

MENDOCINO COUNCIL OF GOVERNMENTS

Approved MINUTES

Monday, December 2, 2013

County Administration Center, Board of Supervisors Chambers

ADDITIONAL AUDIOCONFERENCE LOCATION:

Caltrans District 1, 2430 6th St., Eureka

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 1:31 p.m. with Directors Rex Jackman (Caltrans/PAC, on the conference phone), Trevor Sanders, Benj Thomas, Larry Stranske (Alt.), Doug Hammerstrom, Susan Ranochak, and Dan Gjerde present; Chair Gjerde presiding. Director John Pinches was absent.

Staff present: Phil Dow, Executive Director; Janet Orth, Deputy Director for Administration; Loretta Ellard, Assistant Executive Director; Nephelie Barrett, Senior Planner; and Thomas Parker, County Counsel.

2. Convene as RTPA

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

Public Expression. Mr. Richard Jergensen, resident of Willits, representing Mendocino County Railway Society, spoke to the SMART proposal for commuter rail service in Sonoma and Marin Counties and asked whether MCOG knew of any plans to extend rail service to Cloverdale. Mr. Dow suggested that he call his office for an answer. Mr. Jergensen noted that tens of millions of dollars would be expended for SMART and suggested it would be a good idea to draft a plan for rail service extended into Mendocino County.

4 - 7. Regular Calendar.

4. Public Hearing: Unmet Transit Needs for Fiscal Year 2014/15. Ms. Orth summarized the purpose of this hearing and the annual process as detailed in her written staff report. She requested a finding of proper notice, verifying legal notices of the public hearing, citing proofs of publication from four local newspapers, and passing around the proofs to Council members for review. Additionally, the notice was posted on the MCOG website (www.mendocinocog.org) and was emailed to interested stakeholders on MCOG's listserv.

Upon motion by Thomas, second by Stranske, and carried unanimously on roll call vote (*7 Ayes – Jackman/PAC, Sanders, Thomas, Stranske/Alt., Hammerstrom, Ranochak, and Gjerde; 0 Noes; 0 Abstaining; 1 Absent – Pinches*): IT IS ORDERED that this public hearing on 2014/15 Unmet Transit Needs was properly noticed.

- a. Staff Report: Social Services Transportation Advisory Council (SSTAC) Recommendations of November 7, 2013. Ms. Orth submitted as testimony a list of 16 unmet transit needs and three additional recommendations for more general transportation matters compiled by MCOG's SSTAC, which included input received by Mendocino Transit Authority (MTA) from public meetings during the year. MTA submitted one more need heard by its board subsequent to the SSTAC meeting, for a total of 17 needs.
- b. Public Hearing. The Chair opened the hearing; with no one wishing to speak, the hearing was closed at 1:48 p.m. No further written testimony had been received from the public.

- c. **Board Action.** Ms. Orth reviewed the required action and staff's recommendation to forward all testimony to MTA for analysis and for review and recommendation by the Transit Productivity Committee (TPC) and SSTAC. The "reasonable to meet" finding is made following the TPC's recommendation, as part of budget adoption in June.

Upon motion by Ranochak, second by Stranske, and carried unanimously on roll call vote (7 Ayes – Jackman/PAC, Sanders, Thomas, Stranske/Alt., Hammerstrom, Ranochak, and Gjerde; 0 Noes; 0 Abstaining; 1 Absent – Pinches): IT IS ORDERED that 1) MCOG receives as testimony all needs reported by the SSTAC and MTA, 2) the testimony received includes "unmet transit needs" as qualified by MCOG's adopted definitions, and 3) all testimony is directed to Mendocino Transit Authority for analysis and for further review by the SSTAC and the Transit Productivity Committee.

5. **Public Hearing: Adoption of 2014 Regional Transportation Improvement Program (RTIP) – Technical Advisory Committee (TAC) Recommendations of November 20, 2013**

- a. **Staff Report.** Ms. Barrett reported proper notice in four newspapers in Mendocino County. Proofs of publication were circulated to Council members for their view.

