

MENDOCINO COUNCIL OF GOVERNMENTS

Approved MINUTES
Monday, May 3, 2021

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 1:35 p.m. with Directors Jim Brown, Greta Kanne, Scott Ignacio, Tess Albin-Smith, John Haschak, Rex Jackman (Caltrans/PAC), and Dan Gjerde present by Zoom teleconference; Chair Gjerde presiding. [Clerk's note: the Public Appointee seat was vacant.] Ms. Tatiana Ahlstrand was introduced and will replace Mr. Jackman as the PAC representative at the next meeting.

Staff present on the call: Nephela Barrett, Executive Director; Janet Orth, Deputy Director / CFO; Loretta Ellard, Deputy Planner; Lisa Davey-Bates, Planning Principal; Alexis Pedrotti, Project Manager; James Sookne, Program 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 – None.

5. Public Hearing: Presentation and Approval of Resolution Adopting the 2021 Coordinated Public Transit – Human Services Transportation Plan: Mendocino County. Ms. Ellard gave an overview of the plan, explaining that the purpose of these plans is to address transportation needs of elderly, disabled, and low-income individuals. The plans must assess available services, identify needs and strategies to meet needs, opportunities for coordination, and prioritize implementation of strategies. Staff worked with consultant Thomas Pogue, Center for Business & Policy Research at University of the Pacific, as well as other stakeholders, to gather information and update the plan over the last year or so. The draft plan has been posted on MCOG's website since early March for public review and comment.

Mr. Pogue gave a presentation that described the plan and its purposes. Elements included demographic analysis, coordination of services and service gaps and unmet transportation needs analysis. He also listed various priority strategies, such as expansion of service, expansion of response and establishing a Non-Emergency Medical Transportation (NEMT) service.

The Chair opened the hearing at 1:45 p.m. Ms. Ellard confirmed that no legal notice was required for this hearing. Staff reported that significant discussion and comments were made at the November meeting of the Social Services Transportation Advisory Council (SSTAC). Staff also had commented on the draft plan and the consultant had incorporated the comments. With no new comments received and no one requesting to speak, the hearing was closed.

Upon motion by Director Ignacio, second by Director Haschak, and carried unanimously on roll call vote (7 Ayes – Brown, Kanne, Ignacio, Albin-Smith, Haschak, Jackman/PAC, and

Gjerde; 0 Noes; 0 Abstaining; 0 Absent): IT IS ORDERED that the the following resolution is approved and staff is directed to forward the plan and resolution to appropriate agencies.

Resolution No. M2021-01

Adopting the 2021 Coordinated Public Transit –

Human Services Transportation Plan:

Mendocino County

(Reso. #M2021-01 is incorporated herein by reference)

6. Presentation: Virtual Tour of City of Ukiah Transportation Projects. Ms. Barrett gave an introduction, stating that staff from the City of Ukiah had prepared a PowerPoint presentation (including short videos) of several transportation projects the City has recently completed or that are in various stages of planning and development. Most, if not all, of the projects being presented include funding provided by MCOG, or are derived from/supported by MCOG’s 2011 Rails-with-Trails Corridor Plan.

Mr. Tim Eriksen, Public Works Director, City of Ukiah presented various current projects, such as the Great Redwood Trail, the Gobbi Street and Waugh Lane intersection improvements, and roundabout planned for Low Gap and Bush. Discussion regarding details of projects ensued. Mr. Eriksen credited MCOG’s board and staff with providing assistance and resources.

No action was taken.

7. Fiscal Year 2021/22 RTPA Budget Presentation and Workshop. Ms. Orth referred to her staff report and presentation slides, noting that the uncertainties of one year ago have not materialized; instead local sales tax revenues have been coming in at an all-time high, with the County Auditor’s new estimate at \$4.5 million. Temporary reserves from 2020/21 are released for allocation in the proposed budget. Gas taxes remain low, while federal coronavirus relief is available for transit. Details covered in her written staff report and the presentation included the following. No action was taken; for information only.

