

# MENDOCINO COUNCIL OF GOVERNMENTS

## Approved MINUTES

Monday, December 2, 2019

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 1:32 p.m. with Rex Jackman (Caltrans/PAC), Jim Brown, Richey Wasserman, Greta Kanne (Alternate), John Haschak, Mike Carter and Dan Gjerde present; Chair Gjerde presiding. Director Tess Albin-Smith arrived subsequently.

Staff present: Nephela Barrett, Executive Director; Janet Orth, Deputy Director/CFO; Loretta Ellard, Deputy Planner; James Sookne, Program Manager; and Monica Galliani, Administrative Assistant.

**2. Convene as RTPA**

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

**4. Public Expression.** None.

**5 - 7. Regular Calendar.**

**5. Report/Discussion: Fire Vulnerability Assessment & Emergency Evacuation Preparedness Plan.** Ms. Barrett introduced Mr. Bob Neumann, Vice President of Category Five Professional Consultants (MCOG's contractor), and provided a brief background of the grant-funded Fire Vulnerability Assessment & Emergency Evacuation Preparedness Plan in MCOG's planning program.

Mr. Neumann reported that Category Five has a goal of creating a wildfire emergency evacuation plan for multiple areas of the county. Category Five has met with various fire chiefs and teams throughout the county and is structuring a multi-hazard plan that will divide the county into area-specific zones. A public survey has been released for further input. Chair Gjerde pointed out that the lack of cell phone service in the county has proven to be problematic and he is looking forward to its expansion. Board discussion included:

- Are the planning teams looking into transportation issues such as residential areas with only one way in/out? (Haschak) – Yes.
- Is there a specified time frame for the project? (Brown) – Yes, two years total with an evacuation plan in place by next fire season.
- Is there a plan in place that aims to bring each agency to some sort of agreement? (Haschak) – Yes, through meetings with the technical advisory group, Sheriff and fire teams, and will engage all stakeholder agencies.

The Chair thanked Mr. Neumann. No action was taken.

**6. Technical Advisory Committee (TAC) Recommendation of November 20, 2019 and Public Hearing: Approval of Resolution Adopting the 2020 Regional Transportation Improvement Program (RTIP). Finding of Proper Notice.** Mr. Sookne confirmed proof of publication from Ukiah Daily Journal, published on November 21, 2019.

**Upon motion** by Director Wasserman, second by Director Haschak, and carried unanimously on roll call vote (*8 Ayes – Brown, Kanne/Alt., Wasserman, Haschak, Jackman/PAC, Carter, and Gjerde; 0 Noes; 0 Abstaining; 1 Absent – Albin-Smith*): IT IS ORDERED that this public hearing on Approval of the 2020 RTIP was properly noticed.

Ms. Barrett introduced the item and reported that the Technical Advisory Committee had met twice, scored and ranked project applications and approved the RTIP as presented. Mr. Sookne summarized each section of the RTIP and reported that timing issues and schedule adjustments were resolved.

In response to a follow-up question by Chair Gjerde regarding the Gualala project, Ms. Barrett added that there is minimal potential for a loss of parking spaces. There is no current statement that allows property owners to opt out of parking.

Mr. Sookne reviewed relevant acronyms and their meanings for the board. Ms. Barrett explained how different aspects of the document were separated based on funding methods.

Director Albin-Smith arrived at 1:55 p.m.

Public Hearing. Chair Gjerde opened the hearing at 1:55 p.m.

Tom Murphy from the Gualala Municipal Advisory Council stated that some Gualala residents have expressed concern over the potential ability for property owners to opt in or out of parking development in front of their stores. GMAC supported the original landscape component of the plan.

Ms. Barrett responded that the landscape was eliminated from the project streetscape and that Caltrans was concerned with maintenance.

The hearing was closed at 1:58 p.m.

**Upon motion** by Brown, second by Carter and carried unanimously on roll call vote (*8 Ayes – Brown, Albin-Smith, Kanne/Alt., Wasserman, Haschak, Jackman/PAC, Carter, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that the following resolution is adopted, and staff is authorized to submit the adopted RTIP to Caltrans and the California Transportation Commission.

