

MENDOCINO COUNCIL OF GOVERNMENTS

Approved MINUTES
Monday, November 2, 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 1:33 p.m. with Directors Rex Jackman (Caltrans/PAC), Jim Brown, Larry Stranske, John Haschak, Michael Carter and Dan Gjerde present by Zoom teleconference; Chair Gjerde presiding. Director Richey Wasserman was absent, and Director Tess Albin-Smith announced she would leave the meeting at 1:45 for election duties.

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. Jessica Stull-Otto of Round Valley shared her concerns about unsafe driving that has been going on in Round Valley in recent months. She reported that she has witnessed many cars speeding in 25 mph zones in the downtown area, noted recent fatalities, and asked that Round Valley be focused on in upcoming traffic safety studies for the county. Ms. Barrett clarified that Ms. Stull-Otto was referring to the Local Road Safety Plans, for which MCOG has a request for proposals (RFP) out now, and invited all to an upcoming Municipal Advisory Council meeting in Covelo on November 4 at 6:00 p.m. Director Jackman will forward these comments to Caltrans.

5. Recognition of Retiring Board Member – Richey Wasserman. This item was continued to next month's meeting.

6. Covelo SR 162 Corridor Multi-Purpose Trail Project

- a. Concurrence or Direction to Staff on Additional Contracting. Ms. Barrett summarized her staff report and gave a breakdown of the funding history of the project. George Rau/Munselle Engineering had previously been a subconsultant to GHD, the principal consultant. Their work under GHD's contract has come to an end, but there is now a need for additional surveying and legal description work to complete the right-of-way (ROW) appraisal and acquisition process. An initial estimate provided by George Rau identifies another \$90,000 in work remaining. Grant funding for ROW totals \$213,000, and there is approximately \$135,000 remaining in approved Regional Surface Transportation Program (RSTP) funds. The BRI contract is for \$150,358. Mr. Sookne noted Rau's contract would require the remaining programmed ROW grant funding and part of the RSTP, leaving very little for acquisition. Ms. Barrett recommended that the board provide staff direction to move forward with the Rau/Munselle contract. Ms. Barrett added that staff has been working with Caltrans on an application for additional funding through the Complete Streets program, which funds safety and multi-modal projects on state highways.

The Board discussed options and timeline. No public comments were received. Staff was directed to proceed with the Rau contract negotiation, and the Ad Hoc committee can decide whether the matter should be returned to the full Board.

- b. Appointment of Ad Hoc Committee. Directors Haschak and Carter volunteered to serve. **Upon motion** by Brown, second by Haschak, and carried unanimously on roll call vote (6 Ayes – Brown, Stranske, Carter, Haschak, Jackman/PAC, and Gjerde; 0 Noes; 0 Abstaining; 2 Absent - Wasserman and Albin-Smith); IT IS ORDERED that Directors Haschak and Carter are appointed to serve on the Ad Hoc Committee for the Covelo SR 162 Corridor Multi-Purpose Trail Project.

7. Approval of Local Agency Funding Formula for Regional Early Action Planning (REAP) Grant from California Department of Housing & Community Development. Ms. Barrett explained that, as discussed several times this year, MCOG is eligible to receive \$383,245 through the REAP program. Staff is working with local agencies to determine how best to use that money, recommending suballocation of the funds. Mr. Sookne referred to his spreadsheet and provided three different prospective funding distribution formulas. Staff recommended using Scenario 2, which would suballocate REAP funds proportionate to the Low- and Very Low-Income regional housing needs allocations for each agency. Director Gjerde expressed his interest in the grant program and is looking forward to its results despite challenges staff may face.

Upon motion by Brown, second by Carter, and carried unanimously on roll call vote (6 Ayes – Brown, Stranske, Carter, Wasserman, Haschak, Jackman/PAC, and Gjerde; 0 Noes; 0 Abstaining; 2 Absent - Albin-Smith and Wasserman); IT IS ORDERED that Scenario #2 is approved to distribute REAP funds proportionate to the Low- and Very Low-Income RHNA allocations for each MCOG member agency.

