

# MENDOCINO COUNCIL OF GOVERNMENTS

Approved MINUTES  
Monday, October 3, 2022

Teleconference Only  
Pursuant to Brown Act and Assembly Bill 361

**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 Jim Brown, Tess Albin-Smith, Greta Kanne, Scott Ignacio, John Haschak, Michael Carter, Tatiana Ahlstrand (Caltrans/PAC), and Dan Gjerde present by Zoom teleconference; Chair Gjerde presiding.

Staff present: Nephela Barrett, Executive Director; Janet Orth, Deputy Director & CFO; Loretta Ellard, Deputy Planner; James Sookne, Program Manager; and Jody Lowblad, Administrative Assistant. Alicia Meier of Mendocino County Dept. of Transportation was on hand to report under Agenda Item #8. Julia Peterson of Caltrans District 1 was available to report under Agenda Item #10a.

**Note:** Public comment was invited via email and 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 - 5. Consent Calendar.** Executive Director Barrett requested that Item #4 be pulled for discussion.

**4. Adoption of Resolution Making Continued Findings Pursuant to Assembly Bill 361 to Conduct Public Meetings Remotely for MCOG’s Legislative and Advisory Bodies During the COVID-19 State of Emergency.** Noting information learned after the agenda packet was distributed, Ms. Orth described staff’s recommendation, under the whereas recitals, to delete Paragraphs 4 and 6 as outdated, to change the word “would” to “may” in Paragraph 7, and to adopt the resolution as amended.

**Upon motion** by Albin-Smith, second by Haschak, and carried unanimously on roll call vote (*8 Ayes – Brown, Kanne, Albin-Smith, Ignacio, Haschak, Carter, Ahlstrand/PAC, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that the resolution is approved as amended.

## **Resolution No. M2022-17**

Making Continued Findings Pursuant to Assembly Bill 361  
to Continue Public Meetings Remotely  
for MCOG’s Legislative and Advisory Bodies  
During the COVID-19 State of Emergency  
[Reso. #M2022-17 is incorporated herein by reference]

**5. Approval of June 6, 2022 Minutes.** Upon motion by Brown, second by Carter, and carried unanimously on roll call vote (*8 Ayes – Brown, Kanne, Albin-Smith, Ignacio, Haschak, Carter, Ahlstrand/PAC, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that the minutes are approved as written.

**6. Public Expression.** None.

**7. Adoption of Resolution Approving the FY 2022/23 Project List for the California State of Good Repair Program – Mendocino Transit Authority – Ukiah Transit Center.** Ms. Orth summarized her written staff report, describing a brief history of this funding source and allocations made annually by MCOG. Mendocino Transit Authority (MTA) had submitted a project list to the State’s online reporting tool by the due date of September 1 as required, consisting of one project, development of a new Ukiah Transit Center. The only pending item was a resolution by MTA’s board as support documentation, received after the agenda packet was distributed, with no changes to the project information submitted or to MCOG’s draft resolution exhibit. The requested allocation of \$149,139 was within the available fund balance. Timing for this project is good, as MCOG currently has a planning project in the work program to locate a transit center site. Staff recommended approval. The Chair invited public comment; no one spoke to the item.

**Upon motion** by Brown, second by Haschak, and carried unanimously on roll call vote (8 Ayes – Brown, Kanne, Albin-Smith, Ignacio, Haschak, Carter, Ahlstrand/PAC, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent): IT IS ORDERED that the following resolution is approved.

**Resolution No. M2022-18**

Approving the FY 2022/23 Project List for the  
California State of Good Repair Program  
[Reso. #M2022-18 is incorporated herein by reference]

**8. Technical Advisory Committee (TAC) Recommendation of September 21, 2022: Award of Local Transportation Fund (LTF) Two Percent Bicycle & Pedestrian Program Funds.** Ms. Ellard summarized in her written staff report. Just one application was received, from Mendocino County Department of Transportation for facilities in two locations, one in Ukiah and one in Covelo, corresponding with a pending State Highway Safety Improvement Program (HSIP) grant application that would cover 90 percent of project costs. The TAC recommended approval.

Alicia Meier of MCDOT gave further comments and details of the project proposal, which was included in the agenda packet. The Chair invited public comment. Mr. Dave Shpak of Gualala expressed compliments on these project investments and called attention to similar pedestrian needs identified in studies and plans of the County’s south coastal area for future funding cycles.

In Board discussion, Director Haschak asked how the two projects were selected and costs estimated. Ms. Meier replied the engineer’s estimates were used, but did not have more specific information. The recently completed Local Road Safety Plans identified priorities countywide. Ms. Barrett added that the safety plans were a requirement of the HSIP grants and awards are based on data and accident history, so the south coast locations did not rise to the top using those criteria. She was encouraged to see grant proposals so promptly resulting from MCOG’s planning efforts.

**Upon motion** by Haschak, second by Carter, and carried unanimously on roll call vote (8 Ayes – Brown, Kanne, Albin-Smith, Ignacio, Haschak, Carter, Ahlstrand/PAC, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent): IT IS ORDERED that the Technical Advisory Committee’s recommendation is approved and \$175,000 of Local Transportation Fund (LTF) Two Percent Bicycle & Pedestrian Program Funds is awarded to Mendocino County Department of Transportation for the “Mendocino County Roadway Systemic Improvements I – South State Street (Ukiah) and Crawford Road (Covelo)” projects.

