

MENDOCINO COUNCIL OF GOVERNMENTS

Approved MINUTES
Monday, May 3, 2010
Ukiah City Council Chambers

ADDITIONAL AUDIOCONFERENCE LOCATION:
Caltrans District 1, 1656 Union St., Eureka

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 Robertson (PAC), Lauren Sinnott, Mari Rodin, Larry Stranske, John Pinches, Kendall Smith, Susan Ranochak and Dan Gjerde, present; Chair Gjerde presiding. Jesse Robertson of Caltrans District 1 (PAC) joined the meeting by audioconference.

Staff present: Phil Dow, Executive Director; Janet Orth, Deputy Director for Administration; and Loretta Ellard, Assistant Executive Director.

2. Convene as RTPA

3. Recess as RTPA - Reconvene as Policy Advisory Committee.

Public Expression. None.

4 - 7. Regular Calendar.

4. Presentation and Acceptance of Point Arena Community Action Plan – Design, Community & Environment. Executive Director Dow introduced the speaker, John Hykes, Senior Associate, of DC&E, consultant for this Community Based Transportation Planning grant project, funded by Caltrans and MCOG. Director Sinnott reported on the special meeting that morning of the Point Arena City Council. A quorum was lacking, however public comments were positive, so she anticipated the City Council would adopt the plan on May 19.

Mr. Hykes described DC&E's work and began his presentation. He identified project partners and the design team. The culmination of this project is the Community Action Plan (print copies provided). The stakeholder charette was called a "Community Roundtable," which included an exercise for participants to identify "three great things" about Point Arena. Several workshops, walking tours and open house events were held. The Plan includes several components including Existing Conditions, Community Vision, Circulation, Sustainable Development, Utilities Review, Funding and Implementation. An Action Plan Framework identified specific improvements desired by the community. The resulting plan is more than a streetscape plan; stakeholders' ideas were incorporated in a vision for sustainable development. A prioritization exercise was conducted and steps for implementation of the identified improvement priorities were provided.

Director Sinnott (Point Arena Mayor) thanked him and reported that the process went well; she and City staff enjoyed working with DC&E. She stated this plan would not languish on a shelf and it is intended to be implemented. She commented on solutions for high sidewalks.

Mr. Hykes answered questions and said his team enjoyed working in Point Arena as a compact urban design challenge.

A brief general discussion followed on status of a previous Community Based Transportation Planning grant project in Laytonville and ADA access issues.

Public comment was invited; none present wished to speak.

Upon motion by Ranochak, second by Smith, and carried unanimously on roll call vote (8 Ayes – Robertson (PAC), Sinnott, Rodin, Stranske, Pinches, Smith, Ranochak, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent): IT IS ORDERED that the Point Arena Community Action Plan is accepted as prepared by Design, Community & Environment, subject to favorable action by the Point Arena City Council on its upcoming agenda.

5. Consideration of Proposal by Ukiah Valley Community Television to Televis MCOG Meetings. Mr. Dow summarized his staff recommendation to contract with UVCTV for services to broadcast the Board of Directors meetings on public television and via internet, and to provide electronic copies, for one year starting in June, at an estimated cost of \$1,100.

Chair Gjerde disclosed that he is President of the public access channel on the coast, which currently is sponsoring UVCTV under its 501c3 nonprofit designation until UVCTV establishes its own. He then recused himself from discussion of this agenda item and left the room (2:15 p.m.). Vice Chair presided over the meeting in his absence.

Mr. John Glasco of UVCTV detailed the merits of his proposal and answered questions. Discussion followed.

Upon motion by Smith, second by Stranske, and carried unanimously on roll call vote (7 Ayes – Robertson (PAC), Sinnott, Rodin, Stranske, Pinches, Smith, and Ranochak; 0 Noes; 0 Abstaining; 1 Absent - Gjerde): IT IS ORDERED that staff's recommendation is approved to contract with Ukiah Valley Community Television for televising and internet coverage of MCOG meetings for one year commencing with the June 2010 meeting, at a budget of \$1,100.

Chair Gjerde returned to the meeting.

6. Fiscal Year 2010/11 RTPA Budget Workshop. Ms. Orth gave a slide presentation, a new feature she prepared this year with more visual representations of the material. Revenue and allocations for the major funds were shown over a 14-year period, displaying trends. The prior year, current year, and next budget year were displayed for each allocation category. She welcomed comments on this new supplementary format and offered to distribute electronic copies.

- a. Report of Revenues Fiscal Year to Date 2009/10. Local Transportation Fund (LTF) sales tax receipts through April (10 of 12 months) total \$2,275,300, for a budget shortfall of \$295,892. Fiscal year end shortfall is predicted at \$350,000 to \$467,000. (Budget is \$3,085,431.)
- b. Executive Committee Recommendations of February 26, 2010. The committee approved staff's recommendation, including several measures to accommodate a 14.7% downturn in the County Auditor-Controller's revenue estimate compared to last year's. By law, the Auditor must provide the revenue estimate, used as a basis for the RTPA budget.
- c. TAC Recommendation of February 11, 2010 – Planning Overall Work Program. The Draft OWP was recommended by the Technical Advisory Committee to be forwarded to Caltrans for comment by March 1 as required annually. Total funding was \$800,591 from all sources. This amount is expected to increase when amounts to be carried over are identified.
- d. Staff Recommendations - Mendocino Transit Authority's Annual Transit Claim. MTA's claim was received by the April 1 due date. Staff recommended approval with a minor adjustment to long-term Capital Reserve for reconciliation with the fund balance. The Transit Productivity Committee was scheduled to meet May 4 for its annual review and recommendations on several issues including the claim, to be reported to MCOG June 7. Bruce Richard, MTA General Manager, offered comments, updating status of service cuts and MTA's budget. Director Sinnott complimented Ms. Orth on all of the budget materials

printed in the agenda packet. Director Pinches asked about the six-year federal transportation reauthorization, now expired. Mr. Dow predicted that extensions will continue this calendar year. He emphasized that today's presentation was meant to prepare the Board members for adopting the budget in June.

