



**MENDOCINO
COUNCIL OF GOVERNMENTS**

367 North State Street ~ Ukiah ~ California ~ 95482
www.mendocinocog.org

PHILLIP J. DOW, EXECUTIVE DIRECTOR

Administration: Suite 206
(707) 463-1859
Transportation Planning: Suite 204
(707) 234-3434

AGENDA

Tuesday, April 12, 2016

County Administration Center, Board of Supervisors Chambers
Room 1070, 501 Low Gap Road, Ukiah

Additional Media for Later Viewing:

Find YouTube link at <http://www.mendocinocog.org> under Meetings
Public Access TV Channel 65 and <http://mendocinoaccess.org/>

BUS AND WALKING TOUR OF UKIAH AREA TRANSPORTATION PROJECTS

Approximate Schedule:

9:45 - 10:00 a.m.	County Administration Center 501 Low Gap Rd., Ukiah	Tour group passengers board MTA charter bus
10:00 a.m. – Noon	Ukiah Valley bus and walking tour <i>See agenda packet for full itinerary at www.mendocinocog.org, Meetings page</i>	Tour Stops: <ul style="list-style-type: none"> ▪ Brush Street Triangle near Orchard Ave. ▪ Calpella School - Safe Routes to School ▪ Alex Thomas Plaza – downtown Ukiah ▪ Rail-with-Trail corridor – Gobbi Street ▪ Rail-with-Trail corridor - Perkins St. rail depot
12:15 p.m. – 1:15 p.m.	UC Farm Advisors' Conference Room, 890 North Bush Street, Ukiah - <i>next to County Administration Center at 501 Low Gap</i>	Lunch served to Council, staff, guest presenters, and to all others while supplies last
1:30 – 2:30/3:00 p.m.	Board of Supervisors Chambers	MCOG Board regular meeting

Vehicle is provided by Mendocino Transit Authority (MTA).

1-800-696-4MTA (1-800-696-4682) or 707-462-1422

Members of the public may ride along on a space-available basis – meet bus or contact MCOG office at (707) 463-1859

REGULAR MEETING

1:30 p.m.

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)

NOTE: All items are considered for action unless otherwise noted.

1. Call to Order / Roll Call
2. Convene as RTPA
3. Recess as RTPA - Reconvene as Policy Advisory Committee

PUBLIC EXPRESSION

Participation is welcome in Council meetings. Comments will be limited to three minutes per person and not more than ten minutes per subject, so that everyone can be heard. “Public Expression” time is limited to matters under the Council's jurisdiction that may not have been considered by the Council previously and are not on the agenda. No action will be taken. Members of the public may comment also during specific agenda items when recognized by the Chair.

REGULAR CALENDAR

4. Discussion of Ukiah Valley Area Tour, Transportation Planning Projects and Related Matters
5. **Public Hearing:** Adoption of Resolution No. M2016-____ * Revising the First Amendment to the 2016 Regional Transportation Improvement Program (RTIP)

CONSENT CALENDAR

The following items are considered for approval in accordance with Administrative Staff, Committee, and/or Directors' recommendations and will be enacted by a single motion. Items may be removed from the Consent Calendar upon request by a Director or citizen, in which event the item will be considered as the first item on the Regular Calendar.

6. Approval of February 1, 2016 Minutes
7. Approval of February 23, 2016 Executive Committee Minutes
8. Adoption of Resolution #M2016-____ * Approving Mendocino Transit Authority's Grant Application for Federal Transit Administration (FTA) Section 5311 Non-Urbanized Program - Annual Regional Apportionment for Transit Operating Assistance
9. Adoption of Resolution No. M2016-____ * Approving the Programming of FTA Section 5311(f) Intercity Bus Program Funds for Mendocino Transit Authority's Revised Project Proposal: "Expansion of Route 65 Service" – Phase 2
10. Approval of Third Amendment to Fiscal Year 2015/16 Transportation Planning Overall Work Program (OWP)

RATIFY ACTION

11. Recess as Policy Advisory Committee - Reconvene as RTPA - Ratify Action of Policy Advisory Committee

REPORTS

12. Reports – Information
 - a. Mendocino Transit Authority
 - b. North Coast Railroad Authority
 - c. MCOG Staff – Summary of Meetings
 - d. MCOG Administration Staff
 1. Westport Community Meeting, March 1, 2016 – *verbal report*
 2. US-101 Bypass of Willits Update
 3. Miscellaneous
 - e. MCOG Planning Staff
 1. Draft Fiscal Year 2016/17 Transportation Planning Overall Work Program (OWP)
 2. Miscellaneous
 - e. MCOG Directors
 - f. California Association of Councils of Governments (CALCOG) Delegates

ADJOURNMENT

13. Adjourn

AMERICANS WITH DISABILITIES ACT (ADA) REQUESTS

To request disability-related modifications or accommodations for accessible locations or meeting materials in alternative formats (as allowed under Section 12132 of the ADA) please contact the MCOG office at (707) 463-1859, at least 72 hours before the meeting.

ADDITIONS TO AGENDA

The Brown Act, Section 54954.2, states that the Board may take action on off-agenda items when:

- a) a majority vote determines that an “emergency situation” exists as defined in Section 54956.5, **or**
- b) a two-thirds vote of the body, or a unanimous vote of those present, determines that there is a need to take immediate action and the need for action arose after the agenda was legally posted, **or**
- c) the item was continued from a prior, legally posted meeting not more than five calendar days before this meeting.

CLOSED SESSION

If agendized, MCOG may adjourn to a closed session to consider litigation or personnel matters (i.e. contractor agreements). Discussion of litigation or pending litigation may be held in closed session by authority of Govt. Code Section 54956.9; discussion of personnel matters by authority of Govt. Code Section 54957.

POSTED 4/4/2016

*** Next Resolution Number: M2016-04**



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 4
Regular Calendar
MCOG Meeting
4/12/2016

STAFF REPORT

TITLE: Ukiah Area Transportation Projects

DATE PREPARED: 03/29/16

MEETING DATE: 04/12/16

SUBMITTED BY: Phillip J. Dow, Executive Director

BACKGROUND:

MCOG has been conducting transportation project tours in various parts of Mendocino County (and even a couple of out-of-county tours) for many years now. It provides an opportunity for Board members from outside the tour area to familiarize themselves with transportation projects in the tour area for which they may be asked to commit funding, and to review completed projects which MCOG has funded. There is also an opportunity for local agencies to review projects under their jurisdictions.

The April tour will be in the Ukiah area. We will be visiting projects envisioned, programmed, underway, and completed by the City of Ukiah and Mendocino County Department of Transportation. Funding sources for these projects include: developer funded improvements, local funds, Safe Routes To School, Highway Bridge Program, Bicycle Transportation Account, Active Transportation Program, Highway Safety Improvement Program, Regional Surface Transportation Program, Regional Improvement Program, Cap and Trade funds through the Affordable Housing/Sustainable Communities Program, and MCOG's 2% Bike and Pedestrian Fund.

We will start the tour by visiting projects in the unincorporated areas near Ukiah and venturing as far north as Calpella. Mendocino Department of Transportation Director Howard Dashiell will lead the discussion for County projects. We will return to Ukiah to review a number of projects within City jurisdiction. Director of Public Works/City Engineer Tim Eriksen will lead the discussion of these projects. This part of the tour will provide an opportunity for participants to walk a segment of Ukiah's Northwestern Pacific Rail Trail between Gobbi Street and Perkins Street before the tour concludes and we break for lunch (and yes, it is FREE).

Once again, MTA will graciously be providing the transportation for this tour.

Please see attached Tour itinerary.

ACTION REQUIRED: None.

ALTERNATIVES: None identified.

RECOMMENDATION: This is intended as an information item.

Mendocino Council of Governments

Ukiah Area Tour

April 12, 2016

(Subject to Revision)

The spring 2016 tour of transportation projects will include projects in Ukiah and unincorporated areas to the north as far as Calpella.

MTA will once again provide a small bus for Board members, staff, and public (on a space available basis). The tour will be leaving at 10:00 am from the County Administrative Center, 501 Low Gap Road, Ukiah. The tour is planned for approximately 2 hours.

Part A: Mendocino County Projects

1. Brush Street Triangle Area (MCDOT Director Howard Dashiell) **Stop along Brush Street**
 - a. Planned road improvements in the Brush Street Triangle (Orchard Street extension)
 - b. Proposed Senior Housing Development on Brush Street (Rural Communities Housing Development Corporation through Affordable Housing/Sustainable Communities grant)
 - c. "Tiny Houses" homeless shelter proposal
 - d. Proposed Orr Creek trail to extend under US 101 freeway to City ball fields
2. Planned Traffic Signal Synchronization Project at KUKI & Empire/Ford Road – County/City/MCOG
3. In-N-Out Burger development on old Fjords property at Crossroads Shopping Center on North State Street. Developer funded access improvements. (Dashiell)
4. North State Street Interchange at US 101 – NB on-ramp needed improvements (Dow)
5. **Safe Routes To School (SRTS) Project at Calpella School** (Dashiell). Improvements were made to Moore Street and North State Street to improve pedestrian/bicycle safety. Completed in fall, 2015. **Stop on North State Street**
6. Proposed 3-Layer Chip Seal Rehabilitation Project on North State Street (Dashiell)
7. Ackerman Creek Bridge Replacement Project on North State Street (Dashiell). A unique construction process is planned to maintain traffic flow during construction process.
8. TIME PERMITTING: South State Street School Zone Pedestrian Safety Improvements at Grace Hudson School (Dashiell). This would be in conjunction with City of Ukiah program if time permits