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

## 10. Reports - Information

- a. Caltrans District 1 – Projects Update and Information. Director Ahlstrand introduced Julia Peterson, who reported on local projects in the Clean California program. The funding goes to beautify, reduce litter, install public art, build trails and related community projects. Approximately 5,000 cubic yards of debris and 264 appliances were collected from Covelo over six full days, for a successful event. Covelo had been nominated for the cleanup program more than any other community, so they spent more time there than usual. Also two of eight beautification projects were completed in the county. A second cycle is coming up, with a call for projects in early January, due in February. Caltrans offers technical assistance by a grant manager for the application process.

Discussion and questions followed including:

  - Eligibility, results data and funding details. (Gjerde, Peterson)
  - Thanks and feedback that it was well worth the effort, participants were pleased with the results. (Haschak)
  - Illegal dump sites in Willits need to be addressed next cycle. (Kanne)
  - Gualala’s cleanup day was popular, with excess demand, could do again. (Shpak)
  - Interest in co-locating electric vehicle chargers with public parklets. (Gjerde)
  - Example of a Caltrans vista turnout property on SR 299 where a cleanup was done and new amenities are being installed such as toilets, picnic benches, EV chargers, bicycle racks, dog waste stations and trash cans. Other sites and opportunities are welcome for grant applications. (Peterson)
  - MCOG’s Information Packet includes a link to Caltrans’ survey. Staff is available by email to answer further questions. (Barrett, Peterson, Ahlstrand)
- b. Mendocino Transit Authority. Mr. Sookne reported on behalf of General Manager Jacob King: a Request for Proposals was released for the Short Range Transit Development Plan update.
- c. Great Redwood Trail Agency. Director Haschak reported on the September 19 meeting, where a presentation was received from consultant Alta Planning’s leadership team on their community engagement program for the master plan; the slides were sent to MCOG staff to share. Public outreach will start with the new year, continue for about six months, with a report due November 2023.
- d. MCOG Staff - Summary of Meetings. Ms. Barrett referred to the written report.
- e. MCOG Administration Staff
  - i. *Miscellaneous*. Ms. Orth reported status of triennial performance audits; a presentation to the Council is scheduled for the November meeting.

In Board questions, Ms. Barrett gave a brief update in reply to a question about the Covelo SR 162 Corridor Multi-Purpose Trail project. After a second solicitation, Resident Engineer Services had been contracted with Ghirardelli Associates for construction management and a kickoff meeting completed. Construction would be advertised for bids by week’s end, for selection in mid-November. Mr. Sookne reported that if bids do not come in within budget, staff will seek additional funds through Caltrans. If all goes as planned and depending on weather conditions, some work could be accomplished before March 15 to avoid delays related to the bird nesting season.
  - ii. *Next Meeting Date*. Monday, November 7, 2022.
- f. MCOG Planning Staff

i. *Feasibility Study - Mobility Solutions for Rural Communities of Inland Mendocino County*. Ms. Ellard reported that listening sessions were held during August in each of the five communities; the consultant AMMA Transit Planning analyzed the input for a followup survey. A second round of mailers will go out to each household promoting the survey. After analysis of survey results, the consultant will develop recommended mobility solutions for a final report to MCOG by August 2023. Staff hopes this will lead to services that can be implemented to resolve unmet transportation needs.

Director Kanne expressed appreciation on behalf of participants in the Brooktrails listening session, who are hopeful that creative transportation solutions can be found.

ii. *Miscellaneous*. Ms. Ellard reported a Request for Proposals was issued to procure a consultant for the feasibility study and location analysis of a new Ukiah Transit Center; proposals are due October 14. This grant-funded study has a budget of \$150,000 for a contractor, in MCOG's transportation planning work program.

g. MCOG Directors. Director Kanne reported she and Supervisor Mulheren hosted a successful cleanup in September of an illegal dump site in a Brooktrails cul-de-sac, where volunteers filled two trailers with 6,000 pounds of debris; another work day is scheduled for October 22 to complete the cleanup. She encouraged other jurisdictions to do similar projects, as volunteers are willing to work. Letters of support from various agencies are invited to close motorized access to these sites, so that local groups can pursue more trail building and other public uses. Director Haschak announced a public hearing October 18 to consider the closing of Dogwood Terrace in Brooktrails.

Director Albin-Smith reported attending all but one of the the Mobility Solutions listening sessions described above; each had different responses, and she praised the consultants' work.

Director Gjerde made a suggestion that City of Ukiah's municipal utility provide services for electric vehicle grant implementation in neighboring jurisdictions, as a potential revenue stream that could fulfill a local need for such expertise.

h. California Association of Councils of Governments (CALCOG) Delegates. Ms. Orth reported highlights of the most recent board meeting of September 23. The next meeting will be in person, November 29 in San Jose. The annual Regional Leadership Forum also will be back in person, March 6-8, 2023 in Riverside; board members are encouraged to attend and MCOG has a budget for travel expenses. In Board discussion, Director Albin-Smith noted that new Brown Act rules become effective in January; also she preferred remote meetings. Director Gjerde commented on the energy data from climate discussions, relative to reducing greenhouse gas emissions.

**11. Adjournment.** The meeting was adjourned at 2:40 p.m.

Submitted: NEPHELE BARRETT, EXECUTIVE DIRECTOR

By Janet Orth, Deputy Director & CFO