

# MENDOCINO COUNCIL OF GOVERNMENTS

## Approved MINUTES

Monday, May 7, 2018

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](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 1:30 p.m. with Directors Steve Scalmanini, Larry Stranske, Georgeanne Croskey, Mike Carter (Alternate), Mike Cimolino, Richey Wasserman, and Dan Gjerde present; Chair Gjerde presiding. Directors Susan Ranochak and Rex Jackman (Caltrans/PAC) were excused.

Staff present: Janet Orth, Deputy Director/CFO; Loretta Ellard, Deputy Planner; Nephele Barrett, Program Manager; and Marta Ford, Administrative Assistant. Executive Director Phil Dow excused.

**2. Convene as RTPA**

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

**4. Public Expression.** None.

**5 - 8. Regular Calendar.**

**5. Active Transportation Program (ATP) Non-Infrastructure Grants - Safe Routes to Schools Presentations.** Students and teachers representing both Ukiah High School and Laytonville Middle School shared presentations for the MCOG Board. Through the Safe Routes to Schools program, they created PhotoVoice presentations on their daily commute experiences and some of their ideas on possible solutions.

- a. Ukiah High School. Ms. Meredyth Reinhard, ATP Coordinator at Mendocino County Health & Human Services Agency, and three students, Ms. Amanda Reardan, Ms. Alejandra Precird, and Mr. Jesus Rodriguez, spoke on the traffic concerns of unsafe road conditions, misused crosswalks from congested traffic on local streets during school travel, safety and/or lack of designated bus stops, and concerns of safety through walking routes frequented by unsavory individuals.
- b. Laytonville High School. Mr. Roland Spence, teacher, and three students, Mr. Tony Tucker, Mr. Victor Garcia, and Ms. Hailey, presented their PhotoVoice. Their concerns include the area where the buses pick up and drop off students at the school being a trip hazard due to the cracks in the cement. When it rains, the crosswalks near the schools are flooded requiring students to walk on to dangerous roads to avoid the deep puddles. The area around the school lacks sidewalks compelling students to walk on dangerous shoulders of busy roadways with blind curves. Mr. Spence gave his experience of an accident he was involved in that left him critically injured due to a traffic accident in one of the blind curve areas. A concern for the

community is that there are bus stop stations but MTA does not provide transit services to Laytonville.

Comments and questions from the board included:

- *Three MCOG Board members live in the Willits and Laytonville areas. (Gjerde)* Brief discussion by local MCOG members.
- *What other committees will receive these presentations? (Gjerde)* The schools' presentations will also be conducted at city council meetings and school boards. Another suggestion is to ensure Traffic Engineering Committee(s) also receive an opportunity to see them.
- *Director Scalmanini explained the definition of "jay walking" for informational purpose.*
- *How can MCOG staff assist with the issues brought up by these presentations? (Scalmanini)* Ms. Ellard and Ms. Barrett explained several approaches, such as MCOG's Pedestrian Facility Needs Inventory & Engineered Feasibility Study that will address some of the issues later this year. The presentations were created through the Safe Routes to School program. Not all of the issues that were discussed are appropriate specifically for MCOG's action and are planned to be presented to other advisory and decision-making bodies.

**6. Fiscal Year 2018/19 RTPA Budget Presentation & Workshop.** Ms. Orth created a slide presentation that covered her written staff report. The presentation includes an overview of context and trends affecting the proposed budget and recommendations. Questions and discussion by councilmembers and staff were encouraged. Details covered in her written staff report and the presentation included the following. No action was taken.

- a. Report of Revenues Fiscal Year to Date (FYTD) 2017/18. Local Transportation Fund (LTF) sales tax receipts through April (8 of the 12 months on the accrual basis) total \$2,578,873, at \$251,066 (7.2%) more than the FYTD budget estimate of \$2,327,807.
- b. Executive Committee Recommendations of February 28, 2018 – Revenues & Allocations. The committee unanimously recommended a draft budget that allocates Local Transportation Funds (LTF) for MCOG Administration, 2% Bicycle & Pedestrian Program, and Planning, with the remainder available for Transit, consistent with established priorities for LTF. The Executive Committee also recommended allocating an LTF Reserve balance of \$188,000, at five percent, releasing \$59,998 of LTF prior-year audited revenues for allocation; and temporarily reserving a balance of LTF prior-year unallocated revenues of \$29,135. Available funds from State Transit Assistance (STA) and MCOG's Capital Reserve fund balance are to be used for transit purposes. Several other funding sources are available for the Planning program and regional projects. Total revenues in the draft budget proposal were \$6,267,477, with allocations at \$5,675,810.
- c. Technical Advisory Committee (TAC) Recommendation of February 21, 2018 – Draft Planning Overall Work Program. Ms. Ellard reported funding allocations from various sources for the Draft Transportation Planning Overall Work Program (OWP), which was forwarded per requirement to Caltrans for comment by March 1. Ms. Ellard provided details in her staff report and a summary of funding sources worksheet for the Council to review. The total draft program is \$565,475. Additional carryover projects are expected to be added to the Final Work Program. She briefly described each work element and amounts allotted. This information was included in the agenda packet for information only; no action is required at this time.
- d. Appointment of Alternate to Transit Productivity Committee. A meeting had been scheduled for May 17. Chair Gjerde appointed Directors Scalmanini and Alternative Director Carter as alternates for the Transit Productivity Committee.