Part B: City of Ukiah Projects

9. Ukiah Downtown Streetscape Improvements - Phase 1 (Ukiah Director of Public Works/City Engineer Tim Eriksen) Phase 1 improvements to extend from Mill Street to Henry Street downtown, with Phase 2 extending south to Gobbi Street and north to Norton Street. **Stop at Alex Thomas Plaza**
10. Ukiah Americans with Disabilities Act (ADA) pedestrian ramp projects. View School & Seminary (NE corner), one of 9 ADA ramp projects completed by Ukiah in 2015 (Eriksen).
11. Northwestern Pacific Rail Trail Phase 2 (Eriksen)
View southern terminus of newly funded segment (Active Transportation Program) at Commerce Street within Airport Park commercial area. Project was completed in early 2015.
12. Orchard Avenue/Gobbi Street Traffic Signal Project (Eriksen)
Signal project was a City priority funded through the State Transportation Improvement Program (STIP).
13. Gobbi Street/Waugh Lane Traffic Signal Project (Eriksen)
Signal project is funded through the STIP.
14. Northwestern Pacific Rail Trail Phase 1 (Eriksen) **STOP at Gobbi/Rail Trail & Railroad Depot**
View southern terminus of Phase 1 that was funded through the Bicycle Transportation Account (BTA) matched by MCOG, and supplemented with City funds. This will be an opportunity for the tour group to walk a completed segment and be picked up at Railroad Depot near Perkins Street.
15. Low Gap Road/North Bush Street Roundabout (Eriksen & Dow)
View STIP programmed project to increase safety, calm traffic, and accommodate traffic flow exacerbated due to high school and Frank Zeek Elementary traffic patterns.

Tour ends at County Administrative Center.



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

Agenda # 5
Regular Calendar
MCOG Meeting
4/12/2016

TITLE: Revising the First Amendment to the 2016 Regional
Transportation Improvement Program

DATE PREPARED: 03/29/16
MEETING DATE: 04/12/16

SUBMITTED BY: Nephele Barrett, Program Manager

BACKGROUND:

On December 7, 2015, the MCOG Board adopted the 2016 Regional Transportation Improvement Program (RTIP), which was developed using a Fund Estimate (FE) adopted by the California Transportation Commission in August of 2015. That FE provided no funding capacity for new programming, and identified a funding shortfall in the early years of the five-year STIP period. In response to that FE, the Mendocino County 2016 RTIP proposed delays of many locally funded projects.

At their meeting of January 21, the California Transportation Commission (CTC) adopted a revised FE based on updated revenue projections, indicating a negative balance of about \$750 million statewide over the STIP period. Regions were asked to submit RTIP revisions identifying projects for deletion in order to accommodate the negative balance.

We received a target for our share of projects to deprogram of approximately \$3.7 million. Targets were intended only as guidance and not meant to be set in stone. With that in mind, staff worked with local agencies to develop an amendment to the 2016 RTIP which proposed to delete about \$3.1 million. The Amendment was approved by MCOG in February and submitted to the California Transportation Commission.

Since that time, we have been informed by CTC staff that some of the proposed changes from the Amendment are not consistent with STIP guidelines, and therefore, cannot be made. Specifically, programming in the current Fiscal Year cannot be deleted. This includes partial programming for the City of Ukiah's Roundabout at Low Gap & Bush and the Environmental component of the Gualala Downtown Streetscape project. As a result, there is a need to modify the First Amendment to the 2016 RTIP.

The attached spreadsheet shows the revised First Amendment to the 2016 RTIP, consistent with the STIP guidelines. The same projects are affected by this revised Amendment, however, programming that cannot be deleted has been delayed.

A draft resolution has been prepared which revises the First Amendment. As with the previous resolution, this resolution states that the deleted projects or project components be given priority for reprogramming in the future when there is capacity in the STIP, assuming that they are still local agency priorities.

Due to the STIP schedule, these proposed changes have already been submitted to CTC staff, however, won't become final until the STIP is adopted in May.

ACTION REQUIRED:

1. Receive staff report.
2. Open public hearing.

3. Receive public comments.
4. Close public hearing.
5. Action by Resolution to Revise the First Amendment to the 2016 Regional Transportation Improvement Program.

ALTERNATIVES:

Do not adopt the Revised RTIP Amendment, or adopt the Revised Amendment with modifications.

RECOMMENDATION:

Approve the recommended resolution, revising the First Amendment to the 2016 Regional Transportation Improvement Program, which now deprograms \$2.656 million in existing STIP funded projects or project components and prioritizes those projects and components for reprogramming in the future when funding capacity allows.

Proposed 2016 RTIP as Amended - Revised 3/9/16 (\$ in 1,000s)				15-16 & earlier	16/17	17-18	18-19	19-20	20-21	Total
AGENCY	PROJECT	PPNO	COMPONENT							
County	North State St Interchange/Intersection (DELETED)	4590								DELETED
	East Side Potter Valley Rd	4073P	CON			3150				
	Branscomb Road Ped Bridge	4517	CON		385					
Ukiah	Gobbi/Waugh Intersection	4561	E&P	2						
			PS&E		90					
			ROW			20				
			CON				532			
	Low Gap/N Bush Roundabout (PARTIALLY DELETED)	4562	E&P					5		
			PS&E						85	
			ROW						25	
			CON							DELETED
	Ukiah Downtown Streetscape, Ph I	4563	CON		1155					
	Ukiah Downtown Streetscape, Ph II	4591	CON					1369		
Ft Bragg	S. Main (Rt 1) Bike & Ped Improvements (DELETED)	4593								DELETED
MTA	Six Vehicle Replacement (Matching)	4560	CON		88					
Caltrans	Gualala Downtown Streetscape	4579	PA&ED		340					
	Ryan Creek/Coho Salmon Mitigation (Bypass)	0125Y	CON	636						
	Bypass Relinquishment	0125W	CON		516					
	Sherwood Rd Geometric Upgrade	0125Z	CON		568					
MCOG	PPM	4002P		140	145	164	179			
TOTAL PROPOSED PROGRAMMING				778	3287	3334	711	1374	110	9594

Note: Shading indicates programmed year prior to 2016 STIP.

MENDOCINO COUNCIL OF GOVERNMENTS

BOARD of DIRECTORS

RESOLUTION No. M2016-___

REVISING THE FIRST AMENDMENT TO THE 2016 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM (RTIP)

WHEREAS,

- The Mendocino Council of Governments (MCOG) is the designated Regional Transportation Planning Agency for Mendocino County; and
- On December 7, 2016, MCOG adopted the 2016 Regional Transportation Improvement Program (RTIP), which was subsequently submitted to the California Transportation Commission (CTC) for inclusion in the 2016 State Transportation Improvement Program (STIP); and
- On January 21, the CTC adopted a revised Fund Estimate for the 2016 State Transportation Improvement Program which identifies a negative balance in the STIP of about \$750 million over the five year period, resulting in a need to deprogram projects statewide; and
- As a result, regions have been requested to submit RTIP revisions identifying projects for deprogramming by February 26, 2016; and
- In consultation with local agencies and consistent with allocation priorities adopted by the CTC, MCOG identified projects for deprogramming as part of the First Amendment to the 2016 Regional Transportation Improvement Program, which was approved by MCOG through Resolution #M2016-01; and
- Due to requirements in the STIP Guidelines, which do not allow the deletion of current year programming, the California Transportation Commission will not allow all of the programming to be deleted as proposed; and
- There is now a need to modify the First Amendment to the 2016 Regional Transportation Improvement Program in order to be consistent with STIP Guidelines; and
- The revised RTIP Amendment will not delete the Gualala Downtown Streetscape or project development components for Ukiah's Roundabout at Low Gap and North Bush as originally proposed, merely delay programming, and will result in a total of \$2.656 million in RIP programming deleted, as shown in the attached spreadsheet; and
- Projects and project components that are deprogrammed from the STIP will receive priority for reprogramming at such a time in the future that STIP capacity allows and if the projects are still local agency priorities; therefore, be it

RESOLVED THAT:

The Mendocino Council of Governments finds that the Revised First Amendment to the 2016 Regional Transportation Improvement Program (RTIP) is consistent with Mendocino County's adopted Regional Transportation Plan; and

The Mendocino Council of Governments intends to prioritize any projects or project components that are deprogrammed from the STIP at this time for reprogramming in the future when STIP funding capacity allows and if the projects are still a local agency priority; and

The Mendocino Council of Governments hereby adopts the Revised First Amendment to the 2016 Regional Transportation Improvement Program (RTIP).

ADOPTION OF THIS RESOLUTION was moved by Director _____, seconded by Director _____, and carried this 12th day of April, 2016, by the following roll call vote:

AYES:

NOES:

ABSENT:

WHEREUPON, the Chairman declared the resolution adopted, AND SO ORDERED.

ATTEST: Phillip J. Dow, Executive Director

Dan Gjerde, Chair

March 28, 2016

To: MCOG Board of Directors
From: Janet Orth, Deputy Director/CFO
Subject: Consent Calendar of April 12, 2016

The following agenda items are recommended for approval/action.

