

MENDOCINO COUNCIL OF GOVERNMENTS

Approved MINUTES

Monday, February 3, 2020

County Administration Center, Board of Supervisors Chambers

ADDITIONAL AUDIOCONFERENCE LOCATION:

Caltrans District 1, 1656 Union St., Eureka

ADDITIONAL MEDIA:

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

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

1. Call to Order / Roll Call. The meeting was called to order at 1:36 p.m. with Directors Rex Jackman (Caltrans/PAC), Jim Brown, Richey Wasserman, Larry Stranske, Tess Albin-Smith, John Haschak, Michael Carter and Dan Gjerde present; Chair Gjerde presiding.

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

2. 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 nominations for the office of Chair; Director Gjerde was nominated. With no further nominations, Ms. Orth closed nominations for the office of Chair.

Upon motion by Carter, second by Haschak, and carried unanimously (*7 Ayes; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that Director Gjerde is re-elected Chair.

Nominations were opened for the office of Vice Chair; Director Carter was nominated.

Upon motion by Brown, second by Wasserman, and carried unanimously (*7 Ayes; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that Director Carter was re-elected Vice Chair.

3. Convene as RTPA

4. Recess as RTPA – Reconvene as Policy Advisory Committee

5. Public Expression. Gayle Richard of Fort Bragg expressed concern over the redwood tree logging on State Route 20 for the Caltrans road realignment project. She suggested increasing highway patrol to reduce traffic speeds over SR 20 as an alternative to widening the road. Chair Gjerde thanked her for her contribution.

Diana Clarke, Executive Director of the Ukiah Senior Center, reported that their Federal Transit Administration (FTA) Section 5310 grant application for a new vehicle had been preliminarily granted, which will fulfill an unmet transit need. She explained the differences between Mendocino Transit Authority's Dial-A-Ride services and the Senior Centers' contracted transportation services and requested continued funding for Senior Center transportation program.

Monica Dios-Rivera of Ukiah stated that she relies heavily on public transportation as she does not drive. In San Francisco she used public transit to attend school as a returning student. She

expressed dissatisfaction at the lack of service on Wednesdays in Ukiah, but complimented dispatchers and drivers for their services. While she was unable to stay for the public hearing, it was noted a similar need was on the SSTAC's list of Unmet Transit Needs. Director Albin-Smith encouraged her to attend the next MTA meeting.

6 - 8. Regular Calendar.

6. Public Hearing: Unmet Transit Needs for Fiscal Year 2020/21 – Including Social Services Transportation Advisory Council (SSTAC) Recommendations of December 2019. Finding of Proper Notice. Ms. Orth confirmed proof of publication from Ukiah Daily Journal, published on January 3, 2020. Three of the four newspaper notices were published at least 30 days from the hearing. Additional outreach included MCOG's website and email list-serve.

Upon motion by Carter, second by Haschak, and carried unanimously (*8 Ayes; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that this public hearing on 2021/22 Unmet Transit Needs was properly noticed.

Ms. Orth gave a summary of the December 9, 2019 SSTAC unmet transit needs workshop and explained steps in the process of bringing those needs back to the board for action. Board discussion included:

- Director Stranske brought attention to the non-emergency medical transportation need for Howard Hospital patients in Willits. Ms. Barrett and Ms. Orth pointed out more details about Howard Hospital transportation from a previous conversation with hospital management as well as in the SSTAC minutes. Director Albin-Smith suggested using an electric vehicle if transportation for Howard Hospital moves forward.
- Director Haschack mentioned the possibility of an increased need for transportation between Covelo and Willits as the only bank in Covelo may close. Chair Gjerde also asked that MCOG staff address door-through-door services. Ms. Barrett and Ms. Orth explained that transportation to/from Covelo and Senior Center door-through-door services are some of the various recurring needs that appear on the Unmet Transit Needs list each year.
- Ms. Orth reviewed the prioritization process for Unmet Transit Needs in response to Director Brown's request for clarification.
- Director Albin-Smith suggested more carefully considering the infrastructure ability of MTA when implementing higher numbers of busses and drivers. Ms. Orth mentioned the transit standards that MTA is required to meet and Ms. Barrett gave a definition of "reasonable to meet" regarding transit needs.

Chair Gjerde opened the public hearing at 1:54 p.m.

Randy Dalton of Willits/Caspar/Laytonville stated that she regularly takes the bus between Willits and Fort Bragg and feels that there is a need for driver relief on the route. Also she emphasized importance of the route's scenic qualities.

Diana Clarke addressed the comment from public expression concerning the shortage of Wednesday assisted bus rides in Ukiah, giving background on cutbacks.

