

MENDOCINO COUNCIL OF GOVERNMENTS

Approved MINUTES

Monday July 25, 2017

MCOG / Dow & Associates Conference Room
367 N. State Street, Room 208 Ukiah

ADDITIONAL LOCATIONS:

Fort Bragg City Hall, 416 N. Franklin St., Fort Bragg
Point Arena City Hall, 451 School St., Point Arena

NOTE: No video recording or streaming of this meeting.

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 Steve Scalmanini, Larry Stranske, Susan Ranochak, Georgeanne Croskey, Michael Cimolino, and Dan Gjerde in Ukiah; Richey Wasserman attended via conference phone from City Hall in Point Arena. Chair Gjerde presiding. Director Rex Jackman (Caltrans/PAC) was excused.

Staff present: Phil Dow, Executive Director; Janet Orth, Deputy Director/CFO; and Marta Ford, Administrative Assistant.

2. Convene as RTPA

3. Recess as RTPA – Reconvene as Policy Advisory Committee

4. Public Expression. None.

5. Regular Calendar – Consideration of Mendocino Transit Authority’s Request for Local Transportation Funds to Purchase RouteMatch Software/Hardware System. Ms. Orth reminded the Council that during FY 2017/18 budget development, MCOG identified a one-time unallocated balance of Local Transportation Funds (LTF) that is available from two months of sales tax revenues at \$596,200 resulting from a transition to the County Auditor’s accrual method of accounting. A portion of this was allocated to transit purposes in the budget. These funds are not under the usual category of “balance available for transit” and therefore require a higher level of scrutiny than the annual transit claim. She expressed appreciation for MTA’s position while emphasizing MCOG’s fiduciary role in the matter. MTA requested MCOG Board to authorize \$380,000 of the remaining unallocated funds to assist in purchasing the complete RouteMatch software/hardware system.

Carla Meyer, MTA General Manager, had presented a PowerPoint presentation at the May 11 Transit Productivity Committee (TPC) meeting to address questions/concerns and to obtain support of the TPC to continue through with the approval process. She handed out an updated version of the presentation and reviewed highlights. Her rationale for requesting this special MCOG meeting was to decrease further delay of waiting for the next scheduled MCOG meeting on August 21. The urgency is mainly due to the discontinuation of their analog radio communication services on November 1. Also their current computer system has met filled capacity. MTA has already purchased part of the new RouteMatch system, but the current database will not allow for implementation of the next phase. If funding is approved, implementation of the next RouteMatch phase is expected approximately 120 after the signed contract as long as everything goes well.

Discussion included:

- A communication system that uses less expensive radio technology, yet is considered obsolete, versus a system using cell towers that costs more but is incorporated in more areas for coverage in hard-to-reach areas
- Push-to-Talk feature capabilities
- Other transit companies' experience with the RouteMatch system
- Benefits to MTA that may meet the current list of identified Unmet Transit Needs
- Other possible uses for the unallocated funds.

Upon motion by Director Ranochak , second by Director Stranske, and carried unanimously on roll call vote (7 Ayes – Scalmanini, Stranske, Wasserman, Cimolino, Ranochak, Croskey, and Gjerde; 0 Noes; 0 Abstaining; 1 Absent – Jackman/PAC): IT IS ORDERED that Mendocino Transit Authority's request for Local Transportation Funds of \$380,000 to purchase the RouteMatch Software/Hardware System is approved, contingent on the accrued funds being received by MCOG.

6. Consent Calendar. Upon motion by Director Ranochak, second by Director Croskey, and carried unanimously (7 Ayes – Scalmanini, Stranske, Wasserman, Cimolino, Ranochak, Croskey, and Gjerde; 0 Noes; 0 Abstaining; 1 Absent – Jackman/PAC): IT IS ORDERED that consent items are approved:

6. Acceptance of June 26, 2017 Transit Productivity Committee Minutes – as written

7. Recess as Polity Advisory Committee – Reconvene as RTPA – Ratify Action of Policy Advisory Committee. Upon motion by Director Croskey, second by Director Scalmanini, and carried unanimously (7 Ayes – Scalmanini, Stranske, Wasserman, Cimolino, Ranochak, Croskey, and Gjerde; 0 Noes; 0 Abstaining; 1 Absent – Jackman/PAC): IT IS ORDERED that the actions taken by the Policy Advisory Committee are ratified by the MCOG Board of Directors.

8. Reports - Information

- a. Mendocino Transit Authority. Carla Meyer invited the group to tour MTA Headquarters once the new RouteMatch system is in place.
- b. MCOG Administration Staff. Ms. Orth suggested canceling the September tour; there are no projects currently to review. Mr. Dow mentioned meetings in which he and Ms. Davey-Bates are participating on Senate Bill 1 and gave examples of significance for the rural counties. He will have more detail to report on SB 1 at the August 21 MCOG Board meeting.
- c. MCOG Planning Staff. None.
- d. MCOG Directors. Director Stranske asked a question regarding the company to repair call boxes; Mr. Dow explained the difficulty of obtaining service companies. The company that has come out to fix the boxes in the past has come from the Bay Area or from Sacramento; they go out to locate the boxes and do not realize how far away some of the call boxes are and do not allow for enough time to repair them.

9. Adjourn. The meeting was adjourned at 2:54 p.m.

Submitted: PHILLIP J. DOW, EXECUTIVE DIRECTOR

By Marta Ford, Administrative Assistant