6. Approval of February 1, 2016 Minutes – *attached*
7. Approval of February 23, 2106 Executive Committee Minutes – *attached*
8. 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 – This is a routine matter annually, requiring MCOG's approval by resolution. Mendocino Transit Authority is eligible for these funds, and staff finds that MTA meets program requirements. The estimated apportionment available to Mendocino County for FFY 2016 is \$469,217.
– *Staff report and resolution are attached.*
9. Adoption of Resolution Approving the Programming of FTA Section 5311(f) Intercity Bus Program Funds for Mendocino Transit Authority's Revised Project Proposal: "Expansion of Route 65 Service" – Phase 2 – Funds were awarded in 2014 for an additional trip between Willits and Santa Rosa, which will expire June 30, 2016. In 2015 MTA had applied for another FTA 5311(f) grant to extend this run from Fort Bragg to Santa Rosa (Phase 2), but for several reasons MTA withdrew the proposal in favor of a new application in 2016. MTA is requesting up to the available limit of \$300,000 (the exact proposal is still in progress) to serve an additional round trip daily, from Fort Bragg to Santa Rosa. MCOG approval is required. – *Resolution attached.*
10. Approval of Third Amendment to Fiscal Year 2015/16 Transportation Planning Overall Work Program (OWP) – MCOG planning staff is recommending a minor amendment to shift \$19,496 from two existing MCOG planning staff Work Elements into WE 1, which has the highest usage, i.e. day-to-day transportation planning activities. There would be no change to the OWP's total budget of \$2,047,233. – *Staff report and proposed amendment are attached.*

MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 6
Consent Calendar
MCOG Meeting
4/12/2016

MINUTES

Monday, February 1, 2016

County Administration Center, Board of Supervisors Chambers

Additional Media:

Find YouTube link at <http://www.mendocinocog.org> under Meetings

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 – Welcome New Members – Orientation Opportunities. The meeting was called to order at 1:45 p.m. with Directors Rex Jackman (Caltrans/PAC), Doug Hammerstrom, Steve Scalmanini, Larry Stranske, Jim Koogle, 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; Nephele Barrett, Program Manager; and Leila Doyle, Administrative Assistant.

Executive Director Dow introduced new member Jim Koogle, Point Arena City Councilmember. Mr. Dow extended an invitation for orientation to Director Koogle and offered an opportunity for re-orientation to all of the returning Directors. Director Woodhouse expressed interest in attending another orientation. Mr. Dow will meet individually with those interested. Staff then presided over the election of officers.

2. Election of Officers – Chair and Vice Chair. Deputy Director Orth introduced this item, reviewing staff's recommended procedure for the election as outlined in her written report. She noted the absence of an adopted rule and the option to adopt a rule of procedure for MCOG's officer elections. With no one objecting or proposing another method, Ms. Orth conducted the election.

Nominations were opened for the office of Chair. Director Gjerde was nominated. With no further nominations, Ms. Orth closed nominations for the office of Chair.

Upon motion by Woodhouse, second by Ranochak, and carried unanimously (*7 Ayes; 0 Noes; 0 Abstaining; 0 Absent*): **IT IS ORDERED that Director Gjerde is re-elected Chair.**

Nominations were opened for the office of Vice Chair. Director Hammerstrom was nominated. With no further nominations, Ms. Orth closed nominations for the office of Vice Chair.

Upon motion by Koogle, second by Ranochak, and carried unanimously (*7 Ayes; 0 Noes; 0 Abstaining; 0 Absent*): **IT IS ORDERED that Director Hammerstrom is re-elected Vice Chair.**

Ms. Orth thanked the Council members for their cooperation and Chair Gjerde presided over the remainder of the meeting.

3. Convene as RTPA

4. Recess as RTPA - Reconvene as Policy Advisory Committee

Public Expression. Polly Corvin, Coyote Valley Band of Pomo Indians, voiced her concerns over increased commitment of funds by MCOG for the Willits Bypass project. She suggested members of the board reach out to Sherwood Valley, Coyote Valley, and Round Valley Indian Tribes to inquire about why the tribes have not signed a programmatic agreement with Caltrans and to learn

why the tribes are displeased over how the project has proceeded. She noted her tribe is in a lawsuit with Caltrans over the bypass project.

Adrienne Moore, City Manager, City of Willits, introduced Dusty Duley, Willits' new City Planner. Ms. Moore then announced and invited attendance to a community planning charrette for the Willits Main Street Corridor Enhancement Project during the week of April 18. She thanked MCOG and Caltrans for their assistance with this project.

Holly Madrigal, City Councilmember, City of Willits, spoke in reference to a letter received from the California Transportation Commission (CTC) addressing the transportation funding deficit. She requested a list of the programmed projects by region that are potentially affected in order to evaluate priorities and be prepared for negotiation if possible.

5 - 8. Regular Calendar

5. Appointments to Standing Committees.

- a. Executive Committee. According to MCOG's bylaws, the Chair and Vice Chair are members of this committee (formalized by following board action) with the addition of a third member, reflecting a city-county balance of representation. Ms. Orth requested a meeting in February for annual business. Director Woodhouse volunteered to serve for another year.
Upon motion by Ranochak, second by Koogle, and carried unanimously (*8 Ayes; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that the Council appoints **Chair Gjerde, Vice Chair Hammerstrom, and Director Woodhouse** to the Executive Committee.
- b. Transit Productivity Committee. There was a brief discussion of duties. Ms. Orth itemized the four topic areas. Director Scalmanini volunteered to serve. **Chair Gjerde** re-appointed himself and appointed **Steve Scalmanini** to the Transit Productivity Committee. (According to the Bylaws, appointments are made by the Chair.)
- c. California Association of Councils of Governments (CALCOG). Duties and upcoming events were noted, with the annual Regional Leadership Forum in late March as the next delegates meeting. **Upon motion** by Hammerstrom, second by Woodhouse, and carried unanimously (*8 Ayes; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that the Council appoints **Director Steve Scalmanini as the Delegate and Chair Dan Gjerde as the Alternate**.

6. Webinar Presentation of Greater Ukiah Area Micro-Simulation Model (GUAMM) –

Caliper Corporation. A narrative by Mr. Dow was provided as an overview of how this project began in 2005 after MCOG conducted a study of Highway 101 interchanges in Ukiah Valley. In 2013, Caltrans asked MCOG to administer a grant to create a simulation model of the Ukiah area to determine what transportation projects would be best suited to support transportation in our valley for the future. A similar study has been successfully conducted and implemented in Humboldt County. Ms. Ellard referred to the details of her written staff report and recommended that the board accept Caliper's final report at the March board meeting. Dan Morgan of Caliper Corporation began his slide show presentation after a brief introduction by Mr. Dow.

Mr. Morgan proceeded with his presentation, in which he described microsimulation modeling as different from Traffic Demand Models (TDM) and explained the GUAMM will provide further detail for vehicle movement, merging, weaving, traffic flow, and queuing, for use in evaluating potential improvement projects. Mr. Morgan's discussion and demonstration consisted of Project Background, Model Scope, Model Development/Calibration, and Model Applications.

Board questions and discussion included:

- Observed all described projects are transportation related, as opposed to developmental projects. (Scalmanini) The model was tested for intermediate and future year roadway improvement projects, however the 2020 and 2030 projections can be used for more focused studies of land use. (Morgan)
- Does this mean the model can be used to determine the effect of new development at the intersection of Highway 20 and Road A in Redwood Valley? What is the process for usage if it were to be utilized in a couple of weeks? (Scalmanini) It will not predict how much new traffic is drawn to a new area without using traffic data, but there are tools that can help by altering land use and coupling this microsimulation model with the TDM. MCOG or Caltrans are the agencies to contact to utilize the model. (Morgan) The area in question is outside of this model's range. A traffic impact study could be conducted at intersections which are reasonable for any standard land development practice by contacting the County and using conventional methods. (Jackman)
- A training was hosted by MCOG for County, City and Caltrans employees to demonstrate the new simulation model. The demonstration was very technical, but also very helpful; it has practical use for future project planning in the Ukiah area. (Gjerde; Tim Erikson, City of Ukiah, City Engineer; Dow; Howard Dashiell, Director of Mendocino County Department of Transportation)
- Does it validate timing of traffic lights and the effects of traffic patterns in doing so? Yes, it does. (Gjerde, Morgan)

8. Consideration of Short-Term Loan to Mendocino County Resource Conservation District (MCRCD) to Provide Cash Flow Pending State Reimbursement for Transportation Mitigation Project on Denmark Creek in Anderson Valley. Following a request by Mr. Dow, and approval by Chair Gjerde, to move Agenda Item #8 forward, Mr. Dow summarized the staff report and recommended approval of a short-term interest-free loan to MCRCD. He explained that six years ago, MCOG helped this agency with two short-term loans, which were paid back on time, and he would like to extend support again to assist in bridging the gap of funding.

Executive Director Patricia Hickey came to the podium and addressed her agency's request, noting why there is a problem. MCRCD does not have lines of credit; they must show cancelled checks of payment to contractors to claim reimbursement from state agencies. They need a loan for approximately two months until reimbursed.

Joe Scriven, Resource Biologist, also addressed the Council about the importance of this project for stream restoration and fisheries. It was indicated as a significant fish barrier, the removal of which offers a benefit to water resources and fish. They thanked staff and the Council for considering this request. Director Woodhouse endorsed their efforts.

Director Hammerstrom asked for confirmation MCOG has the authority to legally engage in advancing funds and asked whether this had been researched. Mr. Dow noted a precedent, though there has been no consultation with County Counsel. Mr. Dow reminded the Council local funds will be used to provide the loan; he reiterated the purpose of the loan, and considered this decision to be within the Council's authority.

A motion was made by Director Woodhouse, seconded by **Director Scalmanini**, to approve the loan as recommended. **Discussion on the motion:** The Chair invited public comment; none wished to speak. Director Scalmanini inquired about the outdated map graphic in the agenda packet. Mr. Scriven explained the image is from a computer program, and stated he was unsure of the year the picture was taken.

The motion carried unanimously on roll call vote (*8 Ayes – Jackman/PAC, Hammerstrom, Scalmanini, Stranske, Koogle, Ranochak, Woodhouse, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED to approve a short-term no-interest loan of \$50,000 to the Mendocino County Resource Conservation District payable by May 1, 2016.

7. Public Hearing: Approval of Resolution No. M2016-01 Amending the 2016 Regional Transportation Improvement Program (RTIP). Executive Director Dow explained the problem of lack of state funding as a result of the gas tax swap and related issues. Amendments are due to the California Transportation Commission (CTC) by the end of February, therefore this is the only opportunity to bring this to the Council for action.