8. Consent Calendar. Upon motion by Haschak, second by Carter, and carried unanimously on roll call vote (6 Ayes – Brown, Stranske, Carter, Haschak, Jackman/PAC, and Gjerde; 0 Noes; 0 Abstaining; 2 Absent - Wasserman and Albin-Smith); IT IS ORDERED that consent items are approved:

8. Approval of October 5, 2020 Minutes - as written

9. Recess as Policy Advisory Committee – Reconvene as RTPA – Ratify Action of Policy Advisory Committee. Upon motion by Carter, second by Haschak, and carried unanimously on roll call vote (5 Ayes – Brown, Stranske, Carter, Haschak, and Gjerde; 0 Noes; 0 Abstaining; 2 Absent - Wasserman and Albin-Smith); 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
- i. *State Route 20 at Blosser Lane in Willits.* Director Jackman used the Caltrans ArcMapping tool to provide images of the two proposed interim improvement options for the Blosser Lane intersection. He added that there may be other things included in the plan that are not visible from the map, such as flashing pedestrian beacons. Director Gjerde mentioned that the road leading to the intersection does not currently indicate a need for reduced speeds, which led him to prefer the option of building a roundabout for the intersection. Director Stranske also commented that the downhill slope leading to Blosser Lane causes drivers to pass through at excessive speeds. Discussion about safety benefits of each plan ensued. Comments on the Project Initiation Document are due November 6, with the final document expected December 18.
 - ii. *District 1 Active Transportation Plan.* Director Jackman reported that consultants are finalizing the existing conditions report for the District 1 Active Transportation Plan (ATP). There are online surveys for the general public and members of the Technical

- Advisory Group (TAG) active now that will help the project progress. Ms. Barrett added that there will be more funding sources available for this round as well. Caltrans is now eligible to apply.
- iii. Projects Map Gallery Online Tool. There was no further discussion.
- b. Mendocino Transit Authority. Director Gjerde reported that the previous MTA Executive Director resigned, and that Jacob King has been appointed as Interim Executive Director.
- c. North Coast Railroad Authority. Director Haschak reported that there has not been a meeting lately, but there is one scheduled for next Monday.
- d. MCOG Staff - Summary of Meetings. Ms. Barrett referred to her written staff report.
- e. MCOG Administration Staff
- i. *Financial Update – Budget Revenue*. Ms. Orth reported that the Local Transportation Fund (LTF) sales tax revenues for the first two months of fiscal year 2020/21 have come in at 5.1 percent above the County Auditor’s budget estimate. The County Auditor does not intend to revise the local estimate before a full quarter of revenue is received. State Transit Assistance (STA) funds have not been received yet; reports show gasoline consumption down in April and rising through September.
 - ii. *2nd Conference on EV Charging Infrastructure 2020 – October 7-8, 2020*. Ms. Orth reported that about 200 stakeholders attended the online conference. She learned about current issues, state plans and multi-state coalitions. There have been significant advances in electric vehicles worldwide.
 - iii. *Miscellaneous*. Ms. Barrett reported that the virtual public meeting for the Gualala Downtown project has been moved to January 14. A preview of the project will be available on the Caltrans website.
 - iv. *Next Meeting Date*. Monday, December 7, 2020.
- f. MCOG Planning Staff
- i. *Draft Coordinated Public Transit-Human Services Transportation Plan to SSTAC Meeting on November 16, 2020 for Public Review and Comment*. Ms. Ellard reported that the Coordinated Plan Public Workshop will be combined with the regular Social Services Transportation Advisory Council (SSTAC) meeting on November 16. This plan is an inventory of transportation needs and services for seniors, people with disabilities and low-income earners that must be updated every five years. The final plan will come to MCOG for adoption.
 - ii. *Miscellaneous*. Mr. Sookne reported that the Title VI plan for MCOG is up for renewal, which will be presented in the December meeting. The public participation plan will also be updated.
- g. MCOG Directors. Director Haschak reported that there has been a lot of concern in the Laytonville area over the accidents caused by elk crossing the highway. Director Jackman advised Director Haschak to contact Caltrans to put in extra signage.
- h. California Association of Councils of Governments (CALCOG) Delegates. No report was received.

10. Adjournment. The meeting was adjourned at 2:47 p.m.

Submitted: NEPHELE BARRETT, EXECUTIVE DIRECTOR

By Monica Galliani, Administrative Assistant