

# MENDOCINO COUNCIL OF GOVERNMENTS

## Approved MINUTES

Monday, March 2, 2020

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 Directors Rex Jackman (Caltrans/PAC), Jim Brown, Richey Wasserman, Larry Stranske, Tess Albin-Smith, John Haschak, Michael Carter and Dan Gjerde present; Chair Gjerde presiding.

Staff present: Nephela Barrett, Executive Director; Janet Orth, Deputy Director/CFO; Loretta Ellard, Deputy Planner; Lisa Davey-Bates, Transportation Planner; and Monica Galliani, Administrative Assistant.

## **2. Convene as RTPA**

## **3. Recess as RTPA – Reconvene as Policy Advisory Committee**

**4. Public Expression.** Diana Clarke, Director of the Ukiah Senior Center, thanked Ms. Barrett and Ms. Orth for their work to help the senior centers and reported she planned to attend MCOG's second Senior Centers Transportation workshop in March. She also expressed concern over the lack of communication between Mendocino Transit Authority (MTA) and the senior centers, stating how it appears to some that MTA is no longer thinking of contracting with the senior centers. She suggested that the MTA consider opening public hearings on the matter.

Richard Baker, Director of the Willits Senior Center, also thanked MCOG and expressed concern over the MTA contracts.

Bonnie Shaver of North Coast Opportunities (NCO) reported that seniors in NCO's foster grandparent program were also worried about losing transportation services.

Board discussion ensued concerning the next MTA meeting, which was determined to be March 25 at 1:30 p.m. in Ukiah.

## **5. Regular Calendar.**

## **5. Executive Committee Recommendations of February 24, 2020**

- a. Draft FY 2020/21 Regional Transportation Planning Agency (RTPA) Budget. Ms. Orth gave an overview of the Executive Committee's budget meeting. She referred to the provided draft budget, which the committee recommended as drafted by staff, for further development during the annual budget process. Ms. Barrett and Ms. Orth then provided more details about how the staff contract rates increase according to Consumer Price Index inflation rates.

The Local Transportation Fund (LTF) estimate of local sales tax revenue reached \$4 million for the first time, with the past three years growth averaging 3.6%, keeping pace with inflation at 3.0%. Additionally, there is a balance of LTF actual revenues carried over from FY 2018/19, at about \$215,000. After reserves according to policy, total LTF revenues are \$4.5 million. Total of all revenues is estimated at about \$7 million, expected to rise as more sources are reported,

Allocations from other sources for the Transportation Planning Overall Work Program (OWP) are as recommended by staff and Technical Advisory Committee. All MCOG program allocations are recommended at \$1.3 million. The total balance available for public transit comes to \$5,680,000.

The May meeting will include the budget presentation and the final budget will be prepared for adoption at the June meeting. This was for information purposes only; no action required at this time.

b. Approval of Extensions to Professional Services Agreements through September 30, 2021

i. *Administration & Fiscal Services – Dow & Associates*

ii. *Planning Services – Davey-Bates Consulting (DBC)*

Ms. Barrett explained that Dow & Associates and Davey-Bates Consulting contracts with MCOG are for a five-year period; the current contracts will expire on September 30, 2020.

**Upon motion** by Brown, second by Carter, and carried unanimously on roll call vote (8 Ayes – Brown, Stranske, Wasserman, Carter, Albin-Smith., Haschak, Jackman/PAC, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent): IT IS ORDERED that the existing contracts for MCOG Administration & Fiscal Services and MCOG Planning Services are extended for one year.

c. Discussion/Direction: Additional MCOG Specific Power to Allow for Regional Housing Related Planning and Application for State “Regional Early Action Planning” Funds. Ms. Barrett

explained that AB 101 has created new housing planning funds which MCOG staff is willing to implement following an amendment to the Joint Powers Agreement. The committee recommended the amendment to add regional housing planning to MCOG’s specified powers. MCOG would then use these funds to take up housing planning projects along with transportation planning projects, though under separate agreements with funding agencies. Board discussion ensued, during which funding, housing types and related matters were considered.

**Upon motion** by Carter, second by Wasserman, and carried unanimously on roll call vote (8 Ayes – Brown, Stranske, Wasserman, Carter, Albin-Smith, Haschak, Jackman/PAC, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent): IT IS ORDERED that staff is directed to prepare a Joint Powers Agreement (JPA) amendment for the April Council meeting to add regional housing planning to MCOG’s specific powers.