Ms. Barrett described the process of fund estimates and what the CTC considered, which was a middle option, to deprogram \$750 million from the STIP, necessitating the deletion or suspension of projects by all agencies involved. While larger agencies can delete one or two large projects, smaller agencies may need to eliminate numerous projects in order to make up for the shortfall. She described how staff approached its recommendation; there was not enough time to get a recommendation by the Technical Advisory Committee (TAC). Her staff report made a recommendation to eliminate four projects from the RTIP, of County, Ukiah, Fort Bragg and Caltrans. Each of these agencies have been contacted. The CTC's 2015-16 allocation priorities (included in the packet) were used in staff's decision making.

Mr. Dow elaborated the CTC must not, by law, program funds beyond a five-year window, and how CTC approaches funding shortfalls with annual allocation priorities; they have the authority to cut projects regardless of the RTIP's recommendations.

Chair Gjerde asked a clarifying question about how this would apply to RTIP projects. If cities were willing to fund a pre-construction phase, would CTC then be more willing to fund? Ms. Barrett explained how construction projects would be prioritized. Local road rehabilitation is higher in the priorities, no longer last on the list and she indicated that a city's willingness to fund pre-construction could potentially move a project up. She explained there are other promising funding options, however even if other options are available, there is no increased capacity for several years. This proposal totals approximately \$3.1 million of deleted programming, which is slightly under the target of \$3.7 million. Ms. Barrett explained that these deleted projects will be prioritized for re-programming once the STIP capacity allows, assuming they are still local agency priorities; this condition is included in the proposed resolution.

Director Hammerstrom expressed his recognition of a shortfall existing, but wondered if the situation could change next year. It was his understanding that the potential for both federal and state funding can increase, but currently they are stalled. Mr. Dow explained that a federal bill has recently passed into law, Fixing America's Surface Transportation Act (FAST Act), however even once the bill has worked its way through the system, there will not be a substantial increase in available funding from it. Mr. Dow went on to inform the board of some other potential future transportation funding sources. The Governor has a proposal for state funding and there are a couple of other bills in the special session of the Legislature being considered. He attended the January 21 CTC meeting when forecasts were shown, and CTC selected a middle path for the fund estimate, rather than the more pessimistic and alarming direction that could have been intended to push the Legislature to action. Director Hammerstrom confirmed his understanding of how this will affect the local process and priorities; our projects being pulled from programming will still hold their place in line and be next when more funds become available. Mr. Dow agreed and assured the board that it is the intention of MCOG, as stated in the resolution, to resume projects when funds return. Mr. Dow passed along the suggestion from CTC to local agencies to contact their state legislators to name specific project cuts and to reiterate how these cuts impact their regions. Mr. Dow had prepared a letter (handed out), and urged others to do the same.

Director Woodhouse expressed concern for the Covelo project, and was reassured by Ms. Barrett that these projects are funded through another source, the Active Transportation Program (ATP). She informed the board there are multiple funding sources that go into the ATP, none of which are impacted by the price-based excise tax; that program is safe. Mr. Dow notified the directors that the Request for Proposals for the environmental portion of the Covelo project will be sent out this week.

Staff provided various scenarios for the postponed projects' schedule of reprogramming, but noted that it is unlikely (though not impossible) that any of these projects will be added back within a year.

The Chair opened the public hearing at 3:25 p.m.

Tim Eriksen, City of Ukiah, City Engineer, thanked MCOG for consulting with the City of Ukiah and spoke to the proposed cut of the roundabout project at Low Gap & Bush. Mr. Eriksen expressed his disappointment at the loss of the project and the \$800,000 that could have benefited the community, but he also expressed his understanding for why staff made the choice. He will take this time to educate the City Council on the importance of roundabouts. He expressed support for the resolution, and was pleased to see the priority of re-programming for the projects being recommended for elimination.

Howard Dashiell, Director of Mendocino County Department of Transportation, validated Ms. Barrett's exchange of information about the gas tax shortfall and agreed with the proposal presented by staff. The project at US-101 North State Street interchange for the proposed casino has not yet come to fruition, and the industrial park proposal has interest in Ford Road and in other access, so the cuts are justified. He affirmed while no one likes to see project money go away, these cuts make the most sense.

The hearing was closed at 3:28 p.m.

Upon motion by Director Hammerstrom, second by Director Stranske, 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.

Resolution No. M2016-01
Adopting the First Amendment to the
2016 Regional Transportation Improvement Program (RTIP)
(Reso. #M2016-01 is incorporated herein by reference)

Mr. Dow asked for input if any of the members had concerns with the letter, before he sends it out on February 3. Chair Gjerde thanked him for the letter.

The Chair called a recess at 3:30 p.m. and reconvened the meeting at 3:40 p.m.

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

9. Approval of December 7, 2015 Minutes – as written

10. Adoption of Resolution Approving Final Procurement Policies & Procedures Manual and Authorizing Implementation of the Procedures

Resolution No. M2016-02

Approving MCOG Procurement Policies & Procedures Manual
and Authorizing Implementation of the Procedures
(Reso. #M2016-02 is incorporated herein by reference)

11. Adoption of Resolution Approving the Allocation of California Proposition 1B Funds, Fiscal Year 2013/14 Transit System Safety, Security, and Disaster Response Program, for Mendocino Transit Authority's Eligible Project

Resolution No. M2016-03

Approving the Allocation of Proposition 1B Funds,
Fiscal Year 2013/14 Transit System Safety, Security and Disaster Response Program
(Reso. #M2016-03 is incorporated herein by reference)

12. Recess as Policy Advisory Committee - Reconvene as RTPA - Ratify Action of Policy Advisory Committee. Upon motion by Hammerstrom, second by Scalmanini, and carried unanimously on roll call vote (*7 Ayes – Hammerstrom, Scalmanini, Stranske, Koogle, Ranochak, Woodhouse, and Gjerde; 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.

13. Reports - Information

- a. Mendocino Transit Authority. Chair Gjerde reported Bruce Richard is the interim General Manager. Mr. Dow is serving on the evaluation committee for recruitment.
- b. North Coast Railroad Authority. There was no January meeting and no report.
- c. MCOG Staff - Summary of Meetings. Mr. Dow referred to his written staff report and highlighted the State's Road Charge Pilot Project, encouraging volunteers. Rural areas particularly are asked to participate.
- d. MCOG Administration Staff
 1. *U.S. 101 Bypass of Willits*. Mr. Dow referred to the Project Manager's monthly report.
 2. *Road Charge Pilot Project*. Refer to Agenda Item #13c.
 3. *Statements of Economic Interest (Form 700)*. Staff handed out notices to file Form 700. There was a brief discussion of time-saving ways to comply.
 4. *Miscellaneous*. Ms. Orth announced MCOG's participation in The North State Clean Cities Symposium on February 25, as part of the Northwest California Alternative Transportation Fuels Readiness Project with a five-county region.
- e. MCOG Planning Staff – verbal reports
 1. *Local Transportation Sales Tax Initiative*. Ms. Barrett reported on status of the surveys, which were conducted on January 6 and 19. Likely voters were contacted in the unincorporated Mendocino County area and within the City of Ukiah. A meeting was held last Friday to discuss and learn the results of these two separate surveys. Overall the consultant is pleased with the level of support from both jurisdictions. The intent of the poll was to determine the level of support for two potential sales tax ballot initiatives. Ms. Barrett noted those surveyed were first asked introductory questions and asked whether they were in favor of the ballot measure. These respondents were then asked again whether in favor after they learned more about the measure, and in the unincorporated County area voters' numbers tended to go up after receiving more information, while the City of Ukiah voter numbers dropped slightly. Formal survey results will be reported later.

Chair Gjerde gave background about the County's roads budget and needs; in order to maintain their current condition County roads need approximately \$7 million annually. He asked staff what City funding needs might be. Ms. Barrett said that she would look into the answer for a more informed estimate.

Mr. Dow indicated his intent to issue a press release this week about the initial survey results.

2. *Miscellaneous*. There were no reports.
- f. MCOG Directors. There were no reports.
- g. California Association of Councils of Governments (CALCOG) Delegates. There were no reports.

15. Adjournment. The meeting was adjourned at 4:05 p.m.

Submitted: PHILLIP J. DOW, EXECUTIVE DIRECTOR

By Leila Doyle, Administrative Assistant, with Janet Orth, Deputy Director/CFO

Executive Committee Approved MINUTES

February 23, 2016

MCOG Office, 367 N. State Street, Ukiah

Present: Committee Members: Chair Dan Gjerde, Vice Chair Doug Hammerstrom, Director Tom Woodhouse
MCOG Staff: Phil Dow and Janet Orth
MTA Staff: Bruce Richard and Sally Webster, Mendocino Transit Authority

1. **Call to Order** at 10:10 a.m.

2. **Public Expression** - None.

3. **Review & Recommendation on Draft 2016/17 Regional Transportation Planning Agency (RTPA) Budget.** Janet gave an overview of her written staff report as detailed in the following discussion.

