

# MENDOCINO COUNCIL OF GOVERNMENTS

## Approved MINUTES

Monday, November 6, 2017

County Administration Center, Board of Supervisors Chambers

### 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 1:33 p.m. with Directors Steve Scalmanini, Larry Stranske, Richey Wasserman, Michael Carter (Alternate), Georgeanne Croskey, and Rex Jackman (Caltrans/PAC); Chair Dan Gjerde presiding. Michael Cimolino was excused.

Staff present: Phil Dow, Executive Director; Janet Orth, Deputy Director/CFO; Loretta Ellard, Deputy Planner; Nephela Barrett, Program Manager; James Sookne, Regional Project Manager; and Marta Ford, Administrative Assistant.

**2. Convene as RTPA**

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

**4. Public Expression.** None.

**5 - 8. Regular Calendar.** Executive Director Dow summarized some of the Regular Calendar items listed on the agenda. MCOG staff is facing year-end deadlines of multiple projects such as the Regional Improvement Transportation Program (RTIP), Regional Transportation Plan (RTP), and the Active Transportation Plan (ATP). The ATP has absorbed the Non-Motorized Transportation projects that were previously in the RTP.

**5. Discussion/Direction: Draft 2018 Regional Transportation Improvement Program (RTIP).** Ms. Barrett described the RTIP document that is required to be developed every two years. A copy of the draft 2018 RTIP was included in the agenda packet for prior review. The RTIP functions as the programming document for funds that come from the State Transportation Improvement Program (STIP). The California Transportation Commission (CTC) issues a Fund Estimate that designates the amount of funds available for programming. The total of \$2,659,000 is available for projects during the five-year period covered in the RTIP that have not been allocated. Ms. Barrett summarized what projects the money will fund. New programming is as follows:

- North State Street Intersection/Interchange Improvement – Total \$468,000
- Fort Bragg South Main Street Pedestrian Improvements – Total \$1,485,000
- Gualala Downtown Streetscape – Total \$575,000
- Sherwood Road Geometric Upgrade – Total \$100,000
- Willits Bypass Relinquishment – Total \$98,000
- Planning, Programming & Monitoring – Total \$298,000

No action was taken.

## 6. Technical Advisory Committee (TAC) Recommendations

- a. Public Hearing: Resolution - Approval of Final Active Transportation Plan (ATP). Finding of Proper Notice: Ms. Barrett confirmed proof of publication from Ukiah Daily Journal, published on October 27, 2017. Recommendation of finding of proper notice, then hold the public hearing. **Upon motion** by Director Wasserman, second by Alternate Director Carter and carried unanimously (7 Ayes; 0 Noes; 0 Abstaining; 1 Absent): IT IS ORDERED that this public hearing on the Final Active Transportation Plan was properly noticed.

Ms. Barrett reported that the plan had been finalized. The Active Transportation Plan (ATP) replaced the previous Regional Bikeway Plans; it includes both pedestrian and bicycle needs to address non-motorized needs. The ATP was developed to meet the planning requirements within the State's Active Transportation Program Guidelines and serves as the Active Transportation Element in the Regional Transportation Plan (RTP). It includes a review of Active Transportation needs, recommended projects and discussions of funding, goals, and policies specific to Active Transportation. The MCOG Board had the opportunity to review the draft in June; the MCOG Technical Advisory Committee recommends MCOG Board's approval. Community workshops, public meetings, and surveys were conducted throughout the plan development. Ms. Barrett summarized the Active Elements of the ATP.

In Board discussion, Chair Gjerde brought up MacKerricher Park Haul Road Repair & Enhancement, and suggested leaving the geometrics out of the description as the size is still under debate.

The Chair opened the hearing at 1:59 p.m. with no one testifying and no written testimony received from the public; the hearing was closed at 2:00 p.m.

**Upon motion** by Alternate Director Carter, second by Director Croskey, and carried unanimously on roll call vote (7 Ayes – Scalmanini, Stranske, Wasserman, Carter/Alt., Croskey, Jackman/PAC, and Gjerde; 0 Noes; 0 Abstaining; 1 Absent): IT IS ORDERED that MCOG adopts the Final Active Transportation Plan, pending recommended edits, by resolution:

### **Resolution No. M2017-13**

Adopting the 2017 Mendocino County Active Transportation Plan  
(Reso. #M2017-13 is incorporated herein by reference)

- b. Approval of Second Amendment to Fiscal Year 2017/18 Transportation Planning Overall Work Program (OWP). Ms. Ellard referred to her written staff report and explained the TAC's recommendation for a second amendment. It includes a proposal to reprogram FY 2016/17 FY Rural Planning Assistance (RPA) carryover funds.
- W.E 10 Regional Transportation Plan Update, Phase 2 Carryover - \$40,207 in carryover RPA funds added, increasing the project total from \$32,500 to \$72,707
  - Proposed New Project – W.E. 19 Pedestrian Facilities Needs Inventory & Engineered Feasibility Study – South Coast - Approval of this new Work Element programs the FY 2016/17 carryover funds and the "reserve" funds, for a total of \$76,528 in RPA funds (\$14,253 carryover, plus \$62,275 RPA "reserve") for this new project
  - Reserve for "Future Projects – To be Determined" to be deleted; funds moved to Work Element 19, as listed above
  - Increases the total work program from \$1,433,716 to \$1,488,176, an increase of \$54,460.