Ms. Clarke, as an Alternate having attended the SSTAC workshop, called attention to the SSTAC's general recommendation: "Consideration of additional allocations of Local Transportation Funds to maintain service levels of Senior Centers' existing transportation programs." She also discussed MCOG's efforts to revisit the funding formula for those programs and MTA's 2012 Short Range Transit Development Plan recommendation to expand the seniors transportation and for MTA to fill gaps in such services.

The hearing was closed at 2:20 p.m.

Upon motion by Brown, second by Wasserman, and carried unanimously (*8 Ayes; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that MCOG receives as testimony all needs reported by the Social Services Transportation Advisory Council (SSTAC), Mendocino Transit Authority (MTA), and needs identified through public outreach and 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.

7. Annual Appointments to Standing Committees

- a. Executive Committee. According to MCOG bylaws, Chair and Vice Chair are members of this committee with addition of a third member reflecting city-county balance. **Director Wasserman** volunteered to continue serving as the third member.
- b. Transit Productivity Committee. According to the bylaws, appointments are made by the Chair. Chair Gjerde re-appointed **Directors Brown and Carter**.
- c. California Association of Councils of Governments (CALCOG). Duties and upcoming events were noted. The annual Regional Leadership Forum is scheduled for April 5-7, 2020 in Riverside as the next delegate meeting. **Director Albin-Smith and Director Haschak** volunteered to continue services as the Delegate and Alternate respectively.

Upon motion by Haschak, second by Carter, and carried unanimously (*8 Ayes; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that the Council approves the above slate of committee appointments.

8. Adoption of 2020 Board Calendar. MCOG staff reported that the calendar was revised as directed by the Council in December to schedule a tour in May and an open option for a second tour in October.

Upon motion by Albin-Smith, second by Haschak, and carried unanimously (*8 Ayes; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED the 2020 Board Calendar is adopted.

9-13. Consent Calendar. Upon motion by Wasserman, second by Carter, and carried unanimously on roll call vote (*8 Ayes – Brown, Stranske, Wasserman, Carter, Albin-Smith, Haschak, Jackman/PAC, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that consent items are approved:

9. Approval of December 2, 2019 Minutes – as written

10. Technical Advisory Committee (TAC) Recommendation of January 15, 2020: Approval of Third Amendment to Fiscal Year 2019/20 Transportation Planning Overall Work Program (OWP):

- *Transfers expiring Planning, Programming & Monitoring funds from Work Element 7 to WE 2 for timely expenditure*
- *Corrects an error in the Second Amendment so as to allocate local funds for MCOG staff training under WE 14*
- *Adds one task each to WE 2 and to WE 20*
- *Corrects the grant funding source for WE 5, from SB 1 to State Highway Account*
- *Moves funds between work elements; no change to total OWP funding of \$1,133,141.*

11. Adoption of Resolution Approving the Mendocino Transit Authority’s Grant Application for Federal Transit Administration (FTA) Section 5311 Non-Urbanized Program Annual Regional Apportionment for Transit Operating Assistance

Resolution No. M2019-12

Approving the Programming of FTA Section 5311
Non-Urbanized Program Funds for
Mendocino Transit Authority Operating Assistance
(Reso. #M2019-12 is incorporated herein by reference)

12. Support for Grant Applications under Federal Transit Administration (FTA) Section 5311(f) Intercity Bus Program

- a. Adoption of Resolution Approving the Programming of Mendocino transit Authority’s Proposal for Continuation of Route 65, Mendocino to Santa Rosa Service

Resolution No. M2019-13

Approving the Programming of FTA Section 5311(f)
Intercity Bus Program Funds for
Mendocino Transit Authority’s Project Proposal:
Continuation of Route 65 Service
(Reso. #M2019-13 is incorporated herein by reference)

- b. Approval of Letter of Support for Greyhound’s Proposal for Continuation of Arcata to San Francisco Service, Second Daily Round Trip

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

- *Carla Meyer, Mendocino Transit Authority, for “Representative of Local Consolidated Transportation Services Agency” - reappointed through April 2023*
- *Dawn White, Mendocino Transit Authority, Alternate for “Representative of Local Consolidated Transportation Services Agency” - appointed through April 2023*
- *Kathy Sheehy, Ukiah Senior Center, for “Local social service provider for the handicapped that provides transportation” - appointed through April 2022*
- *Heather Haydon, Ukiah Senior Center, Alternate for “Local social service provider for the handicapped that provides transportation” - appointed through April 2022.*

14. Recess as Policy Advisory Committee – Reconvene as RTPA – Ratify Action of Policy Advisory Committee. Upon motion by Carter, second by Haschak, and carried unanimously on roll call vote (7 Ayes – Brown, Albin-Smith, Stranske, Wasserman, Haschak, Carter, and Gjerde; 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.