- a. Local Transportation Fund (LTF) New Revenue Estimate and Reserve. County Auditor-Controller's fund estimate is \$3,402,307, down slightly (0.3% or \$10,275) from Fiscal Year 2015/16. According to adopted policy, if the calculation of the minimum Reserve fund balance, at five percent of the fund estimate, is less than the current year's, the Reserve balance shall remain at the current year's budgeted amount. Staff recommended again fully funding the Reserve, which would still leave the previous audited year's excess revenue (\$191,599) for allocation in the new budget. This would cover the Auditor's projected current-year shortfall of \$188,859 if that materializes. Q&A included:

Does the policy mean the Reserve balance can never go down? Discussion of original intent of the policy in 1999, when revenues generally were anticipated to rise. There is always the option of waiving policy, as has been done in the past. In this case, current year's Reserve is set at \$171,000 and next year's is calculated at \$170,000 (rounded), so the difference is only \$1,000. (Doug, Phil, others)

- b. Administration. Janet reported highlights and details of the proposed budget.
- Discussion of which rate is used for the Dow & Associates staffing contract's annual Cost of Living Adjustment calculation at 1.5% inflation. The Dow contract is capped at 4% annual COLA increases. MCOG staff has been using the California statewide Consumer Price Index (CPI), All Urban Consumers data. Report of previous efforts to customize a rate for transit operations, for the purpose of transit performance standards, which MCOG and MTA staff had concluded was not productive and another method (three-year rolling average of actuals) was adopted. (All)
 - Review of the three funding sources in the Dow contract (LTF, RSTP and SAFE). (Janet)
 - Review of the Other Direct Costs proposal, reduced from \$60,000 in the current year to \$50,000, consistent with previous levels before the uncertainties of the past two years. (Janet)
 - Question about the Regional Project Manager position and how time is charged for the Covelo trail construction project. The state grant reimburses for that work, saving RSTP funds. (Doug, Phil)

There were no objections to the Administrative budget as drafted.

- c. Two Percent Bicycle & Pedestrian Program. After Administration is subtracted, 2% of the LTF fund estimate comes to \$59,803. Janet reviewed some history of MCOG's program. Phil elaborated on projects it has been used for, and mentioned that MCOG typically accumulates two years' revenue at a time before a call for projects. This year the Council awarded funds to a County pedestrian bridge project in Laytonville, which leveraged several other funding sources. In related group discussion of the State's Active Transportation Program (ATP), it was noted that extra points could be available for proposals with matching funds and disadvantaged community status. Phil reported on the draft ATP guidelines and his comments submitted on behalf of MCOG. Both programs have been valuable for local projects.

- d. Planning Overall Work Program (OWP). \$100,000 was proposed from LTF revenues as usual, in addition to other available sources. Phil noted that planning funds are declining because Planning, Programming & Monitoring (PPM) is a major funding source that is based on the State Transportation Improvement Program (STIP), which is facing large cuts. There is advocacy at the state level for a more stable source. Q&A included:
- What is status of MCOG's Pavement Management Program (PMP)? Work Element 17 funding is spread over a two-year period at \$150,000, with \$51,130 of that amount reserved in FY 2015/16; 2016/17 funds are needed to complete the triennial program. (Dan, Phil) - *verified by Loretta Ellard, planning staff*
 - Discussion of whether to continue funding the PMP for another cycle after this one. Now is a critical time with the Legislature considering transportation funding reform, and it is important to continue PMP so as to be positioned for funding when available. (Phil, others)
 - What is the Pavement Condition Index (PCI) threshold? 25 and above can be repaired; streets and roads below that PCI number need reconstruction. Discussion of County and City streets and roads needs and strategies for repair of highest priorities. (Dan, Phil, Doug, Tom)
 - Discussion of how the State could improve their calculation of the price-based transportation revenues for better funding of these needs. (All)

The OWP is reviewed by the Technical Advisory Committee for recommendation to the Council.

- e. Balance Available for Transportation. The balance available to MTA for claiming comes to \$3,022,621, up 2.3% or \$68,260 over the current year, despite a slight decrease in the LTF fund estimate. This is made possible by the excess revenue from FY 2014/15 and a net reduction in Administration costs. Discussion included:

- The senior centers receive the same percentage increase in their contracts with MTA. (Sally)
- Tom initiated an extensive discussion of the senior centers' transportation programs. How long has this funding been given to senior centers? Since the 1980s, when a formula was applied that seemed fair. There are no complaints currently; the issue came up in the last performance audit, calling for revision of the formula. MTA did not agree with the auditor's recommendation, as centers with better fundraising abilities [based on fare revenues] would receive more LTF funds, so no action has been taken to date. Discussion of other ways MTA helps the senior centers, and ways the centers and MTA provide services. The centers provide "door-through-door" assisted service, while MTA provides "door-to-door" with its Dial-A-Ride paratransit service. (All)
- Review of State Transit Assistance (STA): The State Controller's preliminary estimate is \$415,941, in addition to MCOG's fund balance of \$233,110, for total FY 2016/17 budget revenues of \$649,051. This amount is available to MTA for claiming as needed in their budget. (Janet)
- STA (discussed during #3a): Has the State again waived the STA eligibility formula for operations use in 2015/16? Yes, and with Senate Bill 508 the formula was changed and is now more flexible. Eligibility is based on percentages, so that if MTA is 90% eligible, they can get 90% of the region's allocation of funds. MTA's eligibility for 2016/17 will be known when the audit is done. MTA expects to need STA funds in their budget and intends to claim any STA available to them. Discussion of impacts of the State's "gas tax swap" on STA revenues, which are gradually declining again. It will eventually affect MTA. This year's estimate is down 14% from last year's. (Dan, Sally, Janet)
- Capital Reserve Fund: STIP funds for transit vehicles are still available in FY 2016/17 at \$88,000. MTA does plan to expend all of the 2015/16 allocation of \$48,470 in the current fiscal year toward a recent purchase. (Sally, Phil, Dan)

Janet finished her report with the conclusion that there is enough money for the coming year's programs. However, the steady revenue increases seen over the past several years appear to be leveling off, so there may be uncertainty ahead in the economic outlook. Staff outlined next steps and answered questions about the budget process from this point through June.

Recommendation:

Upon motion by Woodhouse, seconded by Hammerstrom, and carried unanimously (3 Ayes – Gjerde, Hammerstrom, and Woodhouse; 0 Noes; 0 Absent), the Executive Committee recommended approval of staff's recommended Draft 2016/17 Regional Transportation Planning Agency (RTPA) Budget for further development during the annual budget process, including:

- Set the LTF Reserve minimum fund balance at the current year's budgeted level of \$171,000, according to policy, releasing for allocation \$192,169;
- Allocate two percent (\$59,803) of the County Auditor-Controller's LTF estimate for MCOG's Bicycle & Pedestrian program as allowed by TDA; and
- Allocate \$3,022,621 of LTF funds for transit.

- *Summary of recommended budget is attached.*

4. Reports and Information – Administrative Staff. Staff reported there is not much business for the March meeting, which could wait until April. Discussion followed on the Council's next transportation tour (mobile workshop) dates and locations, tentatively scheduled for April 12 in Ukiah Valley and September 7 in Willits. Current projects in Willits were noted; Phil described the City's transportation grant for community planning of Main Street corridor improvements.

Upon motion by Hammerstrom, seconded by Woodhouse, and carried unanimously (*3 Ayes – Gjerde, Hammerstrom, and Woodhouse; 0 Noes; 0 Absent*), the Executive Committee directed staff to cancel the March 7, 2016 meeting, to schedule the next meeting and tour for April 12, 2016, and to inform the list of agenda recipients as soon as possible.

Janet announced that MCOG would host one of three webinar locations for the North State Alternative Transportation Fuels Project "Clean Cities Symposium" on Thursday, February 25.

Phil reported that an update to the SAFE Five-Year Strategic & Financial Plan will be underway soon, and will be brought to the Board of Directors.

No action was taken.

5. Miscellaneous / Members' Concerns. Bruce announced that he was named MTA's Interim General Manager during recruitment for a new General Manager. Six applications were received, and MTA is considering the top five. A committee (including Phil) will meet March 8, so a new manager could start as early as this fiscal year.

Sally reported on the long-awaited five-year Fixing America's Surface Transportation (FAST) Act, noting that so far the first transit allocations are in reduced amounts, though increases were anticipated.

No action was taken.

6. Adjournment. The meeting was adjourned at 11:53 a.m.

Submitted by Janet Orth, Deputy Director/CFO



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

Agenda # 8
Consent Calendar
MCOG Meeting
4/12/2016

TITLE: Approval of Mendocino Transit Authority's Grant Application for Federal Transit Administration (FTA) Section 5311 Non-Urbanized Program - Regional Apportionment for Transit Operating Assistance

SUBMITTED BY: Janet Orth, Deputy Director/CFO

DATE: 3/28/2016

BACKGROUND:

As an annual matter, MTA is applying to Caltrans for funds available under the Federal Transit Administration (FTA) Section 5311 Non-Urbanized Program for Federal Fiscal Year 2016. The estimated amount available is **\$469,217** (a lower amount than last year's by \$25,165 or 5%). This amount is Mendocino County's FY 2015/16 regional apportionment.

MAP-21 legislation amended eligible recipients to include a State or Indian tribe that receives a federal transit program grant directly from the FTA. A subrecipient of the program includes a State or local governmental authority, a non-profit organization, or an operator of public or private transportation or intercity bus service that receives federal transit program grant funds.

MTA's would be a "subrecipient." The proposed "project" consists of transit operations that the program is meant to assist in rural areas. We are not aware of any other proposals in our region. Note that MTA is the designated Consolidated Transportation Services Agency for the region.

Executive Director Dow's signature on the application represents MCOG's certification that the regional agency has approved the programming of these funds for MTA and that MTA complies with certain standard requirements related to funding availability, coordination with other transportation service providers, and STIP requirements.

This has been considered a routine item with no reason to withhold support. Also note that when allocating Local Transportation Funds, the Transportation Development Act (TDA) requires a finding by MCOG of whether MTA is making full use of available federal funds.

Caltrans requires that regional agencies make their approval by resolution.

ACTION REQUIRED:

Adopt the resolution to program these funds. The certification document, as part of the application, includes a statement that the regional agency has approved, by resolution, the programming of funds for this project. The Executive Director is able to certify the other two assurances. (Certification statements are available on request.)