Upon motion by Thomas, second by Stranske, and carried unanimously on roll call vote (7 Ayes – Jackman/PAC, Sanders, Thomas, Stranske/Alt., Hammerstrom, Ranochak, and Gjerde; 0 Noes; 0 Abstaining; 1 Absent – Pinches): IT IS ORDERED that this public hearing on adoption of the 2014 RTIP was properly noticed.

Ms. Barrett then reported on the funds available and 11 applications received, and gave a recap of her report in November of the TAC's preliminary recommendation, when the Council had requested that the TAC return with further options. She summarized the TAC's rankings as provided in the agenda materials. Mr. Dow discussed details of the scoring and ranking process and reasons for the proposed priorities. He gave a brief summary of each of the proposals and then answered questions. Ms. Barrett described the four recommended funding options and alternatives, referring to her written report. She reviewed the draft RTIP document and adopting resolution, noting why federally funded projects are in the document. Q&A included:

- What happens to funds not able to be used on the proposed projects. (Stranske)
MCOG's options to reserve some funds for later programming. (Staff)
- Success of Ukiah's proposal in the ranking; concern that coast projects did not rank more highly. (Thomas) Fort Bragg has been well funded to date; other eligible projects such as Gualala's are eligible for other funding sources. (Dow)
- County's Brooktrails Second Access project options as a result of Supervisors' vote not to support it; argument for why the project should not be funded any further. (Gjerde) Options presented by the TAC in case California Transportation Commission (CTC) does not approve supplemental funds for environmental study; review of how these would be treated in the RTIP adoption resolution. (Barrett)
- Question about funds for Fort Bragg's project under the various options. (Hammerstrom) Explanation of TAC's recommendations. (Barrett)

- b. **Public Hearing.** The Chair opened the hearing at 2:40 p.m.

Mr. John Almida, resident of Willits, spoke to City of Willits' proposed Baechtel Road/Railroad Avenue project and handed out written comments. He advocated for the project, which was not recommended for funding by the TAC, noting flaws in the proposal that placed the most crucial segment into a future third phase. He suggested how it could be constructed more effectively and economically, citing his experience as a public works employee, and offered to meet further with anyone interested.

In discussion, Director Stranske and Mr. Dow both agreed with and thanked Mr. Almida for his comments, citing a discrepancy between City Council’s priority and how the proposal was written. Mr. Dow offered further background on his outreach to assist and advise City staff in developing the proposal.

Ms. Madge Strong, Willits City Councilmember, seconded comments made by Mr. Stranske and Mr. Almida, agreeing that if the proposal had come first to the City Council, they would have proposed a first phase to construct the corridor gap, rather than the existing segment proposed by staff for improvement. The connection between the two existing roads to form an alternate corridor is a very important priority for the City.

Mr. Bob Parker, resident of Redwood Valley, representing Rediscover Freedom, stated that prior to his recent layoff by Mendocino County Department of Transportation he had been the project manager for the Brooktrails Second Access study. He was disappointed by the County Board of Supervisors’ action against it and objected to the characterization that funding the project would be a waste. He cited reasons why now is the prime opportunity to fund this major, complex and worthy project. Funding for Plans, Specifications and Engineering (PS&E) is already programmed by the CTC. He urged the Council not to give up and to start by making a case at the Northern California STIP hearing prior to CTC’s decision. All phases are eligible for STIP funds and it is the most logical source. He urged the Council to approve the TAC’s recommendation of Option 1 including the Brooktrails project, for the benefit of the current and future generations.

The hearing was closed at 2:55 p.m.

c. Board Action: Approval of Resolution Adopting the 2014 RTIP. Discussion included:

- Available options and advice for City of Willits’ proposal.
- Time constraints, rationale and fairness of MCOG’s process.
- Clarification of the TAC recommendations that leave funds unprogrammed and the process for later programming by RTIP amendment.

