

# MENDOCINO COUNCIL OF GOVERNMENTS

## Approved MINUTES

Monday, March 2, 2015

County Administration Center, Board of Supervisors Chambers

**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 Rex Jackman (Caltrans/PAC), Doug Hammerstrom, Steve Scalmanini, Larry Stranske, Trevor Sanders, Susan Ranochak, Tom Woodhouse, and Dan Gjerde present; Chair Gjerde presiding.

Staff present: Phil Dow, Executive Director; Janet Orth, Deputy Director/CFO; Loretta Ellard, Deputy Planner; and Nephele Barrett, Program Manager.

### **2. Convene as SAFE**

**3. Adoption of Resolution To Approve Agreement with State of California Department of California Highway Patrol.** Executive Director Dow briefly described the essential purpose of this two-year agreement renewal through June 30, 2017, for monitoring and dispatch services, not to exceed \$800 total.

**Upon motion** by Stranske, second by Ranochak, and carried unanimously on roll call vote (*7 Ayes – Hammerstrom, Scalmanini, Stranske, Sanders, Ranochak, Woodhouse, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that the following resolution is adopted.

#### **Resolution No. S2015-01**

To Approve Agreement with State of California  
Department of California Highway Patrol  
(Reso. #S2015-01 is incorporated herein by reference)

**4. Report: Mendocino County Call Box Update.** Mr. Dow announced that all call boxes in the system now are TTY capable, i.e. equipped with Teletypewriter/Telecommunication devices for hearing- and speech-impaired motorists. This had been an issue, since the new boxes using satellite technology were incompatible, but a solution was found and implemented. Mendocino SAFE is the first in the state, and likely in the nation, to be installing this new technology. There are 67 standard boxes on each state highway and 14 satellite boxes on each state highway in the countywide region, for a total of 81 motorist-aid call boxes in Mendocino County. More satellite boxes will be installed soon, weather permitting, with a shipment expected later in March. Questions included:

- Comparison to the data on MCOG's website? The Five-Year Strategic and Financial Plan is due for update soon, so the actual numbers will change somewhat. After a number of obstacles, we are finally catching up with implementation. (Scalmanini, Dow)
- What is the level of call box usage? Some are used 6-8 times per month, others less frequently. Those on SR-162, Covelo Road, are rather critical, as there is no cell service for the first 18 miles or so in the canyon, until reaching higher elevations on the ridge. (Woodhouse, Dow)

Mr. Dow concluded his report noting that Sheriff Allman has commented on the value of call boxes in these isolated areas. Other parts of the state are starting to recognize the value in rural areas, while in the urban areas they are being removed in favor of other approaches to motorist safety.

**5. Recess as SAFE - Convene as RTPA**

**6. Recess as RTPA - Reconvene as Policy Advisory Committee**

**Public Expression.** Kathleen McKenna of Valley Trail Coalition, an IRS recognized nonprofit, stated their purpose is to plan, build and maintain a multi-use trail in Anderson Valley. Over the past two years, they worked with MCOG to produce the State Route 128 Corridor Valley Trail Feasibility Study for the 51-mile highway corridor from the Sonoma County line to the ocean, funded by a Caltrans Community Based Transportation Planning grant. They would like to apply for a state Active Transportation Program (ATP) grant to fund one of the projects that was prioritized in the study, construction of a Class 1 bicycle path between Boonville and Philo. They have contracted with a consultant grant-writer. She hoped that MCOG would consider a partnership with the group on such a proposal. Mr. Dow reported the matter would be on the next month's meeting agenda.

**7 - 8. Regular Calendar.**

**7. Public Hearing: Approval of Resolution Adopting the Mendocino County Coordinated Public Transit – Human Services Transportation Plan.** Ms. Barrett reviewed status of the plan, which had been on last month's agenda for review and comment. No further comments had been received since then. A final plan is now complete (available at the meeting and on MCOG's website). Only minor changes had been made to the draft presented in February. The public hearing was not required to have a published legal notice.

The Chair opened the hearing at 1:46 p.m. and closed it at 1:48 p.m. with no testimony heard.

**Upon motion** by Hammerstrom, second by Woodhouse, and carried unanimously on roll call vote (*8 Ayes – Jackman/PAC, Hammerstrom, Scalmanini, Stranske, Sanders, Ranochak, Woodhouse, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that the following resolution is adopted and staff is directed to forward the plan and resolution to appropriate agencies.

**Resolution No. M2015-01**

Adopting the Mendocino County Coordinated  
Public Transit – Human Services Transportation Plan  
(Reso. #M2015-01 is incorporated herein by reference)

**8.** *Item removed from the agenda subsequent to agenda publication, up to 72 hours in advance of the meeting.*

**9 - 10. Consent Calendar.** Upon motion by Stranske, second by Ranochak, and carried unanimously on roll call vote (*8 Ayes – Jackman/PAC, Hammerstrom, Scalmanini, Stranske, Sanders, Ranochak, Woodhouse, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that consent items are approved:

**9. Approval of February 2, 2015 Minutes – as written**

**10. Approval of Minor Amount of Funding Share by Formula for Statewide Local Streets & Roads Needs Assessment – \$648 of Regional Surface Transportation Program funds for a \$550,000 study to include 2016 and 2018 reports**

**11. Recess as Policy Advisory Committee - Reconvene as RTPA - Ratify Action of Policy Advisory Committee.** Upon motion by Hammerstrom, second by Woodhouse, and carried unanimously (7 Ayes; 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.