ALTERNATIVES:

If MCOG does not approve this action, MTA will not receive the federal operating assistance for which they are eligible. Even if another eligible subrecipient could be identified, the due date of April 15 could not be met for applications under this year's program.

RECOMMENDATION:

Adopt the attached resolution approving the programming of MCOG's 2015/16 regional apportionment of FTA Section 5311 transit operating assistance funds, and authorize the Executive Director to sign the certification document for Mendocino Transit Authority's application.

Enc: Draft resolution

MENDOCINO COUNCIL OF GOVERNMENTS

BOARD of DIRECTORS

RESOLUTION No. M2016-___

APPROVING THE PROGRAMMING OF FTA SECTION 5311 NON-URBANIZED PROGRAM FUNDS FOR MENDOCINO TRANSIT AUTHORITY OPERATING ASSISTANCE

WHEREAS,

- The Mendocino Council of Governments (MCOG) is the designated Regional Transportation Planning Agency for Mendocino County; and
- Mendocino Transit Authority (MTA) intends to apply for Federal Fiscal Year 2016 funding from the Federal Transit Administration (FTA) Section 5311 Non-Urbanized Program for the purpose of assisting its transit operations; and
- MTA is an eligible applicant for these funds in the region and is able to meet the requirements of the Section 5311 program; and
- The program application requires certification that MCOG, as the transportation planning agency, has approved by resolution the programming of funds for this project; therefore, be it

RESOLVED, THAT:

MCOG approves the programming of its estimated regional apportionment of FTA Section 5311 funds in the amount of \$469,217, or of its final 2016 regional apportionment amount when issued, for Mendocino Transit Authority operating assistance.

ADOPTION OF THIS RESOLUTION was moved by Director _____, seconded by Director _____, and approved on this 12th day of April, 2015, by the following roll call vote:

AYES:

NOES:

ABSTAINING:

ABSENT:

WHEREUPON, the Chairman declared the resolution adopted, AND SO ORDERED.

ATTEST: Phillip J. Dow, Executive Director

Dan Gjerde, Chair



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 9
Consent Calendar
MCOG Meeting
4/12/2016

STAFF REPORT

TITLE: Approval of Mendocino Transit Authority's Revised Project Proposal for FTA Section 5311(f) Intercity Bus Program Grant Funds – “Expansion of Route 65 Service” (Phase 2)

SUBMITTED BY: Janet Orth, Deputy Director/CFO

DATE: 3/28/2016

BACKGROUND:

Caltrans annually makes available the Federal Transit Administration (FTA) Section 5311(f) funds. According to the program guidelines, "*The... Intercity Bus Program in California is designed to address the 'intercity bus transportation needs of the entire state' by supporting projects that provide transportation between non-urbanized and urbanized areas that result in connections of greater regional, statewide, and national significance.*"

The application requires certification, by resolution, that the Regional Transportation Planning Agency approves the programming of Section 5311(f) funds for the proposed project.

Funds were awarded in 2014 for an additional trip between Willits and Santa Rosa, which will expire June 30, 2016. In 2015 MTA had applied for another FTA 5311(f) grant to extend this run from Fort Bragg to Santa Rosa (Phase 2), but for several reasons MTA withdrew the proposal in favor of a new application in 2016. Reasons included loss of matching toll credits; delay of a federal grant agreement due to FTA's new electronic grants management system transition; and overlapping timelines between two grants for operating segments of the route. MTA determined it would be better to start over with the next Call for Projects cycle.

MTA is requesting up to the available limit of \$300,000 to operate an additional round trip daily, from Fort Bragg to Santa Rosa. At this writing the proposal is still being prepared. MTA has the necessary vehicles in its fleet to serve the expanded Route 65. Service would start as early as July 1, 2016, continuing the grant-funded route for another fiscal year, through June 30, 2017.

The 2014 grant met two high priority Unmet Transit Needs on MCOG's FY 2014/15 list, starting in 2015/16, adding Saturday trips to both Route 65 and Route 20. This second grant could potentially meet one or more needs on the current FY 2016/17 list.

MTA is responsible for any required match of funding resources and will apply for “toll credits” expected to be available for this purpose. MCOG is responsible to ensure the project is consistent with the Regional Transportation Plan.

If the application is approved and funded, MCOG staff would need to process the paperwork to include the projects in the Federal State Transportation Improvement Program (FSTIP).

ACTION REQUIRED:

Approve the programming of FTA Section 5311(f) funds for the project proposed by MTA.

ALTERNATIVES:

It will not be feasible to postpone this decision, as applications are due April 15. The Council could decline approval or take no action; although without MCOG's programming of these federal funds, MTA's application cannot be approved. – *not recommended*

RECOMMENDATION:

Approve by resolution the programming of up to \$300,000 of federal grant funds for the transit project identified above, authorize the Executive Director to sign the required certifications and assurances, and authorize staff to coordinate the process of including the project in the FSTIP.

Enc.: Draft resolution

MENDOCINO COUNCIL OF GOVERNMENTS

BOARD of DIRECTORS

RESOLUTION No. M2016-_____

APPROVING THE PROGRAMMING OF FTA SECTION 5311(f)
INTERCITY BUS PROGRAM FUNDS FOR
MENDOCINO TRANSIT AUTHORITY'S REVISED PROJECT PROPOSAL:
"EXPANSION OF ROUTE 65 SERVICE" – PHASE 2

WHEREAS,

- The Mendocino Council of Governments (MCOG) is the designated Regional Transportation Planning Agency for Mendocino County; and
- Mendocino Transit Authority (MTA) will re-apply for funding from the Federal Transit Administration (FTA) Section 5311(f) Intercity Bus Program, Federal Fiscal Year 2016; and
- This funding request is for a revised project proposal to complete MTA's Route 65 service, adding Fort Bragg as the terminus for existing round trips between Ukiah in Mendocino County and Santa Rosa in Sonoma County, six days weekly, at up to \$300,000 for Operating Assistance; and
- MTA is an eligible applicant for these funds in the region and is able to meet the requirements of the Section 5311(f) program; and
- The program application requires certification that MCOG, as the transportation planning agency, has approved, by resolution, the programming of funds for this project; therefore, be it

RESOLVED THAT:

MCOG approves the programming of FTA Section 5311(f) funds for this MTA service expansion project in Federal Fiscal Year 2016.

ADOPTION OF THIS RESOLUTION was moved by Director _____, seconded by Director _____, and approved on this 12th day of April, 2016, by the following roll call vote:

AYES:

NOES:

ABSTAINING:

ABSENT:

WHEREUPON, the Chairman declared the resolution adopted, AND SO ORDERED.

ATTEST: Phillip J. Dow, Executive Director

Dan Gjerde, Chair



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 10
Consent Calendar
MCOG Meeting
4/12/2016

STAFF REPORT

TITLE: Third Amendment to FY 2015/16 Overall Work Program

DATE PREPARED: 3/25/16

SUBMITTED BY: Loretta Ellard, Deputy Planner

MEETING DATE: 4/12/16

BACKGROUND:

The Final FY 2015/16 Overall Work Program (*totaling \$1,961,470*) was adopted by MCOG on June 1, 2015. It was first amended on August 31, 2015 to adjust carryover amounts and make other miscellaneous adjustments, resulting in a revised total of \$2,044,299. A second amendment was adopted on 12/7/15 to make additional revisions, resulting in a revised total of \$2,047,233.

MCOG planning staff is now recommending a minor third amendment to shift funds between existing MCOG planning staff work elements into areas that have the highest usage --- day-to-day transportation planning activities, as follows:

Work Element 1 (Current Planning) – Staff is recommending that \$19,496 (*in Local Transportation Funds – LTF*) be transferred into this work element to meet day-to-day staffing needs. We propose that this \$19,496 be transferred from Work Element 7 (Planning, Programming & Monitoring) (\$14,496 LTF), and Work Element 20 (Grant Development & Assistance) (\$5,000 LTF). This transfer will not cause any adverse effects on the affected work elements, but will ensure funds are programmed where they are most needed for the remainder of the fiscal year.

This proposed amendment will not result in any increase to the total work program of \$2,047,233. Financial summary sheets are attached, with proposed changes shown in ~~strike-out~~ and **bold**. Copies of the full amendment are available upon request.

Please note that the Technical Advisory Committee (TAC) did not meet in March, and has not reviewed this proposed Amendment. Staff considers the amendment to be non-controversial.

ACTION REQUIRED: Consider proposed Third Amendment to FY 2015/16 Overall Work Program.

ALTERNATIVES: (1) Approve Amendment (*Recommended*); (2) Do not approve Amendment; (3) Revise Amendment; or (4) Refer to TAC for review and recommendation.

RECOMMENDATION: Accept MCOG staff's recommendation to approve the Third Amendment to FY 2015/16 Overall Work Program (OWP), and authorize Executive Director to sign appropriate certifications and revised OWP Agreement (if required), and forward to Caltrans.