- a. Report of Revenues Fiscal Year to Date 2020/21. Local Transportation Fund (LTF) sales tax receipts from July 2020 through February 2021 total \$3,198,916, at \$415,997 (10.0%) more than the FYTD budget estimate of \$2,782,919.
- b. Executive Committee Recommendations of February 25, 2021 – Revenues & Allocations. The Executive Committee unanimously recommended a draft budget that allocates LTF funds for Reserves, MCOG Administration (\$492,001), 2% Bicycle & Pedestrian (80,676), Planning (147,701), and the remainder available for Transit (\$4,071,667), consistent with established priorities for Local Transportation Funds. The LTF Reserve for transit is doubled to ten percent (\$452,000). With Administration and Planning containing costs, transit is the beneficiary of the funding increase.
- c. Technical Advisory Committee Recommendation of February 17, 2021 – Draft Planning Overall Work Program. Ms. Pedrotti reported that the Technical Advisory Committee (TAC) had reviewed and recommended the Draft Transportation Planning Overall Work Program; a total of \$581,480 was proposed from all funding sources for the Planning program. This amount is expected to rise as carryover amounts are identified. The final document will be presented for approval on June 7 along with the budget. She then gave a brief overview of the work elements and the funding available for them.
- d. Transit Productivity Committee Recommendations of April 26, 2021. Staff made an initial analysis for TPC review and recommendation of the annual transit claim from Mendocino Transit Authority (MTA). LTF funds available for MTA and Senior Centers adds 14.7 %

(\$522,554) over last year, reaching \$4 million for the first time. The total available funding is \$5,423,184, an increase of 7.0% (\$354,903), before federal relief.

In Board discussion, a main topic was continued planning for research into mapping electric vehicle charging locations, both existing and proposed. Staff agreed to look into current status and potential for developing a regional resource.

Director Albin-Smith was excused at 3:00 p.m.

8. Technical Advisory Committee Recommendations of April 21, 2021.

- a. Federal Highway Infrastructure Program (HIP) Funding – Award to Mendocino County Department of Transportation’s Ackerman Creek Bridge Project. Ms. Barrett reported that MCOG has received notification of two additional years of funding available to the region through the Highway Improvement Program (HIP). The Mendocino County region has apportionments of \$93,208 for FY 2019/20, and \$75,968 for FY 2020/21, for a total of \$169,176 in available federal funding. The first two rounds of funding from this program were awarded to the City of Ukiah’s Downtown Streetscape project. The TAC unanimously recommended that the FY 2019/20 and FY 2020/21 funding be awarded to the County’s Ackerman Creek bridge project (\$11,337,000 Construction cost).

Upon motion by Brown, second by Haschak, and carried unanimously on roll call vote (6 Ayes – Brown, Kanne, Ignacio, Haschak, Jackman/PAC, and Gjerde; 0 Noes; 0 Abstaining; 1 Absent – Albin-Smith): IT IS ORDERED that FY 2019/20 (\$93,208), and FY 2020/21 (\$75,968) Highway Improvement Program (HIP) funds are awarded to the County of Mendocino’s Ackerman Creek Bridge project, for a total award of \$169,176 as recommended by the Technical Advisory Committee.

- b. Adoption of Resolution - Approval of a Funding Distribution Formula for Coronavirus Response and Relief Supplemental Appropriations Act Funds (CRRSAA). Mr. Sookne reported that the Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA, HR 133) was enacted into law on December 27, 2020, and included transportation infrastructure funding to the States for suballocation. The California Transportation Commission (CTC) approved a distribution based 50% on the RSTP/STBG formula and 50% on the STIP formula. This scenario results in a total of \$1,622,007 for the Mendocino County region, with \$423,875 flowing through the Surface Transportation Block Grant (STBG) program and \$1,198,132 through the State Transportation Improvement Program (STIP) (including Planning, Programming & Monitoring of \$59,907). The TAC recommended the following funding scenario:

	Scenario #2G \$100,000 Base		
	STIP	STBG	Total
County	\$ 599,619.45	\$ 318,509.72	\$ 918,129.17
Ukiah	\$ 232,694.96	\$ -	\$ 232,694.96
Willits	\$ 144,050.60	\$ -	\$ 144,050.60
Fort Bragg	\$ 161,859.99	\$ -	\$ 161,859.99
Point Arena	\$ -	\$ 105,365.28	\$ 105,365.28
Totals	\$ 1,138,225.00	\$ 423,875.00	\$ 1,562,100.00

No local agencies in Mendocino County wished to program STIP funding in Fiscal Years 2020/21 or 2021/22; no mid-cycle STIP amendments will be considered by the CTC after October 2021. Regions will also have the option to program their CRRSAA STIP funds as part of the regular RTIP/STIP process that will start this fall. All funds must be programmed no later than August 2023. The Chair invited public comment; none were submitted.

Upon motion by Ignacio, second by Brown, and carried unanimously on roll call vote (6 Ayes – Brown, Kanne, Ignacio, Haschak, Jackman/PAC, and Gjerde; 0 Noes; 0 Abstaining; 1 Absent – Albin-Smith): IT IS ORDERED that the following resolution is adopted.