15. Reports - Information

- f. MCOG Directors. Chair Gjerde suggested a report from PAC member Rex Jackman, Caltrans District 1, in response to public comments questioning the notification of the Highway 20 project. Director Jackman commended speakers for their interest and reported that the environmental document was drafted and advertised in Willits and Fort Bragg newspapers beginning May 10, 2018. Director Jackman described the places to find information regarding current/upcoming projects on the Caltrans website. He also reported the safety and fatality statistics of the project area as well as projected data expected to reduce those high rates as a result of the project. The project is within Jackson State Forest,

a designated multi-use demonstration area. Ms. Barrett added that it is common for project notices to come out years in advance so as to have plenty of time for planning and public input. Board discussion and questions followed. The Chair looked forward to tracking Caltrans projects more and thanked Mr. Jackman.

16. Closed Session—Conference with Legal Counsel—Existing Litigation (Paragraph (1) of subdivision (d) of Section 54956.9), *Dewey-White v. Mendocino Council of Governments*, Mendocino Superior Court Case No. SCUKCVPT 18-70179.

Adjourned to closed session at 2:49 p.m. and reconvened in open session at 3:17 p.m. With respect to Agenda Item 16, Chair Gjerde reported that direction was given to counsel.

15. Reports – Information, continued

- a. Mendocino Transit Authority. None.
- b. North Coast Railroad Authority. Director Haschak reported that last month's Eureka meeting had good presentations on hiking and biking trails. There are still some issues with the judicial council of California paying for debts pertaining to the Ukiah courthouse.
- c. MCOG Staff - Summary of Meetings. Ms. Galliani's written staff report was provided.
- d. MCOG Administration Staff
 1. *State Route 20 Intersection Improvements at Blosser Lane in Willits*. Ms. Barrett briefly summarized the Caltrans meeting from several months ago as well as some of the reasons the project came to be. She listed some of the original construction ideas and affirmed that while not everything the community had talked about is going into the first phase of the project, there will be opportunities to add them in the future. Construction is planned for the summer season, before school starts. A discussion then ensued regarding the safety measures needed for the area. Director Stranske pointed out the difference between the maps handed out by MCOG and the maps from a previous Caltrans meeting held at the elementary school in Willits. He recalled that Caltrans had told him the road striping would be easy and inexpensive.
 2. *Federal Transit Administration Section 5310 Grant Awards*. Ms. Barrett reported that all Section 5310 applicants in the MCOG region were successful. Ukiah Senior Center will receive a new van, and Consolidated Tribal Health and Coastal Seniors in Point Arena received operating grants. These will be finalized at the March CTC meeting.
 3. *Miscellaneous*. None.
- e. MCOG Planning Staff
 1. *Fiscal Year 2020/21 Draft Transportation Planning Overall Work Program (OWP)*. Ms. Pedrotti reported that MCOG staff has begun the process of developing the first draft. MCOG received two applications requesting projects in the OWP: one from the County Department of Transportation and one from the City of Ukiah, which staff expects to include routine planning work elements. Staff will be submitting the draft document to Caltrans by March 1 as required. The TAC will review and recommend on the draft document at the February meeting.
 2. *Public Workshops – SB 743 Vehicle Miles Traveled (VMT) Baseline Study*. Ms. Ellard reported that MCOG will be holding the public stakeholder outreach meetings in Ukiah on February 18, 2020 and in Fort Bragg on February 19, 2020. She urged the Board to join in on these meetings.

3. *Fire Vulnerability Assessment & Emergency Evacuation Preparedness Plan.* Ms. Barrett gave an overview of the background of the project. She reported that there were nearly 300 responses to the public outreach survey conducted by the Category Five consultants. These results will be incorporated into the wildfire evacuation portion of the plan, which is projected to be finished by the 2020 fire season, when community forums will be held to educate members of the public. Director Carter serves on the Technical Advisory Group for this project and added that the contractor is working closely with all the fire chiefs and is addressing the individual problems in each area.

4. *Miscellaneous.* None.

f. MCOG Directors Continued. Director Stranske then expressed concerns about the new location of the Santa Rosa Airport commuter pickup/drop off location being unsuitable due to its poor provision of shelter.

g. California Association of Councils of Governments (CALCOG) Delegates. None.

17. Adjournment. The meeting was adjourned at 3:49 p.m.

Submitted: NEPHELE BARRETT, EXECUTIVE DIRECTOR

By Monica Galliani, Administrative Assistant