/le

Attachment: FY 2015/16 OWP – Summary of Funding Sources
FY 2015/16 OWP – Funding Allocation & Expenditure Summary

**MENDOCINO COUNCIL OF GOVERNMENTS
 FY 2015/2016 FINAL (AMENDED) OVERALL WORK PROGRAM
 SUMMARY OF FUNDING SOURCES**

NO.	WORK ELEMENT	LOCAL LTF	STATE PPM	STATE ATP	STATE RPA	FEDERAL	TOTAL
1	MCOG - Current Planning	\$2,250 \$21,746			\$128,000		\$130,250 \$149,746
2	MCOG - Long Range Planning				\$26,000		\$26,000
3	MCOG - Active Transportation Plan Development	\$500			\$40,000		\$40,500
5*	MCOG - ZEV Regional Readiness Plan, Ph. 2 (C/O)				\$8,900		\$8,900
6	Co. DOT - Combined Special Studies				\$66,000		\$66,000
7	MCOG - Planning, Programming & Monitoring	\$14,496 \$0	\$44,767		\$6,000		\$65,263 \$50,767
11*	Fort Bragg - City Surrounded by a Bike Path (C/O)	\$46,400	\$28,113				\$74,513
12*	Fort Bragg - Noyo Harbor Access Plan (C/O)	\$55,770					\$55,770
13	Willits - Downtown Sts & Alleys Circ & Connectivity Study		\$65,000				\$65,000
14	MCOG - Training	\$20,088					\$20,088
15*	MTA - Bus Stop Review, Ph. 2 (C/O)	\$13,114					\$13,114
16	MCOG - Multi-Modal Transportation Planning				\$28,000		\$28,000
17	MCOG - Pavement Mgmt Program Triennial Update (Reserve)		\$51,130				\$51,130
18	MCOG - Geographic Information System (GIS) Activities	\$5,600					\$5,600
20	MCOG - Grant Development & Assistance	\$20,500 \$15,500					\$20,500 \$15,500
21*	MCOG - Hopland Engineered Feasibility Study (C/O)	\$8,500				\$35,315	\$43,815
22*	MCOG - Safe Routes to School - ATP Non Infrs. Grant (C/O)			\$1,096,037			\$1,096,037
23*	MCOG - Greater Ukiah Area Micro-Simulation Model (C/O)	\$250				\$161,981	\$162,231
26*	MCOG - Co. Rd. /City of Ukiah St. Preservation Sales Tax (C/O)	\$59,900			\$14,622		\$74,522
	TOTAL	\$247,368	\$189,010	\$1,096,037	\$317,522	\$197,296	\$2,047,233

* FY 2014/2015 carryover projects

TOTAL WORK PROGRAM SUMMARY

Local	\$247,368
State	\$1,602,569
Federal	\$197,296
TOTAL	\$2,047,233

Local LTF 2015/16 Alloc.	\$100,000
LTF Carryover	\$147,368
State PPM 2015/16 Alloc.	\$140,000
State PPM Carryover	\$49,010
State RPA 2015/16 Alloc.	\$294,000
State RPA Carryover	\$23,522
State ATP Grant Carryover	\$1,096,037
Federal SP&R Carryover	\$197,296
TOTAL	\$2,047,233

PROGRAM MATCH		
Local	\$247,368	12.1%
State	\$1,602,569	78.3%
Federal	\$197,296	9.6%
TOTAL WORK PROGRAM SUMMARY	\$2,047,233	100.0%

**MENDOCINO COUNCIL OF GOVERNMENTS
FY 2015/2016 FINAL (AMENDED) OVERALL WORK PROGRAM
FUNDING ALLOCATION & EXPENDITURE SUMMARY**

NO.	WORK ELEMENT TITLE	COUNTY DOT	COUNTY HNSA	MTA	CITIES	MCOG STAFF	CONSULT/ OTHERS	TOTAL
1	MCOG - Current Planning					\$128,250 \$147,746	\$2,000	\$130,250 \$149,746
2	MCOG - Long Range Planning					\$26,000		\$26,000
3	MCOG - Active Transportation Plan (ATP) Development					\$40,500		\$40,500
5*	MCOG - Zero Emission Vehicle Regional Readiness Pln, Ph. 2 (C/O)						\$8,900	\$8,900
6	Co. DOT - Combined Special Studies	\$66,000						\$66,000
7	MCOG - Planning, Programming & Monitoring					\$58,013 \$43,517	\$7,250	\$65,263 \$50,767
11*	Fort Bragg - City Surrounded by a Bike Path (C/O)				\$14,013		\$60,500	\$74,513
12*	Fort Bragg - Noyo Harbor Access Plan (C/O)				\$3,250		\$52,520	\$55,770
13	Willits - Downtown Streets & Alleys Circ. & Connectivity Study						\$65,000	\$65,000
14	MCOG - Training					\$13,895	\$6,193	\$20,088
15*	MTA - Bus Stop Review, Ph. 2 (C/O)				\$5,000		\$8,114	\$13,114
16	MCOG - Multi-Modal Transportation Planning					\$28,000		\$28,000
17	MCOG - Pavement Management Program Triennial Update - Reserve						\$51,130	\$51,130
18	MCOG - Geographic Information System (GIS) Activities					\$5,000	\$600	\$5,600
20	MCOG - Grant Development & Assistance					\$20,500 \$15,500		\$20,500 \$15,500
21*	MCOG - Hopland Engineered Feasibility Study (C/O)						\$43,815	\$43,815
22*	MCOG - Safe Rts to School - ATP Non-Infrastructure Grant (C/O)		\$300,042			\$172,204	\$623,791	\$1,096,037
						<i>full 3 year ATP grant budget is shown</i>		
23*	MCOG - Greater Ukiah Area Micro-Sim Model (C/O)					\$7,716	\$154,515	\$162,231
26*	MCOG - Co. Rd./City of Ukiah St. Preservation Sales Tax (C/O)					\$23,122	\$51,400	\$74,522
	TOTAL	\$66,000	\$300,042	\$0	\$22,263	\$523,200	\$1,135,728	\$2,047,233

*FY 2014/2015 carryover projects

Reimbursement Rates Used For Calculating Days Programmed (estimate only)

County/Cities/Local Agencies (\$75/hr); Consultants (\$125/hr); MCOG Planning Staff (\$30-\$112/hr - various positions)

Per DBC's contract with MCOG, FY 2015-2016 funding level is \$340,370, which includes a 1.8% CPI increase

MENDOCINO COUNCIL OF GOVERNMENTS

Staff Report

TITLE: Summary of Meetings

DATE PREPARED: 03/25/16
MEETING DATE: 04/12/16

SUBMITTED BY: Phil Dow, Executive Director

BACKGROUND:

Since our last regular MCOG meeting packet, MCOG Administration and Planning staff (Planning staff in italics) has attended (or will have attended) the following statewide and local meetings on behalf of MCOG:

1. Active Transportation Program (ATP) Cycle 3 Guidelines Workshop
Teleconference 02/03/16
(Dow)
2. Gualala Municipal Advisory Council (GMAC)
Gualala 02/04/16
(Dow)
3. Northwest California Alternative Fuels Plan – Monthly Team Meeting
Teleconference 02/05/16
(Orth & Sookne)
4. *Active Transportation Program Non-Infrastructure Program Consultant Negotiations*
Teleconference w/Caltrans 02/05/16
(Ellard & Barrett)
5. *Voter Opinion Polling*
Ukiah 02/08/16
(Barrett, Davey-Bates, & Dow)
6. *Mendocino Project Status Meeting*
Teleconference 02/08/16
(Barrett)
7. California Transportation Forum
Sacramento 02/10/16
(Orth)
8. California Freight Advisory Committee
Oakland 02/10/16
(Dow)
9. Northwest California Alternative Fuels Plan
Teleconference 02/12/16
(Orth & Sookne)
10. Active Transportation Program (ATP) Cycle 3 Guidelines Workshop
Teleconference 02/16/16
(Dow)
11. Willits Community Planning Grant Advisory Committee
Willits 02/17/16
(Dow)

12. *Active Transportation Program Non-Infrastructure Program/ HHSa Participation*
Ukiah 02/17/16
(Ellard & Barrett)
13. *Technical Advisory Committee (TAC)*
Ukiah 02/17/16
(Dow, Ellard, & Barrett)
14. Northwest California Alternative Fuels Plan – Team Meeting
Teleconference 02/18/16
(Orth)
15. Affordable Housing/Sustainable Communities (AF/SC) Grant Applicability in Ukiah (with RCHD)
Ukiah 02/18/16
(Dow & Orth)
16. Hopland Municipal Advisory Council HMAc – Transportation Issues
Ukiah 02/19/16
(Dow)
17. California Collaborative Long Range Transportation Plan – Multi-Agency Coordination Workshop
Redding 02/22/16
(Dow & Dashiell)
18. Multi-Modal Transportation Impact Analysis
Eureka 02/23/16 – 02/24/16
(Sookne)
19. MCOG Executive Committee
Ukiah 02/23/16
(Orth & Dow)
20. *Highway Safety Improvement Program (HSIP)*
Teleconference 02/23/16
(LDB)
21. U.S. 101 Bypass of Willits Briefing with District 1 Deputy Director Mettam
Ukiah 02/23/16
(Dow)
22. *Fast Act Implementation*
Teleconference 02/23/16
(Davey-Bates)
23. *Regional Transportation Planning Agencies*
Teleconference 02/24/16
(Davey-Bates & Barrett)
24. Northwest California Alternative Fuels Webinar & Symposium
Webinar & Ukiah 02/25/16
(Orth, Sookne, & Dow)
25. *Mendocino County Board of Supervisors – Transportation Sales Tax*
Ukiah 03/01/16
(Barrett & Dow)
26. Westport Community Transportation Meeting – Community Priorities
Westport 03/01/16
(Dow)

