit Authority (MTA):

1. Round trip service from Ukiah to South Coast and round trip service from Ukiah to Fort Bragg/Mendocino
2. Addition of local South Coast service Gualala to Manchester
3. Addition of transit service to Potter Valley
4. Micro transit services for the communities of Brooktrails, Potter Valley, Hopland, Covelo and Laytonville
5. Service to the towns both inland and coastal communities with possible one day per week service roundtrip (Covelo, Leggett, Westport, Comptche, etc.)
6. The Woods retirement community
7. Resumption of Route 60
8. Service to Covelo and Laytonville
9. Transit Center
10. Resume services linking inland to the coast – Ukiah to North Coast in the morning and back again in the afternoon
11. Resume pre-pandemic service to coastal communities
12. Requested weekend service in Fort Bragg on a regular basis.

TOTAL of 17 Recommended Unmet Transit Needs

Additional SSTAC Recommendations:

Develop a Ukiah area transit center / transit hub.