**Upon motion** by Alternate Director Carter, second by Director Croskey, and carried unanimously on roll call vote (7 Ayes – Scalmanini, Stranske, Wasserman, Carter/Alt.,

*Croskey, Jackman/PAC, and Gjerde; 0 Noes; 0 Abstaining; 1 Absent*): IT IS ORDERED that MCOG approves the Second Amendment to FY 2017/18 Overall Work Program, and authorizes Executive Director to sign appropriate certifications and revised OWP Agreement (as needed) and forward to Caltrans, as required.

**7. Discussion/Direction: Draft 2018 Regional Transportation Plan (RTP).** Ms. Barrett explained that the RTP is the primary transportation planning document for the region that covers a 20-year timeframe. In 2014, the MCOG Board changed the RTP update schedule from every five years to every four years, resetting the next update's due date to December 2017. The change was to accommodate a longer timeframe for the Regional Housing Needs Assessment, as part of the Housing Element development. The RTP will be available for the MCOG Board to take action at the February meeting. Ms. Barrett contacted the California Department of Housing and Community Development and learned they are in the process of developing their workload to accommodate all the counties that changed their update schedules. Six months after MCOG adopts the RTP, the local Regional Housing Needs Assessment process can begin. The draft RTP is available for comments and available online for public viewing; she requested that the MCOG Board submit comments to her by November 24, 2017. The RTP describes all modes of transportation needs, reviews recommended projects and funding for them. The RTP also includes goals, policies and objectives for various modes of transportation. Caltrans and public input was received throughout the development. Outreach efforts were made to the tribal governments. The Technical Advisory Committee (TAC) gave recommendations; they will have another chance to review the final draft RTP after public review, prior to MCOG Board adopting it. Staff has provided more information on zero-emission vehicle plans and alternative fuels for the final version. The draft RTP is available on the MCOG website. Ms. Orth reported upgrades to the website and how to find the document.

Chair Gjerde commented on the number of projects Caltrans has listed; this is largely due to SB1 funding projects of the SHOPP program. Information only; no action was taken.

**8. Consideration of Opposing Assembly Bill (Garcia), Transportation funding: Low-income Communities – “An act to amend Sections 14529 and 65082 of, and to add Section 65083 to, the Government Code, relating to transportation.”** Mr. Dow referred to his staff report. He requests that the MCOG Board oppose Assembly Bill 1640. The bill requires 25% of County's RTIP funds to be dedicated to projects specifically benefiting disadvantaged communities, regardless of established local priorities in the region. Mr. Dow illustrated that on previously committed funds to a multi-year project in partnership with Caltrans; had this Assembly Bill taken place, MCOG could not honor that commitment. All four cities and most of the County of Mendocino meet the criteria of economic disadvantage. The criteria would not affect Mendocino County with the exception that it may get in the way of how projects are prioritized. Mr. Dow suggests opposing this and other bills that may come in the future, that could possibly dictate how the Council decides to use the money. Mr. Dow recommends maintaining local control, consistent with the 1997 law SB 45.

**Upon motion** by Director Stranske, second by Alternate Director Carter, and carried unanimously on roll call vote (*7 Ayes – Scalmanini, Stranske, Wasserman, Carter/Alt., Croskey, Jackman/PAC, and Gjerde; 0 Noes; 0 Abstaining; 1 Absent*): IT IS ORDERED that MCOG opposes AB 1640 and authorizes the Executive Director to notify the author and appropriate California Assembly members and staff of such opposition.

**9. Consent Calendar.** Upon motion by Croskey, second by Wasserman, and carried unanimously on roll call vote (*7 Ayes – Scalmanini, Stranske, Wasserman, Carter/Alt., Croskey, Jackman/PAC, and Gjerde; 0 Noes; 0 Abstaining; 1 Absent*): IT IS ORDERED that consent item is approved:

**9. Approval of October 2, 2017 Minutes – as written**

**10. Recess as Policy Advisory Committee - Reconvene as RTPA - Ratify Action of Policy Advisory Committee.** Upon motion by Alternate Director Carter, second by Stranske, and carried unanimously on roll call vote (6 Ayes – Scalmanini, Stranske, Wasserman, Carter/Alt., Croskey, and Gjerde; 0 Noes; 0 Abstaining; 1 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. Chair Gjerde reported, since the last MCOG meeting MTA held a long range planning process meeting and a board meeting that he and Ms. Ellard attended. Things are busy at the staff level at MTA, including reorganizing their finance system and finance reporting processes.
- b. North Coast Railroad Authority. Ms. Ellard reported the last meeting was cancelled. She plans to attend the next meeting on Wednesday, November 8, 2017.
- c. MCOG Staff - Summary of Meetings. Mr. Dow referred to his written staff report. Ms. Orth added that she attended the Brown Act training.
- d. MCOG Administration Staff
  1. Senate Bill 1 Implementation – Road Repair and Accountability Act of 2017. Mr. Dow referred to his written staff report. The funds from SB1 flow directly to the County and the cities in the form of their normal gas tax. He worked with a couple of the cities and the County to ensure the required data was submitted within the October due date. Funds should be available in January. Director Scalmanini asked if the cities and County should have the new funds budgeted. Mr. Dow explained the guidelines require the projects and funds to be incorporated into the budget or to adopt a resolution that the budget will be amended. Chair Gjerde commented on other funds brought in by SB1. At the County, the new funds will initially restore the budget for roads to their original level without needing to use General Funds. Ms. Barrett added that regionally and statewide it is assisting to stabilize the funding received through the price-based excise tax which has been volatile in the last few years and the reason for some projects to be dropped out of the 2016 STIP program.
    - Mr. Dow monitors the Trade Corridor Enhancement program. There are no qualified projects MCOG members are working on at this time; however, he continues to monitor this program for future improvement projects on Highways 20 and 101.
    - Active Transportation Program Augmentation benefited Fort Bragg because they had some expiring State Park funds and were allowed to expedite ATP funding. Guidelines for ATP are being worked on and the CTC is expected to issue a Call for Projects in March.
    - Local Partnership Program was amended so the required match is down to 50% for cities that do not bring in \$100,000/year in sales tax; this is a benefit for Point Arena. Mr. Dow worked with the Cities of Willits and Point Arena, and County staff, to ensure all of their preliminary evidential data was submitted to the Commission prior to their due date. The funds from this program may be used for maintenance and rehabilitation activities.
  2. State Route 162 Corridor Multi-Purpose Trail Project Update – Mr. Sookne gave an update from last MCOG Meeting. The draft California Environmental Quality Act (CEQA) document was opened for a 30-day review and comment period on October 18, ending on November 16, 2017. On October 26, a public meeting was conducted in Covelo to go over the project and receive public comments. Four people attended this

meeting; there were no public comments. The document is available to view at the MCOG office and on the website: <https://mendocinocog.specialdistrict.org/sr-162-corridor-multi-purpose-trail-in-covelo>. Mr. Sookne will bring back the final draft CEQA document in December for the Board to review and adopt. Chair Gjerde asked if an RFP went out for contractors. Mr. Sookne responded that MCOG is in a contract for Environmental Design and Right-of-Way, for which the RFP went out in 2016. Plans for another RFP will go out for Construction and Construction Management around late Spring of 2020.

3. *Miscellaneous*. None.

e. MCOG Planning Staff.

1. *Caltrans Sustainable Transportation Planning Grant Program – Proposal Submitted for “Mendocino County Pedestrian Facility Needs Inventory and Engineered Feasibility Study.”* Ms. Ellard reported an application for a feasibility study was submitted prior to the October 20, 2017 deadline, for the Planning Grant cycle that was a result of additional money that SB1 provided. The study will cover unincorporated areas of the County plus three cities; Ukiah, Willits, and Fort Bragg. The project total is anticipated to cost about \$202,000; \$179,000 in grant funds and \$23,000 in local match. Caltrans will notify the applicants in December. She mentioned that Lake County submitted a similar project that was approved last cycle; MCOG staff patterned the scope of work and tasks after their successful application. On January 2, Caltrans is opening another Transportation Planning Cycle; proposals are due February 23. Mr. Dow explained that the studies may provide required documentation for future projects.
2. *Call for Projects – FY 2018-19 Transportation Planning Overall Work Program (OWP)*. Ms. Ellard reported a call for projects went out for next year’s OWP, due December 1. Development of next year’s OWP will begin in January.
3. *Call for Projects – MCOG’s Local Transportation Fund (LTF) Two Percent Bicycle & Pedestrian Program*. Staff issued the Call for Projects with a due date of November 13. The TAC will review the applications to make their recommendations to the MCOG Board.
4. *Miscellaneous*. None.

f. MCOG Directors. There were no reports.

g. California Association of Councils of Governments (CALCOG) Delegates. There were no reports.

**12. Adjournment.** The meeting was adjourned at 2:48 p.m.

Submitted: PHILLIP J. DOW, EXECUTIVE DIRECTOR

By Marta Ford, Administrative Assistant