27. Westport Municipal Advisory Council
Westport 03/01/16
(Dow)
28. Ukiah City Council – Transportation Sales Tax
Ukiah 03/02/16
(Barrett & Dow)
29. Active Transportation Program Guideline Sub-Committee
Teleconference 03/02/16
(Dow)
30. Active Transportation Non-Infrastructure Project Kick-off
Ukiah 03/03/16
(Davey-Bates, Ellard, Barrett & Orth)
31. Active Transportation Program Guideline Sub-Committee
Teleconference 03/07/16
(Dow)
32. Mendocino Transit Authority General Manager Interviews
Ukiah 03/08/16
(Dow)
33. TIGER Grant Applications Workshop - How to Apply for TIGER Discretionary Grants
Webinar 03/08/16
(Davey-Bates)
34. North Coast Railroad Authority (NCRA)
Ukiah -03/09/16
(Ellard)
35. US 101 Bypass of Willits Project Development Team (PDT)
Teleconference 03/10/16
(Dow)
36. Covelo Multi-Purpose Trail Pre-Construction Contractor Selection
Teleconference 03/10/16
(Dow & Sookne)
37. Rural Counties Task Force (RCTF)
Teleconference 03/11/16
(Ellard & Dow)
38. Willits Community Planning Grant Advisory Committee
Willits 03/15/16
(Dow & Sookne)
39. Regional Transportation Planning Agencies
Irvine 03/16/16
(Dow & Davey-Bates)
40. California Transportation Commission
Irvine 03/16/16 – 03/17/16
(Dow & Davey-Bates)
41. Northwest California Alternative Fuels Plan – Final Team Meeting
Teleconference 03/17/16
(Orth)

42. TIGER Grant Webinar – Rural and Tribal Applicants
Webinar 03/22/16
(Sookne & Ellard)
43. Transportation Sales Tax Alternative
Ukiah 03/22/16
(Barrett & Dow)
44. *Northern California State Transportation Improvement Program (STIP) Hearings*
Sacramento 03/24/16
(Barrett)
45. *Mendocino Transit Authority*
Ukiah 03/24/16
(Ellard)
46. *California Council of Governments*
Monterey 03/30/16 – 04/01/16
(Orth & Ellard)
47. Regional Safety Summit
Redding 04/05/16
(Dow)
48. Gualala Municipal Advisory Committee
Gualala 04/07/16
(Dow)

I will provide information to Board members regarding the outcome of any of these meetings as requested.

ACTION REQUIRED:

None.

ALTERNATIVES:

None identified.

RECOMMENDATION: None. This is for information only.

WILLITS BYPASS PROJECT
CONSTRUCTION UPDATE
MARCH 2016 UPDATE

The following is a summary of the construction activities that have been completed up to March 18, 2016

- **Contractor has completed approximately 87% of work on the project. The contractor has suspended majority of operations until spring 2016 due to winter weather conditions.**

South Segment (Beginning of Project to Center Valley Road) – STA "A" 96+00 to 149+00 (3.3 miles):

- Paving is completed to the Viaduct with the exception of the Open Grade Friction Course.
- Metal Beam Guard rail is expected to begin by April 01, 2016 weather permitting.
- Majority of Asphalt Dike is completed. The remainder will be completed in 2016
- The Drainage systems are complete and functioning.
- Electrical conduit will continue to be installed for street lighting and CCTV cameras in early summer.
- Right and left bridges for 101/20 Separations are complete.
- All Haehl Creek bridges are complete.
- East Hill Road Undercrossing Bridge is complete except for joints and bicycle railing.
- North Haehl Creek Bridge is complete except for deck grinding.
- Baechtel Creek Retaining Wall is complete.
- Permanent erosion control is installed on all completed slopes.
- Temporary erosion control is installed in all areas that do not have permanent. Monitoring and maintenance will take place throughout the winter and spring.

Floodway Viaduct - STA "A" 149+00 to 167+50 (1.2 miles):

- The Floodway Viaduct is complete except for final concrete finishing, and joint seal assemblies and installation of the bicycle railing.
- The Concrete finish work will be performed in the summer of 2016.

North Segment (Viaduct to End of Project) – STA "A" 167+50 to 191+10 (1.5 miles):

- Drainage systems are complete with the exception of some inlet grate assemblies which will be installed after paving in the summer of 2016.
- Imported fill from the Viaduct to the Northern tie-in is complete. Tie-in grading is expected to be complete by mid-June 2016
- Quail Meadows Overhead and Under Crossing bridges are complete except for deck grinding/grooving, joint seals and bicycle railing.
- Upp Creek Main Line, Upp Creek SB off Ramp, and Upp Creek NB on Ramp bridges are complete except for joints, grinding and joint seals, and bicycle railing.
- Utility relocation work is complete.
- Erosion control is being monitored and maintained at all locations.
- Aggregate Base is being partially installed north of the viaduct. Final completion will take place in the spring and early summer of 2016.
- Completion of final grading and paving will be performed in 2016, after fill settlement is complete.
- Electrical conduit will continue to be installed for street lighting and CCTV cameras in the spring.
- The temporary Active Treatment System for stormwater sediment control is completed and functioning. The system has been operational during the recent storms and will be implemented as needed throughout winter and spring.

WETLAND/RIPARIAN MITIGATION PROJECTS CONSTRUCTION UPDATE MARCH 2016 UPDATE

The following is a summary of the construction activities that have been completed up to March 18, 2016.

Emergency Limited Bid (ELB) Contract. This contract work started on August 11, 2014 and was completed in December 2015.

- 25 acres of invasive plant removal (Himalayan Blackberry) using mechanical/manual methods.
- 8.89 acres of wetland establishment (MGC Plasma North).
- 3 Locations of headcut repairs (Benbow, Lusher and Frost). Drainage improvement by grading eroded gullies, placed rock still structures and pool structures to slow the flow (rock lined check dams) and stabilized the area with wetland seeds and BMPs.
- 3 Locations of eroding bank repairs along Outlet Creek. Cut creek bank to widen creek, installed root wad (trunk/root ball) and footer logs for fish habitat along the creek bank, placed RSP to stabilize the creek banks, placed wetland seeds and native grass straw, and planted willows along the creek bank.
- Access road development for all mitigation parcels/areas. Placed Box culvert at Hearst Willits Road, temporary bridges at Mill Creek/Davis Creek and paved several driveways.
- Seeds for this project were collected using a separate service contract and provided to the contractor.

Mitigation Contract No. 1. This Contract was awarded on April 15, 2015. The first working day was on September 9, 2015. This project includes 3 years of plant establishment. Estimated Completion date is June 2020.

- 52.35 acres of wetland establishment (100% complete).
- Developed stream crossing at 19 locations (100% complete). Harden stream crossing were constructed using 9" cobble stone and 3" clean sand and gravel to access through the creek.
- 69 acres of invasive plant removal (Himalayan Blackberry, 75% complete) using mechanical/manual methods.
- 89.9 acres of heavy treatment (area preparation for riparian planting, 70% complete).
- Prepared 71.1 acres for riparian planting
- Developed water sources and installed irrigation system for planting and plant establishment work (27% complete).
- Planted the ELB project areas and Oak woodland areas (400,740 plants, 100% complete).
- Seeds for this project were collected using a separate service contract and provided to the contractor.
- Plants for this projects were propagated using a separate service contract and provide to the contractor.

Mitigation Contract No. 2. This Contract was awarded on June 30, 2015. The first working day was on September 9, 2015. This project includes 3 years of plant establishment. Estimated Completion date is September 2020. All Contractor's submittals have been approved and field work will start in 2016 spring including:

- 2 acres of invasive plant removal (Himalayan Blackberry) using mechanical/manual methods.
- 33 acres of heavy treatment (area preparation for riparian planting).
- Developing water sources and installing irrigation system for planting and plant establishment work.
- Installation of 287,340 plants.
- Seeds for this project were collected using a separate service contract and provided to the contractor.
- Plants for this projects will be propagated by the contractor.

Additional Mitigation Work Completed to Date Includes: In April 20104, a Contract Change Order (CCO) was executed using the Bypass project to implement infrastructure such as 132,000 feet of fencing, 50,000 feet of 2" underground water line, 150 gates, 65 stock tanks, and 25 cattle shades to facilitate cattle grazing activities within the Wetland/Riparian Mitigation project area.



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

TITLE: Draft FY 2016/17 Overall Work Program

DATE PREPARED: 3/22/16

SUBMITTED BY: Loretta Ellard, Deputy Planner

MEETING DATE: 4/12/16

BACKGROUND:

At their meeting of 2/17/16, the Technical Advisory Committee (TAC) recommended approval of the Draft FY 2016/17 Overall Work Program (OWP). As required, the Draft was submitted to Caltrans by March 1.

Caltrans will review the Draft and provide comments. We will incorporate Caltrans' recommendations as appropriate, and prepare the Final OWP for TAC review and recommendation in May. As part of the annual MCOG budget workshop in May, proposed planning projects will be reviewed so any questions or issues may be addressed before the Final OWP is presented for approval in June.

The following table lists each project included in the Draft OWP, as recommended by the TAC:

Agency	Project	Total
MCOG	W.E. 1 - Regional Government & Intergovernmental Coordination <i>(combines & renames former W.E. 1 & W.E. 2)</i>	\$145,250
City of Ukiah	W.E. 5 – Update Speed Zone Reports	\$ 40,000
Co. DOT	W.E. 6 – Combined Special Studies	\$ 60,000
MCOG	W.E. 7 – Planning, Programming & Monitoring	\$ 48,250
MCOG	W.E. 8 – Bicycle & Pedestrian Counters	\$ 7,000
MCOG	W.E. 10 – Regional Transportation Plan (RTP) 2017 Update	\$ 57,500
MCOG	W.E. 14 – Training	\$ 11,000
MTA	W.E. 15 – MTA Bus Stop Review, Ph. 3	\$ 25,000
MCOG	W.E. 16 – Multi-Modal Transportation Planning	\$ 28,000
MCOG	W.E. 17 – Pavement Management Program (PMP) Triennial Update	\$150,000
MCOG	W.E. 18 – Geographic Information System (GIS) Activities	\$ 5,600
MCOG	W.E. 20 – Grant Development & Assistance	\$ 20,500
MCOG	W.E. 22 – Safe Routes to School – ATP Non-Infrastructure Grant	\$ 53,000
Total		\$651,100

ACTION REQUIRED: None. Information only.

ALTERNATIVES: N/A

RECOMMENDATION: Information only. The Final 2016/17 OWP will be presented for MCOG consideration in June.