Resolution No. M2021-02

Approval of a Funding Distribution
Formula for Coronavirus Response and
Relief Supplemental Appropriations Act Funds
(Reso. #M2021-02 is incorporated herein by reference)

9. Consideration of Comments to California State Transportation Agency (CalSTA) on the Draft Climate Action Plan for Transportation Infrastructure (CAPTI). Ms. Barrett gave an overview of the topic, stating that on March 10, 2021, the California State Transportation Agency (CalSTA) unveiled the draft CAPTI. The plan builds on executive orders N-19-19 and N-79-20, signed by Governor Newsom in 2019 and 2020, and targeted at reducing greenhouse gas (GHG) emissions in transportation. She listed the most commonly expressed concerns about the program, such as strategies that change the conditions of SB 1 funding and strategies that take money away from some existing funding programs on which local agencies rely. Rural agencies had further concerns specific to their regions, as listed in the written staff report.

In Board discussion, Chair Gjerde asked if there is an existing working group to discuss the issue with; staff answered there is not, however CalSTA held workshops with presentations and the North State Super Region plans to submit a letter. Directors Brown and Kanne expressed confidence in staff to prepare and submit comments as detailed in the Ms. Barrett's report.

Upon motion by Brown, second by Haschak, and carried unanimously on roll call vote (6 Ayes – Brown, Kanne, Ignacio, Haschak, Jackman/PAC, and Gjerde; 0 Noes; 0 Abstaining; 1 Absent – Albin-Smith): IT IS ORDERED that the staff is directed to submit comments on the draft CAPTI to the California State Transportation Agency by the May 19, 2021 deadline.

10-12. Consent Calendar. Upon motion by Haschak, second by Kanne, and carried unanimously on roll call vote (6 Ayes – Brown, Kanne, Ignacio, Haschak, Jackman/PAC, and Gjerde; 0 Noes; 0 Abstaining; 1 Absent – Albin-Smith): IT IS ORDERED that consent items are approved.

10. Approval of April 5, 2021 Minutes - as written

11. Acceptance of MCOG 2019/20 Fiscal Audit - MCOG received a clean audit

12. Adoption of Resolution Approving Mendocino Transit Authority's Grant Application for Federal Transit Administration (FTA) Section 5311 Non-Urbanized Program Annual Regional Apportionment for Transit Operating Assistance

Resolution No. M2021-03

Approving the Programming of FTA Section 5311
Non-Urbanized Program Funds for
Mendocino Transit Authority Operating Assistance
(Reso. #M2021-03 is incorporated herein by reference)

13. Recess as Policy Advisory Committee – Reconvene as RTPA – Ratify Action of Policy Advisory Committee. Upon motion by Brown, second by Haschak, and carried unanimously on roll call vote (5 Ayes – *Brown, Kanne, Ignacio, Haschak, and Gjerde*; 0 Noes; 0 Abstaining; 1 Absent - *Albin-Smith*): IT IS ORDERED that the actions taken by the Policy Advisory Committee are ratified by the MCOG Board of Directors.

14. Reports - Information

- a. Caltrans District 1 – Projects Update and Information. Director Jackman reported that Caltrans staff is working on developing new mapping features. Tatiana Ahlstrand will be stepping in for the southern counties as the district reorganizes. Ms. Ahlstrand expressed her enthusiasm towards moving into the interim role.
- b. Mendocino Transit Authority. Jacob King, Executive Director, reported that MTA is working to restore routes that were cut due to the pandemic. MTA has ordered several zero emission transit vehicles and will be using one of the new electric busses in Willits, purchased through Volkswagen settlement funds. There will be another in use soon.
- c. North Coast Railroad Authority. Director Haschak stated that members of the NCRA are looking forward to the transition to the Great Redwood Trail Agency.
- d. MCOG Staff - Summary of Meetings. Ms. Barrett referred to her written staff report.
- e. MCOG Administration Staff
 - i. *Miscellaneous.* Ms. Barrett reported that staff received a request from the coalition Transportation California to sign on to their proposal for one-time funding for several existing programs from the State’s general fund surplus. She had agreed and signed the letter, consistent with ongoing discussions of transportation funding needs.
 - ii. *Next Meeting Date.* Monday, June 7, 2021.
- f. MCOG Planning Staff
 - i. *2022 Regional Transportation Plan/Action Transportation Update – Outreach through Social Pinpoint.* Ms. Ellard reported that staff is still working to get public feedback. Staff has received 75 unique responses, 39 written comments, 68 survey responses and 26 budget responses. Staff has posted information on social media and re-distributed press releases seeking more input.
 - ii. *Miscellaneous.* None.
- g. MCOG Directors. None.
- h. California Association of Councils of Governments (CALCOG) Delegates. There was no report.

15. Adjournment. The meeting was adjourned at 3:40 p.m.

Submitted: NEPHELE BARRETT, EXECUTIVE DIRECTOR

By Monica Galliani, Administrative Assistant