**Resolution No. M2019-10**

Adopting the 2020 Regional Transportation  
 Improvement Program

(Reso. #M2019-10 is incorporated herein by reference)

New STIP Programming:	
North State Street Intersection/Interchange Improvement	
Right of Way	\$ 232,000
Gualala Downtown Streetscape	
Right of Way	390,000
Right of Way Supp.	510,000
Roundabout at Low Gap and North Bush – CON	703,000
Planning, Programming & Monitoring	235,000
<b>TOTAL</b>	<b>\$ 2,070,000</b>

**7. Discussion/Direction: 2020 MCOG Board Calendar.** Ms. Orth presented the tentative schedule of 2020 MCOG Board meetings to adopt in February. She gave an overview of the general layout and content of meetings, noting exceptions to first Mondays including placeholders for two transportation tours. Ms. Barrett asked the board whether they preferred one or two project tours, suggested Ukiah Valley and Covelo, and asked for their input. Chair Gjerde suggested scheduling a tour in Ukiah in the spring and keeping fall open for another location. Staff accepted direction to finalize the draft calendar with a tour in May and a potential tour in October. No action was taken.

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

**8. Approval of November 4, 2019 Minutes - as written**

**9. Approval of Resolution Adopting an Amended Conflict of Interest Code by Reference**

**Resolution No. M2019-11**

Adopting an Amended Conflict of Interest Code by Reference  
(Reso. #M2019-11 is incorporated herein by reference)

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

**11. Reports - Information**

- a. Mendocino Transit Authority. Director Albin-Smith had attended the most recent meeting and reported that there had been some difficulty applying for a grant.
- b. North Coast Railroad Authority. None.
- c. MCOG Staff - Summary of Meetings. Ms. Barrett gave a report on the Blosser Lane walking audit. MCOG and Caltrans staff stood at the intersection and observed problems. The community gave positive feedback on the current plan for the intersection. Caltrans believes the plan will work well short-term. Director Haschak brought attention to the large number of children and families that are affected by the intersection. Ms. Barrett explained that there would be wider shoulders and sidewalks rather than roundabouts or pedestrian refuges for this project. A brief board discussion ensued.
- d. MCOG Administration Staff
  1. *SBI Local Partnership Program (LPP) Guidelines Update.* Ms. Barrett reported that Caltrans and the California Transportation Commission (CTC) are working to update the guidelines for LPP funding distributions in response to negative feedback from various transportation agencies. She reviewed the current LPP guidelines and pointed out the advantages and disadvantages of the various options for small towns/cities and pointed out that it is likely that the funding minimum will be doubled to \$200,000. She sent in a letter containing MCOG's comments. Brief discussion ensued.

2. *Reminder: Form 700 Statements of Economic Interest due in 2020.* Ms. Orth reminded the Board members to complete their 700 forms by April 1, 2020 and noted the changes made to MCOG's code under Consent Calendar.
  3. *North State Super Region Meeting of November 5, 2019.* Ms. Orth reported on the North State Super Region and CTC Town Hall meetings she attended in Del Norte County.
  4. *Miscellaneous.* None.
- e. MCOG Planning Staff
1. *Proposals Received for FY 2020/21 Transportation Planning Overall Work Program (OWP).* Ms. Ellard reviewed the annual work program process and reminded the Board that eligible applicants can submit applications through the end of today.
  2. *Miscellaneous.* None.
- f. MCOG Directors. None.
- g. California Association of Councils of Governments (CALCOG) Delegates. Director Albin-Smith attended the most recent business meeting as MCOG's delegate and mentioned current topics of interest such as housing and the promotion of regional stories through the calcog.org website. She expressed interest in attending the annual CALCOG forum in Riverside; Ms. Orth confirmed the availability of budgeted travel and training funds.  
Ms. Barrett responded that Mendocino County projects will not be affected by the new federal Safer Affordable Fuel Efficient (SAFE) Vehicle Rule regarding air quality. Ms. Orth remarked on the harm this rule could do to California's investments in zero emission vehicle technology and noted the State is defending its policies through legal channels.

**12. Adjournment.** The meeting was adjourned at 2:43 p.m.

Submitted: NEPHELE BARRETT, EXECUTIVE DIRECTOR

By Monica Galliani, Administrative Assistant