**12. Reports - Information**

- a. Mendocino Transit Authority. There was no report.
- b. North Coast Railroad Authority. There was no report.
- c. MCOG Staff - Summary of Meetings. Mr. Dow referred to his written staff report and corrected one item that did not occur. There were no questions.
- d. MCOG Administration Staff
  1. *Executive Committee Recommendations of February 24, 2015*. Ms. Orth reported on each of six agenda items, including the draft budget for FY 2015/16. The recommendations will be presented for approval at subsequent meetings. She and Mr. Dow answered questions about the Local Transportation Fund reserve, its level, history and purpose.
  2. *Potential Sponsorship Requests for California Active Transportation Program (ATP) Cycle 2 Grant Proposals*. Mr. Dow reported on eligibility for this program and potential project proposals in Mendocino County. Questions and discussion followed, including:
    - Eligible applicants include COGs, counties, cities, and other agencies capable of entering into a master agreement with Caltrans. This may involve a pre-award audit to ensure proper accounting systems, ability to manage a project, and other requirements. Many small districts and nonprofits likely would not qualify. Discussion of several examples. (Dow, Gjerde)
    - Several potential applicants were identified that might seek partnership with MCOG, such as Valley Trail Coalition and Laytonville stakeholders. Staff decided to present all requests at one time for a fair process, likely at the April Council meeting.
    - Due to limited capacity to take on additional work, MCOG staff has devised a screening process to ensure projects considered for partnership are viable with chances of funding success. To meet Caltrans' requirements, three tests are applied: 1) cost-benefit ratio, 2) existing plan or well-documented public participation process, 3) project would solve a safety issue by providing an improved facility that decreases accidents. (Dow)
    - Would it be feasible to seek contractors for help to manage project implementation? This could increase the number of projects and bring additional funding to Mendocino County. ATP funding can include administration of environmental work and other implementation tasks. (Hammerstrom, Dow)
  3. *Miscellaneous*. Ms. Orth relayed the Chair's suggestion for a group photograph of the board members next meeting. With none objecting, she will provide a reminder with the April agenda, to meet a few minutes early for the photo shoot.

Also relative to the Active Transportation Program. Mr. Dow reported status of the non-infrastructure Safe Routes to School project with Mendocino County Health & Human Services Agency (HHSA). The Council had approved MCOG taking on implementation of the project for which HHSA had applied and was awarded a grant. MCOG staff met with HHSA staff, and progress was made on defining the division of work between the two agencies. The California Transportation is expected to allocate the funds later in March.

e. MCOG Planning Staff.

1. *Draft FY 2015/16 Transportation Planning Overall Work Program (OWP).* Ms. Ellard reported on the draft OWP, which was due to Caltrans that day (March 2), and outlined the procedure for review and adoption. Her written staff report summarized the projects unanimously recommended by the TAC. At MCOG's May budget workshop there will be a more detailed review, before adoption of the OWP in June. One new item this year is a proposal to set aside funds for the triennial Pavement Management Program update. Other than routine daily planning tasks, only two proposals were received from member agencies (County Transportation and City of Willits). New staff work elements are included for development of an Active Transportation Plan, the Safe Routes to School project with HHSA, and polling work for County and City road preservation special sales tax initiatives. She answered questions about the Pavement Management Program, multi-modal transportation element, and ATP planning.

2. *Mendocino/US 101 Hopland "Main Street" Engineered Feasibility Study.* Ms. Ellard reported on the two-day community workshop events on February 11 and 12 in Hopland. The study will identify ways to improve conditions on SR-175 and US-101. After a walking assessment of needs, the consultant, W-Trans, gave a presentation of various treatment options available, then participants worked at design tables. The consultant reported results of initial concepts on the second day. Attendance was good considering small community size. The consultant brought back community ideas for consideration that could be feasible. Mr. Dow had attended and concurred with the report, and was pleased with the community responses and consistency of ideas brought out. Next steps are presentation of a draft plan to the community in May. A presentation to the Council is anticipated in August.

3. *Miscellaneous.* None.

f. MCOG Directors. Director Hammerstrom still intends to make a presentation at a future meeting on the Walk21 conference. Chair Gjerde reported a 12-page article in Bike Magazine on cycling in Jackson State Forest. Director Woodhouse reported meeting with ranchers in Willits' Little Lake Valley for a demonstration of some practical approaches to managing water, grazing, and other challenges. Caltrans District 1 Director Charles Fielder requested a report of the information; Director Woodhouse will it share with the Council also.

g. California Association of Councils of Governments (CALCOG) Delegates. There were no reports.

**13. Adjournment.** The meeting was adjourned at 2:42 p.m.

Submitted: PHILLIP J. DOW, EXECUTIVE DIRECTOR

By Janet Orth, Deputy Director/CFO