A motion was made by Stranske, second by Hammerstrom, to approve Option 2.
Discussion on the motion: Staff confirmed how the draft resolution would be revised to reflect the Council’s action.

The motion carried unanimously on roll call vote (*7 Ayes – Jackman/PAC, Sanders, Thomas, Stranske/Alt., Hammerstrom, Ranochak, and Gjerde; 0 Noes; 0 Abstaining; 1 Absent – Pinches*): IT IS ORDERED that the following resolution is adopted with the Technical Advisory Committee’s #2 priority for funding as shown in the agenda attachments, and staff is authorized to submit the adopted RTIP to Caltrans and the California Transportation Commission.

Resolution No. M2013-17
 Adopting the 2014
 Regional Transportation Improvement Program
 (Reso. #M2013-17 is incorporated herein by reference)

Planning, Programming & Monitoring, FY 2017/18 and 2018/19	\$ 298,000
New STIP Programming:	
North State St. Intersection & Interchange Improvements (County)	2,070,000
Ukiah Downtown Streetscape, Phase 2	1,369,000
Gualala Downtown Streetscape	340,000
Roundabout at Low Gap Rd. & North Bush St. (Ukiah)	703,000
South Main St. Bicycle & Pedestrian Access (Fort Bragg)	1,485,000
Reserve for Future Programming	784,000
TOTAL	\$ 7,049,000

6. Award of Local Transportation Fund (LTF) Two Percent Bicycle & Pedestrian Program Grants – Technical Advisory Committee Recommendations of October 16, 2013. Ms. Ellard reviewed the process of scoring and ranking proposals for this program, which was conducted concurrently with the RTIP process (refer to Agenda Item #5). Several of the member agencies had released the portion of funds previously awarded for bicycle racks that remained unclaimed to date. The estimated fund balance available was \$162,000. Five applications were received, for total funds requested of more than \$600,000. The TAC unanimously recommended grant awards to the Cities of Point Arena and Fort Bragg for the two highest ranked proposals.

Chair Gjerde made a clarifying comment about the bike racks and invited public comment. There were no comments from the audience.

Upon motion by Thomas, second by Stranske, and carried unanimously on roll call vote (7 Ayes – Jackman/PAC, Sanders, Thomas, Stranske/Alt., Hammerstrom, Ranochak, and Gjerde; 0 Noes; 0 Abstaining; 1 Absent – Pinches): IT IS ORDERED that the Technical Advisory Committee’s recommendation is approved to award \$162,000 from the Local Transportation Fund Two Percent Bike & Pedestrian Program as follows:

City of Point Arena	Lake Street Safe Routes to School project	\$ 144,844
City of Fort Bragg	School & Town Bicycle Facilities project	17,156
	TOTAL	\$ 162,000

7. Public Hearing: Adoption of Vision Mendocino 2030: Blueprint Plan for Sustainable Growth

- a. Staff Report. Mr. Dow introduced the item, noting no further comments had been received since the consultant’s presentation on November 4; then Ms. Barrett gave a brief overview of the project phases to date, of which Phase III is now concluded. She summarized work completed, including GIS data compilation and mapping, public outreach, visioning process, development of growth scenarios and community selection of a preferred scenario. The preferred growth scenario was a hybrid of two of the proposed alternatives. Guiding principles and strategies also are provided to help implement the preferred scenario.
- b. Public Hearing. The Chair opened and closed the hearing at 2:22 p.m., with no one wishing to speak.
- c. Board Action. Director Hammerstrom thanked staff for going through all the necessary steps and staying with the process to complete this plan.

Upon motion by Hammerstrom, second by Stranske, and carried unanimously on roll call vote (7 Ayes – Jackman/PAC, Sanders, Thomas, Stranske/Alt., Hammerstrom, Ranochak, and Gjerde; 0 Noes; 0 Abstaining; 1 Absent – Pinches): IT IS ORDERED that the Vision Mendocino 2030 Blueprint Plan is adopted as prepared by The Planning Center | DC&E.