**7. Technical Advisory Committee Recommendations of April 18, 2018**

- a. Allocation of Regional Surface Transportation Program (RSTP) Partnership Funds to Match Mendocino County Department of Transportation Funds for the North State Street US-101 Intersection/Interchange Project Study Report, Not to Exceed \$50,000. Ms. Barrett described a joint project of Caltrans and the County to address operational and safety concerns at this freeway interchange in Ukiah. Mendocino County Department of Transportation (DOT) plans to use the study model Greater Ukiah Area Micro-simulation Model (GUAMM) that MCOG funded a few years ago, to model traffic through the area of housing and commercial development. The Technical Advisory Committee (TAC) recommended using funds for a Project Study Report, to match the County's commitment with \$50,000 from the Partnership Program. The study would address the Orchard Street Extension project as well, enabling a consultant to use it for the two portions simultaneously. The study should be completed in time to use for all of the upcoming planned projects in the area.

**Upon motion** by Scalmanini, second by Wasserman, and carried unanimously on roll call vote (7 Ayes –*Scalmanini, Stranske, Croskey, Carter/Alt., Cimolino, Wasserman, and Gjerde*; 0 Noes; 0 Abstaining; 1 Absent –*Jackman/PAC*): IT IS ORDERED that \$50,000 from the MCOG Partnership Funding Program is allocated to match a \$50,000 commitment from Mendocino County to fund the North State Street – US 101 Intersection/Interchange Project Study Report.

- b. Allocation of Regional Surface Transportation Program (RSTP) Partnership Funds for City of Willits Electric Vehicle Charging Station, Not to Exceed \$5,000. Ms. Orth referred to Executive Director Dow's written staff report and the letter of request from the City of Willits for \$5,000 to complete the installation of two electric vehicle charging stations to Americans with Disabilities Act (ADA) city standards, as recommended by the TAC. Grant funds are providing \$74,000 of the \$79,000 project budget. MCOG has allocated funds to assist both Point Arena and Fort Bragg's electric vehicle charging station installations and continues to support the regional deployment plan.

**Upon motion** by Croskey, second by Carter, and carried unanimously on roll call vote (7 Ayes –*Scalmanini, Stranske, Croskey, Carter/Alt., Cimolino, Wasserman, and Gjerde*; 0 Noes; 0 Abstaining; 1 Absent –*Jackman/PAC*): IT IS ORDERED that \$5,000 from the MCOG Partnership Funding Program is allocated to assist the City of Willits in meeting ADA requirements at its electric vehicle charging station site, consistent with city standards, in the public parking lot at School Street and West Mendocino Avenue in Willits.

**8. Consideration of Amendments to Proposed Senate Bill 1029 – North Coast Railroad Authority Right-of-Way, Great Redwood Trail Agency / Sonoma-Marin Area Rail Transit District.** Ms. Ellard distributed a more recent version of Senate Bill (SB) 1029 than was included in the agenda packet. The updated April 30, 2018 copy of the Great Redwood Trail Act includes an additional amendment. SB 1029 requires the North Coast Railroad Authority (NCRA) to transfer its rights and responsibilities, excluding pre-existing liabilities and debts, to two different agencies. The location south of Willits would be transferred to the Sonoma-Marin Area Rail Transit (SMART) District and north of Willits would be transferred to Caltrans that would create a new Great Redwood Trail Agency, then abolish NCRA after those transfers are made. Senator McGuire's office contacted Humboldt County Association of Governments (HCAOG) staff for an opportunity to suggest amendments to the legislation. HCAOG contacted MCOG staff to receive the same opportunity. HCAOG submitted a suggestion that the newly created agency proposed amendment that gives HCAOG and MCOG the chance to have representation on both agency governing boards. Comments and questions from the directors included:

- How to determine the actual location of the divide between north and south segments referred to in the document, as there are no clear markings of the mileposts the document indicates?
- What happens to the communities that have no representation?
- What would be an appropriate amount of local representation?
- Where are possible locations of a viable terminal?

In discussion, it was agreed to request an amendment for one MCOG and one HCAOG appointed representative and a third appointed by both MCOG and HCAOG, to have more local representation.