This agenda item was presented for information only. No action was taken.

7. Discussion of Agenda for June 7, 2010 Strategic Planning Workshop. Mr. Dow requested direction from the Council for the purpose of organizing the workshop. Discussion followed.

Chair Gjerde reported on the City of Fort Bragg's customary goal-setting workshop every other year, with a facilitator, attended by department heads. Goals for the community and the organization are covered. Director Sinnott recommended CalCOG's process, which she considered a good model. Suggestions for issues to be addressed in the workshop included:

- Strategic use of available funds
- Allowable uses of various funds
- Level of support for long-standing project needs that lack funding sources
- Proactive efforts to transform communities for sustainability and livability
- MCOG mission
- Perspective looking back on past planning efforts and MCOG actions
- Clear goals for the future

Meeting format and logistics also were discussed, such as whether to use a facilitator and procedural structure. Mr. Dow suggested starting at the June meeting, then engaging a professional facilitator for a subsequent workshop.

Directors Smith and Rodin were excused for another meeting at 3:40 p.m.

The Chair directed staff to agendize the workshop for June 7, following MCOG's business meeting. Seating can be rearranged for a workshop format in the regular council chambers.

8. Consent Calendar. Upon motion by Pinches, second by Ranochak, and carried unanimously on roll call vote (*6 Ayes – Robertson (PAC), Sinnott, Stranske, Pinches, Ranochak, and Gjerde; 0 Noes; 0 Abstaining; 2 Absent – Rodin and Smith*): IT IS ORDERED that consent items are approved:

8. Approval of April 5, 2010 Minutes – as written

9. Recess as Policy Advisory Committee - Reconvene as RTPA - Ratify Action of Policy Advisory Committee. Upon motion by Pinches, second by Ranochak, and carried unanimously on roll call vote (*5 Ayes – Sinnott, Stranske, Pinches, Ranochak, and Gjerde; 0 Noes; 0 Abstaining; 2 Absent – Rodin and Smith*): IT IS ORDERED that the actions taken by the Policy Advisory Committee are ratified by the MCOG Board of Directors.

10. Reports - Information

- a. Mendocino Transit Authority. None
- b. North Coast Railroad Authority. None
- c. MCOG Administration & Planning Staff

1. *Summary of Meetings.* Mr. Dow referred to his written staff report.
2. *California Transportation Commission's 2010 Interregional Transportation Improvement Program (ITIP).* "Mega projects" and other issues are addressed in the ITIP. The only Mendocino County project included is the Hopland Bypass, recommended by CTC staff for completion of environmental only, then to be suspended indefinitely. Adoption by the CTC is expected with the 2010 State Transportation Improvement Program (STIP) on May 20. The US-101 Bypass of Willits is not found in document, as funding is secured; however, not covered in the ITIP is Phase 2. Mr. Dow described the process for the Willits bypass project and reported status of funding. Whereas he had assumed a State bond sale would be needed, the SAFETEA-LU extension provides more federal funding than there are federalized projects in California, so it is a good time to be asking for an allocation. If the project is ready, funds will be available without delay.
3. *Quarterly Status Report of Projects.* As directed by the Council last month, this report is provided in the requested format. Several projects on the list were mentioned and questions answered, including the Caspar pedestrian facility, Simpson Lane intersection, Talmage interchange, and Perkins Street interchange in Ukiah. There was a brief discussion of problems carrying out the bike rack orders.

Director Ranochak left the meeting at appx. 4:30 p.m.

4. *Miscellaneous.* Mr. Dow reported on status of the Willits bypass project permits. Ms. Orth asked for a count of Council members to attend this week's Complete Streets workshop, to determine proper noticing. Only two members planned to attend.
- d. MCOG Directors. There were no reports.
 - e. California Association of Councils of Governments (CALCOG) Delegates. Director Sinnott reported on the Annual Regional Issues Forum in Monterey in April, which she attended as the voting Alternate Delegate. Various matters were covered, such as Attorney General Brown's case against exclusionary zoning. A history lesson was offered on the changes brought about for the transportation sector in the 1990s by the landmark federal ISTEA legislation and the new role of RTPAs resulting with Senate Bill 45. Also, Amtrak has received \$8 billion of federal stimulus. At the Delegates business meeting, MCOG's vote was worth the same value as the nine-county Bay Area's. Director Sinnott promised to report further at next month's workshop. She praised CALCOG as an organization that functions well and proposed for consideration an idea to form a coalition with other small agencies in Northern California to advocate for rural issues. The next Delegates meeting is scheduled for November in Burlingame.

11. Adjournment. The meeting was adjourned at 5:02 p.m.

Submitted: PHILLIP J. DOW, EXECUTIVE DIRECTOR

By Janet Orth, Deputy Director for Administration