

# MENDOCINO COUNCIL OF GOVERNMENTS

## Approved MINUTES

Monday, November 5, 2018

Laytonville Fire Department, 44950 Willis Ave., Laytonville

### ADDITIONAL MEDIA:

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

### **The Mendocino Council of Governments (MCOG) meets as the Board of Directors of:**

Mendocino Regional Transportation Planning Agency (RTPA) and  
Mendocino County Service Authority for Freeway Emergencies (SAFE)

**1. Call to Order / Roll Call.** The meeting was called to order at 9:30 a.m. on the bus in Willits prior to departing on the Transportation Tour. Present were Directors Larry Stranske, Jim O. Brown (Alternate), Richey Wasserman, Michael Cimolino, Michael Carter (Alternate), Georgeanne Croskey, Rex Jackman (Caltrans/PAC), and Chair Dan Gjerde presiding.

Staff present: Nephela Barrett, Executive Director; Phil Dow, Principal; Janet Orth, Deputy Director/CFO; Loretta Ellard, Deputy Planner; Marta Ford, Administrative Assistant; Lisa Davey-Bates, Transportation Planner; and James Sookne, Program Manager.

Guest Presenters: Richard Mullen, Program/Project Management, Caltrans; Geoff Wright, Area Construction Engineer, North Region Construction, Caltrans; Howard Dashiell, Director, Mendocino County Department of Transportation; Jeremy Ronco, Engineering Technician, City of Willits; and, Andrea Trincado, Engineering Technician, City of Willits.

**2. Convene as RTPA – Transportation Tour.** The group boarded the MTA shuttle for the scheduled tour, which included the following itinerary:

Park & Ride for Tour through Downtown Willits

- Blosser Lane at State Route 20
- Caltrans Main Street relinquishment/bypass child projects – sidewalks, paving, Sherwood Road intersection
- EV charging station at W. Mendocino & School Street

Bus & Walking Tour Highlights in Laytonville

- Safe Routes to School
- Pedestrian/multi-use bridge
- EV charging station site, Branscomb Rd. & US-101
- Projects in Laytonville Traffic Calming & Revitalization Plan.

**3. Recess as RTPA– Lunch - Reconvene as Policy Advisory Committee.** The lunch recess started at approximately 12:30 p.m., and the meeting was reconvened at 1:07 p.m.

### **4. Public Expression.**

- Joni Potter, Superintendent of Laytonville Schools, was present to advocate continuing the work from the previous Safe Routes to Schools plan. She would like to see further improvement in creating more sidewalks and signage in the school zone, especially along Branscomb Road.

- Jayma Spence, Laytonville Health Start Family Resources Center Coordinator, works collaboratively with the school district on the current Safe Routes to School grant encouraging students and parents to walk more.
- Roland Spence works with students and parents to educating them on bike safety, teaching proper hand signals, and encouraging them to feel comfortable on the road while cycling. Mrs. and Mr. Spence are advocating to obtain additional funding for road safety and sidewalk improvements in Laytonville's school areas.

## **5 - 6. Regular Calendar.**

**5. Discussion of Willits/Laytonville Area Tour, Transportation Plans and Projects, Related Matters.** Chair Gjerde gave a brief overview of the projects in Willits and Laytonville that the group toured. He stated he was impressed with the electric vehicle (EV) stations. He also mentioned the pedestrian improvements, especially the bridge in Laytonville. Director Croskey added she was also impressed and pleased about the work on the bridge. Director Stranske thanked the group for touring Willits, thanked Caltrans and Granite Construction for the work they have done. He looks forward to the upcoming striping work. His concerns continue regarding motorists that ignore the law by failing to stop at the crosswalks. He suggests, on future endeavors that require temporarily removing the striping at crosswalks, to add signs reminding motorists that the law regarding crosswalks remains in affect. Director Croskey mentioned she was pleased to hear of the plans to improve sidewalks and crosswalks in the Blosser Lane area. The tours gave the group better experience by visiting the areas and examining the hazards first hand. Director Jackman reiterated that, whether striping is present or not, the law is that pedestrians have the right-of-way. Mr. Dow said the vehicle code is to yield at a marked or unmarked crosswalks; police can cite a vehicle that has not stopped for a pedestrian regardless. Chair Gjerde explained that MCOG hosts tours once or twice a year for the group to look at local transportation projects.