**Upon motion** by Stranske, second by Carter, and carried unanimously on roll call vote (7 Ayes –Scalmanini, Stranske, Croskey, Carter/Alt., Cimolino, Wasserman, and Gjerde; 0 Noes; 0 Abstaining; 1 Absent - Jackman/PAC): IT IS ORDERED to request an amendment to add (i) under SEC. 9, Section 105020, for two additional seats on the SMART district board: a member appointed by the City of Ukiah and a member appointed by the City of Willits.

**Upon motion** by Croskey, second by Carter and carried unanimously on roll call vote (7 Ayes –Scalmanini, Stranske, Croskey, Carter/Alt., Cimolino, Wasserman, and Gjerde; 0 Noes; 0 Abstaining; 1 Absent – Jackman/PAC): IT IS ORDERED to request an amendment under Chapter 14, Section 5882, to add one member appointed by MCOG, one member appointed by HCAOG, and one member jointly appointed by both MCOG and HCAOG on the Great Redwood Trail Agency board.

Director Gjerde directed staff to send a letter to Senator McGuire’s office requesting the two amendments and clarification of the exact location of the proposed divide between SMART and the new trail, and to agendize the matter for the next board meeting for possible additional comments in consideration of endorsing the legislation.

**9-10. Consent Calendar.** Upon motion by Scalmanini, second by Carter, and carried unanimously (7 Ayes –Scalmanini, Stranske, Croskey, Carter/Alt., Cimolino, Wasserman, and Gjerde; 0 Noes; 0 Abstaining; 1 Absent – Jackman/PAC): IT IS ORDERED that consent items are approved:

**9. Approval of February 28, 2018 Executive Committee Minutes – as written**

**10. Approval of April 2, 2018 Minutes – as written**

**11. Recess as Policy Advisory Committee - Reconvene as RTPA - Ratify Action of Policy**

**Advisory Committee.** Upon motion by Wasserman, second by Carter, and carried unanimously (7 Ayes –Scalmanini, Stranske, Croskey, Carter/Alt., Cimolino, Wasserman, 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.

**12. Reports - Information**

- a. Mendocino Transit Authority. None.
- b. North Coast Railroad Authority. There was no further report or discussion.
- c. MCOG Staff - Summary of Meetings. Ms. Orth referred to Executive Director Dow’s written staff report.
- d. MCOG Administration Staff
  1. California Transportation Commission (CTC) Town Hall, April 11-12 in Santa Rosa. Ms. Orth gave a brief summary; the Town Hall in Santa Rosa went well. It was conducted in the historic DeTurk Round Barn for the designated counties of Lake, Mendocino, and

Sonoma counties for this outreach. About six Commission members attended along with their Executive Director; MCOG staff invited two local officials to share in the 45-minute time slot to present their experiences.

2. *Miscellaneous.* None.

e. MCOG Planning Staff.

1. *Regional Housing Needs Assessment (RHNA) Methodology.* Ms. Barrett referred to her written staff report. She summarized the Regional Housing Needs Allocation (RHNA) process for the next eight-year cycle; the last approved RHNA was in 2013. The California Department of Housing and Community Development assigned Mendocino County the determination of 3,845 housing units in different income categories to accommodate needs anticipated over the next eight years. The goal is to adopt a RHNA plan at the August MCOG meeting, and for MCOG to work with a committee of local agencies for the Housing Element preparation and to develop a challenge of the determination, which is considered unrealistic. Questions/comments from the Board included:
  - *What happens when houses are not occupied due to being dilapidated and are rehabilitated or replaced; do they get counted? (Gjerde)* If they are currently included in the count of existing units, replacement would not be counted.
  - *Where do the numbers come from? What difference do the numbers make and what are the consequences for not taking them into consideration? (Scalmanini)* Representatives and staff for local agencies have to accommodate the numbers in the housing element of their general plans. Some consequences would be more vulnerability to law suits, risk of not qualifying for funding, and loss of control in jurisdiction on development permits/plans. The numbers come from anticipated population growth and age categories that affect the type of unit growth. A consequence of trying to accommodate a larger number could be over-development that does not have the infrastructure and resources to support it.

2. *Miscellaneous.* None.

- f. MCOG Directors. Director Wasserman reported that the City of Point Arena now has an operable charging station in the city parking lot. (Refer to MCOG meeting of February 6, 2017 for details.)

Director Scalmanini informed the group of the recent news that Volkswagen's program Electrify America plans to install charging stations at Walmart parking lots. Ms. Orth said Electrify America reached out to Redwood Coast Energy Authority and Siskiyou County, MCOG's coalition partners, to accommodate disadvantaged communities. According to the settlement of a lawsuit against Volkswagen, Electrify America is investing \$2 billion over the next ten years in Zero Emission Vehicle (ZEV) infrastructure, education/outreach, and access/exposure representing the largest commitment of its kind to date.

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

**13. Adjournment.** The meeting was adjourned at 4:46 p.m.

Submitted: PHILLIP J. DOW, EXECUTIVE DIRECTOR

By Marta Ford, Administrative Assistant