**6-7. Consent Calendar.** Upon motion by Wasserman, second by Carter, and carried unanimously on roll call vote (8 Ayes – Brown, Stranske, Wasserman, Carter, Albin-Smith, Haschak, Jackman/PAC, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent): IT IS ORDERED that consent items are approved:

**6. Approval of February 3, 2020 Minutes – as amended**

**7. Acceptance of 2018/19 MCOG Fiscal Audit – MCOG received a clean audit, as presented by R. J. Ricciardi, Inc., CPAs.**

**8. Recess as Policy Advisory Committee – Reconvene as RTPA – Ratify Action of Policy**

**Advisory Committee.** Upon motion by Carter, second by Brown, and carried unanimously on roll call vote (7 Ayes – Brown, Stranske, Wasserman, Carter, 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 has developed a user-friendly website for public use for access to current projects and project plans. In response to a question by Chair Gjerde, he stated that the Caltrans public information office is the best resource for any questions or input on any given project. Ms. Barrett referred to the table in the packet and pointed out that for each project, the phase, project manager, and description of work were listed. She anticipates that MCOG will be receiving these quarterly from Caltrans through tribal coordination meetings.
- b. Mendocino Transit Authority. Chair Gjerde referred to the March meeting mentioned previously. The February meeting had been cancelled.
- c. North Coast Railroad Authority. Ms. Ellard reported that the February meeting was cancelled. Director Haschak added that the next meeting would be held the coming Monday.
- d. MCOG Staff - Summary of Meetings. Ms. Barrett referred to her written report.
- e. MCOG Administration Staff
  - i. *California Transportation Foundation (CTF) Forum, February 11, 2020 in Sacramento*. Ms. Orth provided an overview of discussion topics, such as Senate Bill 1, the federal Safer Affordable Fuel Efficient Vehicle rule, climate action, and obtaining a Real ID.
  - ii. *Miscellaneous*. None.
  - iii. *Next Meeting Date*. April 6, 2020, to talk about the Joint Powers Agreement and view a presentation from Caltrans.
- f. MCOG Planning Staff.
  - i. *Public Workshops – SB 743 Vehicle Miles Travelled (VMT) Regional Baseline Study*. Ms. Ellard gave a background of the study and stated that the technical advisory group had met with the consultants (Fehr & Peers) which was followed by two public workshops. The consultant will be presenting the final plan to the Board in June 2020. The purpose of the study is to help cities and the county with vehicle miles travelled data in planning documents to meet new requirements.
  - ii. *Fire Vulnerability Assessment and Emergency Evacuation Preparedness Plan*. Ms. Ellard reported that the project timeline is on track and that a draft of the evacuation plan will be available in the next couple of weeks. The next technical advisory group meeting will be held on March 31 at the Farm Advisors room in Ukiah. MCOG staff and the consultant (Category Five) are preparing to hold educational meetings in locations such as Fort Bragg and Gualala. The plan is scheduled to be available this summer, and MCOG expects to present it to the MCOG board in June.

Director Carter reported that he had seen the first draft of the public outreach plan and that it was impressive. Director Albin-Smith and Chair Gjerde told MCOG staff they would like to see the draft plan as soon as possible.
  - iii. *Miscellaneous*. Ms. Barrett reported that a draft of the planning work program has been sent in to Caltrans based on a recommendation from the Technical Advisory Committee. The MCOG Board will then review the final budget for approval in June.
- g. MCOG Directors. Director Stranske reported that there is a new electric vehicle charging station being built in the Safeway parking lot in Willits and asked for any information regarding this project. Ms. Orth reported that it is not MCOG's project but could look into it if Director Stranske would like; the City would have approved a permit for it. More private installations can be expected. Discussion regarding other EV charging stations ensued.

- h. California Association of Councils of Governments (CALCOG) Delegates. Ms. Barrett reported that the Regional Leadership Forum is coming up in April. Ms. Orth, Ms. Ellard and Director Albin-Smith are registered and planning to attend.

**15. Adjournment.** The meeting was adjourned at 2:59 p.m.

Submitted: NEPHELE BARRETT, EXECUTIVE DIRECTOR

By Monica Galliani, Administrative Assistant