**6. Award of Triennial Performance Auditor Engagement for MCOG and Mendocino Transit Authority Audits, Fiscal years 2015/16 through 2017/18.** Ms. Orth requested continuance of this item to the next meeting and apologized for the delay. She explained that MCOG and Mendocino Transit Authority (MTA) are subject to independent Triennial Performance audits, according to Transportation Development Act (TDA). MCOG allocated \$20,000 in the budget to pay for the two audits. A request for Qualifications (RFQ) went out on October 3; two proposals were received within the October 24 due date. Ms. Orth will consult with MTA staff, per TDA requirements, to evaluate the proposals and give a recommendation. The Chair continued the item to December 3.

**7-9. Consent Calendar.** Upon motion by Croskey, second by Carter, and carried unanimously on roll call vote (*8 Ayes – Stranske, Brown/Alternate, Wasserman, Cimolino, Carter/Alternate, Croskey, Jackman/PAC, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that consent items are approved including the Second Amendment to FY 2018/19 Overall Work Program; MCOG authorizes Executive Director to sign appropriate certifications and revised OWP Agreement, as needed, and to forward to Caltrans, as required.

**7. Approval of August 20, 2018 – as written**

**8. Approval of Second Amendment to Fiscal Year 2018/19 Transportation Planning Overall Work Program (OWP):**

- *Adjusts funding in Work Element (W.E.) 1 to add carryover and reduce current year*
- *Adds carryover funds to W.E. 7, 9, 13, 14, 19, 20, and 22*

- *Adds \$19,000 of Rural Planning Assistance (RPA) carryover from various work elements to W.E. 17, Zero Emission Vehicle & Alternative Fuels Readiness Plan Update, increasing W.E. 17 from \$35,000 to \$54,000*
- *Reduces carryover for W.E. 21*
- *Adjusts funding between City of Fort Bragg staff and consultant for W.E. 15 Transportation Planning for Mill Site Reuse & Rezoning*
- *The revised total for the FY 2018/19 OWP funding increases from \$1,227,959 to \$1,381,130, an increase of \$153,171 from carryover funds.*

**9. Acceptance of 2016/17 Fiscal Audit of Mendocino Transit Authority – Accepts the audit report as presented by R. J. Ricciardi, Inc., CPAs; MTA received a clean audit.**

**10. Recess as Policy Advisory Committee - Reconvene as RTPA - Ratify Action of Policy Advisory Committee.** Upon motion by Wasserman, second by Cimolino, and carried unanimously (7 Ayes; 0 Noes; 0 Abstaining; 0 Absent): IT IS ORDERED that the actions taken by the Policy Advisory Committee are ratified by the MCOG Board of Directors.

### **11. Reports - Information**

- a. Mendocino Transit Authority. None.
- b. North Coast Railroad Authority. Ms. Ellard attended the last meeting on October 10. Senator McGuire's office staff informed the NCRA that, with regards to SB 1029, they should be spending more time on trails rather than rail. The NCRA Board did not agree and questioned the legislation that the Governor had ultimately signed. Prior to the bill being signed into law, MCOG sent a letter of support for the bill; however, the bill's subsequent amendments had substantial differences from the initial draft bill that MCOG supported.
- c. MCOG Staff - Summary of Meetings. Ms. Barrett referred to her written report.
- d. MCOG Administration Staff.
  1. Covelo State Route 162 Corridor Multi-Purpose Trail Project. Ms. Barrett talked about a recent pedestrian fatality that occurred within the limits of the project area. Mr. Sookne reported that since adopting the Mitigated Negative Declaration (MND) on December 4, 2017, MCOG allocated money for design and right-of-way. However, on January 2, 2018 a property owner filed a petition to challenge the validity of the MND. Since then, MCOG staff retained legal counsel and continued to work on a solution with the property owner. MCOG is moving forward with design and right-of-way of the remaining area. Mr. Sookne described the next steps to complete this project; depending on delays from the challenge to the MND, the project should continue to be completed on time. Mr. Dow discussed the high fatality rates at the project site.
  2. Transit Productivity Committee / Social Services Transportation Advisory Council Issues. Ms. Orth reported on these two MCOG standing committees that address the community's transit needs. She is tracking several issues that need information and meetings to follow up in the next few months: the MTA Annual Performance Review, Fare Box Revenue, the Senior Center's funding, and the Unmet Transit Needs. Ms. Orth explained the status of these matters before the TPC and SSTAC. MTA also created a committee of their line staff that is reviewing all transit routes on the system. The next SSTAC meeting is November 15, 2018.

