

MENDOCINO COUNCIL OF GOVERNMENTS

Approved MINUTES
Monday, October 5, 2020

Teleconference Only
In compliance with Governor's Executive Order N-29-20

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 1:32 p.m. with Directors Rex Jackman (Caltrans/PAC), Jim Brown, Larry Stranske, Richey Wasserman, John Haschak, Michael Carter and Dan Gjerde present by Zoom teleconference; Chair Gjerde presiding. Tess Albin-Smith arrived at 1:44 p.m. after a technical difficulty.

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

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

2. Convene as RTPA

3. Recess as RTPA – Reconvene as Policy Advisory Committee

4. Public Expression. None.

5. Technical Advisory Committee Recommendation of August 19, 2020: Approval of the First Amendment to Fiscal Year 2020/21 Transportation Planning Overall Work Program (OWP).

Ms. Pedrotti referred to her staff report. She reported that the purpose of the first amendment is to carry over and reprogram unexpended prior-year planning funds. She reviewed the list of work elements as their funding would be utilized in the new fiscal year. The amendment would increase the FY 2020/21 Overall Work Program total from \$968,745 to \$1,083,936, an increase of \$115,191.

Upon motion by Carter, second by Haschak, and carried unanimously on roll call vote (7 Ayes – Brown, Stranske, Carter, Wasserman, Haschak, Jackman/PAC, and Gjerde; 0 Noes; 0 Abstaining; 1 Absent – Albin-Smith); IT IS ORDERED that the First Amendment to the FY 2020/21 OWP is approved as recommended by the Technical Advisory Committee, and the Executive Director is authorized to sign appropriate certifications and revised OWP Agreement (as needed), and forward to Caltrans as required.

6. Adoption of Resolution Approving the FY 2020/21 Project List for the California State of Good Repair Program.

Ms. Orth reported that MTA is proposing to program all of the new FY 2020/21 State of Good Repair (SGR) funds, estimated at \$139,962, towards their existing Ukiah Transit Center project. MTA is also requesting to reprogram their FY 2017/18 allocation to fund immediate needs for rehabilitation and facility upgrades in Ukiah and Fort Bragg, since funds will expire before they can be used for the Ukiah Transit Center as currently programmed.

Upon motion by Haschak, second by Wasserman, and carried unanimously on roll call vote (8 Ayes – Brown, Stranske, Carter, Wasserman, Albin-Smith, Haschak, Jackman/PAC, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent); IT IS ORDERED that the Fiscal Year 2020/21 State of Good

Repair Project List, including revised FY 2017/18 funding to rehabilitate MTA's current facilities as requested and a FY 2020/21 project, is approved.

Resolution No. M2020-09

Approving the Project List for the California
State of Good Repair Program
(Reso. #M2020-09 is incorporated herein by reference)

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

7. Approval of August 17, 2020 Minutes - as written

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

9. Reports - Information

- a. Caltrans District 1 – Projects Update and Information. Director Jackman reported that Caltrans staff has been working on their ArcMapping tool repairs and adding data. Caltrans is also working towards getting project managers and contact information listed online for each project for a direct route to getting questions answered. Director Jackman also reported that applications for Sustainable Transportation planning grants will be available in the upcoming weeks, due in January or February. Grant awards will be announced in the spring of 2021. There will be no climate adaptation planning grants offered this year.
Ms. Barrett clarified that “current” projects signify projects that fall under this construction season. Planning grants often fund Council of Governments (COG) planning projects within the overall work program, such as the recent Vehicle Miles Traveled Regional Baseline Study, as well as the Fire Vulnerability Assessment & Emergency Evacuation Preparedness Plan.
- b. Mendocino Transit Authority. Jacob King, Interim Executive Director of MTA, thanked the MCOG board for passing the State of Good Repair resolution and thanked MCOG staff for their help and support overall.
- c. North Coast Railroad Authority. Ms. Ellard reported that there will be a full assessment report coming for the NCRA that will be turned into the appropriate state agency in the upcoming weeks. The September quarterly NCRA meeting was cancelled, with the next one scheduled for December. Director Haschak reported that there has not been an NCRA meeting since June. He reported speaking with legislative staff and expects the assessment report to be released soon. Director Jackman added that Leishara Ward is the Caltrans staff member in Sacramento assigned to transitioning the NCRA into the Great Redwood Trail agency.
- d. MCOG Staff - Summary of Meetings. Ms. Barrett referred to her written staff report.
- e. MCOG Administration Staff
 - i. Dow & Associates Offices Relocated. Staff reported that the Administration offices are now located at 525 S. Main Street, Suite B, Ukiah, CA 95482.
 - ii. Financial Update. Ms. Orth reported that Local Transportation Fund (LTF) sales tax revenues through June 30 came in higher than expected, as shown below:

Auditor’s Estimate	LTF Receipts FYE	Excess at Fiscal Year End
\$3,852,643	\$4,109,625	\$256,982 (6.7%)

By MCOG policy the excess revenue is to be deposited in the LTF Reserve fund account for later allocation. State Transit Assistance (STA), from gas taxes, came in 15 percent below the State Controller’s estimate. MCOG holds an unallocated STA fund balance, so even with the revised STA estimate down 41 percent, MCOG can more than meet MTA’s 2020/21 claim of \$834,637. She advised that MCOG wait until the County Auditor-Controller has examined the first quarter of actual LTF revenues before deciding whether or not it will be necessary to amend the 2020/21 budget, which will not be known before December. However, because of the strong starting position, MCOG is able to meet budget needs until then.

Board discussion followed about economic sectors doing well or not in the county, with many small businesses still hurting from the pandemic. Ms. Barrett added that the funding sources that supply the STA funding also supply the State Transportation Improvement Program (STIP) funding. Chair Gjerde asked whether a potential federal transportation reauthorization bill could aid shovel-ready STIP projects. The FAST Act was set to expire September 30, with an extension or other action pending in Congress.

- iii. *Active Transportation Program (ATP) Application September 15, 2020 – Gualala Project.* Ms. Barrett explained the process that went into the completion of the ATP grant proposal. She also reported that staff is working with Caltrans to get more community feedback by using methods such as a public forum to finalize plans for the upcoming project; a tentative date of November 12 is scheduled. There has been good participation to date.
 - iv. *Miscellaneous.* None.
 - v. *Next Meeting Date.* Monday, November 2, 2020.
- f. MCOG Planning Staff.
- i. *Davey-Bates Consulting Offices Relocated.* Staff reported that the Planning offices are now located at 525 S. Main Street, Suite G, Ukiah, CA 95482.
 - ii. *2022 Regional Transportation Plan (RTP) Update.* Ms. Ellard reported that staff has begun the updating process for the next Regional Transportation Plan (RTP), which must be completed by February 5, 2022. Ms. Barrett added that the RTP cycle is now a four-year plan instead of a five-year plan, to align with housing plan schedules.
 - iii. *Miscellaneous.* Ms. Ellard reported that the Fire Vulnerability Assessment & Emergency Evacuation Preparedness Plan was accepted at the September 22 Board of Supervisors meeting. Final documents have been posted to the MCOG website. Ms. Ellard added that all five member agencies have been approved for funding of Local Road Safety Plans (LRSP). Discussion concerning safety data values ensued. The plans will assist with delivering local road safety projects.
- g. MCOG Directors. There no further reports.
- h. California Association of Councils of Governments (CALCOG) Delegates. There was nothing new to report.

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

Submitted: NEPHELE BARRETT, EXECUTIVE DIRECTOR

By Monica Galliani, Administrative Assistant