8. Closed Session: Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2) (1 case). The meeting was adjourned to closed session at approximately 3:20 p.m.

All MCOG staff members left the meeting before the conclusion of Agenda Item #8. Before reconvening in open session, direction was given to County staff.

9. Regular Calendar, continued

9. Request for Proposals (RFP) Process for Comprehensive Staffing Services Starting FY 2014/15 – continued from November 4, 2013. County Executive Office staffed this agenda item and provided the following record:

"After hearing a presentation from staff, the Board voted unanimously to split the 2014/15 and beyond staffing services for MCOG into two separate Requests for Proposal (RFP), one being an administrative and fiscal services staffing contract, and the other being a planning services contract. The Board also voted unanimously to not have any Board members participate on the RFP candidate review and selection group. The Board will still maintain final selection rights on the final candidates for each contract."

Director Jackman (Caltrans/PAC) left the meeting after Agenda Item #8.

MCOG staff returned to the meeting at 5:08 p.m., after the conclusion of Agenda Item #9.

10 - 11. Consent Calendar. Upon motion by Thomas, second by Ranochak, and carried on roll call vote (4 Ayes – Sanders, Thomas, Hammerstrom, and Gjerde; 0 Noes; 2 Abstaining - Stranske/Alt. and Ranochak; 2 Absent - Jackman/PAC and Pinches): IT IS ORDERED that consent items are approved:

10. Approval of November 4, 2013 Minutes – as written

11. Technical Advisory Committee Recommendation of November 20, 2013: Approval of Third Amendment to Fiscal Year 2013/14 Transportation Planning Overall Work Program (OWP)

- Adds Rural Planning Assistance (RPA) funds carried over from last fiscal year in the amount of \$3,951, as approved by Caltrans, to Work Element 1, Current Planning
- Reprograms existing funds for City of Fort Bragg's Work Element 12, "Comprehensive Way Finding Signage Plan," to reflect work to be done in-house and redistribute the budget between city staff and the consultant.
- Increases Total OWP funding from \$1,737,770 to \$1,741,721 (increase of \$3,951).

12. Recess as Policy Advisory Committee - Reconvene as RTPA - Ratify Action of Policy Advisory Committee. Upon motion by Ranochak, second by Thomas, and carried unanimously on roll call vote (6 Ayes – Sanders, Thomas, Stranske/Alt., Hammerstrom, Ranochak, and Gjerde; 0 Noes; 0 Abstaining; 1 Absent - Pinches): IT IS ORDERED that the actions taken by the Policy Advisory Committee are ratified by the MCOG Board of Directors.

13. Reports - Information

- a. Mendocino Transit Authority. No one from MTA was present to report.
- b. North Coast Railroad Authority. Ms. Ellard reported on the most recent NCRA meeting. The major topic was remediation of the Ukiah depot site, costs having increased significantly. A not-to-exceed project budget increase was approved, from \$250,000 to \$400,000.
- c. MCOG Administration & Planning Staff
 1. *Summary of Meetings*. Dow referred to his written staff report and made one minor correction.
 2. *Miscellaneous*. None.
- d. MCOG Directors. Chair Gjerde reported his attendance November 14 at the final evening session of community workshops in Boonville for the State Route 128 Corridor Valley Trail Feasibility Study, sponsored by MCOG and Caltrans. The event was well attended; people seemed curious as to the likelihood of funding and were generally supportive of project. Also in November, he attended the "California by Bike Summit" in Oakland, learning ways that cycling can be tripled over four years and other good ideas.

- e. California Association of Councils of Governments (CALCOG) Delegates. The recent CALCOG board meeting conflicted with the California State Association of Counties (CSAC) meeting, so neither delegate was able to attend.

14. Adjournment. The meeting was adjourned at 5:15 p.m.

Submitted: PHILLIP J. DOW, EXECUTIVE DIRECTOR

By Janet Orth, Deputy Director for Administration