3. *Miscellaneous*. None.

e. MCOG Planning Staff.

1. *Caltrans Sustainable Transportation & Adaption Planning Grant Applications Due Nov. 30*. Ms. Ellard announced applications are due November 30 for both grants. MCOG staff plans to submit an application under the Sustainable Transportation grant to address the process of SB 743, which passed in 2013. It changed part of the California Environmental Quality Act (CEQA) process from Level of Service to Vehicle Miles Traveled as a measurement standard. Ms. Barret described the Climate Adaptation Planning proposal that would produce a vulnerability assessment. Climate models would identify areas of the county that are more susceptible to wild fires, issues of ingress and egress, and populations that may have limited resources in case of emergency evacuations. The project will include planning for potential evacuation routes. If the applications are approved, the projects would be included in MCOG's Overall Work Program (OWP) and have a budget to provide a match for the grants. Chair Gjerde explained that during the last year's fires and evacuation times, local government received questions from the community asking what will be done to alleviate the situation and/or ensure the evacuation routes are accessible. He suggests including processes to monitor and maintain the routes.

2. *Miscellaneous*. As Ms. Ellard reported in October, MCOG issued a call for projects to the Technical Advisory Committee (TAC) for next fiscal year's Transportation Planning OWP. Applications are due December 1, 2018. She also said that a presentation will be on the December MCOG meeting agenda on the Safe Routes to School project. The consultants have been conducting a multi-year Active Transportation Planning (ATP) Safe Routes to School Non-Infrastructure project that involves seven school districts, countywide. The project has been running for about three years; it will be wrapping up soon and they are to present their findings to the Council.

f. MCOG Directors. *Report of Funds to Mendocino County from Senate Bill 1, the Road Repair & Accountability Act of 2017, and Other Reports from Board Members*. Chair Gjerde reviewed the funds coming into the county from SB 1 and asked staff to identify areas of increase. Ms. Barrett explained that funding through the State Transportation Improvement Program (STIP) has grown; MCOG programs these funds for transportation improvements throughout the county. Previous to SB 1 passing into law, MCOG was forced to delete projects covered in the STIP due to lack of funding. Based on SB 1 revenue, MCOG has been able to support the current STIP plan with \$7.5 million allocated in 2018. Depending on the outcome of Proposition 6, an effort to repeal SB1, the funds are anticipated to increase.

The State Highway Operation and Protection Program (SHOPP) also receive funds from SB 1 for maintenance and safety projects. About one-third of the SHOPP funds come from SB 1 and goes to both local and State agencies. The projects listed to receive SHOPP funds for Mendocino County's four-year cycle are over \$451 million for projects that include overlays, guardrails, and bridge rehabilitation. Richard Mullen explained Caltrans has 10-year cycle SHOPP Plan that prioritized projects and breaks down specific projects that are funded from SB 1. He said that just over \$1 billion is programed for Mendocino County projects over the 10-year Plan.

SB 1 also provides funding that goes directly to the cities and the County to be used on local streets and roads. The 10-year estimate from SB 1 for the Mendocino County region is \$67.3 million.

Ms. Davey-Bates said that funds Mendocino County receives through SB 1 are widespread to transit agencies, the Active Transportation Program (ATP), and planning grants. Ms. Barrett added that SB 1 provides funding to transit through State of Good Repair (annually, Mendocino Transit Authority receives about \$130,000) and State Transit Assistance (STA). There was an increase to STA of 89% from FY 2016-17 to FY 2017-18, and another increase in FY 2018-19 of 150%, bringing the total estimate to \$812,000 for the current year.

Mr. Dow reminded the group about the cities that passed a Self-Help dedicated transportation sales tax and are eligible for the Local Partnership Program (LPP), each entity receiving a flat \$100,000 annually. Ms. Ellard said that money can make a difference in a city applying for a competitive grant that requires a match to be provided.

- g. California Association of Councils of Governments (CALCOG) Delegates. Next CALCOG meeting is Thursday, November 8, 2018 in Sacramento.

**12. Adjournment.** The meeting was adjourned at 2:08 p.m.

Submitted: NEPHELE BARRETT, EXECUTIVE DIRECTOR

By Marta Ford, Administrative Assistant