



MENDOCINO
COUNCIL OF GOVERNMENTS

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August 5, 2016

To: MCOG Board of Directors
From: Janet M. Orth, Deputy Director/CFO
Subject: Information Packet of August 15, 2016 Meeting - No Action Required

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The following items are attached.

1. Transportation Planning Work Program – 3rd Quarter report, Fiscal Year 2015/16.
2. Support for MacKerricher State Park Haul Road Repair & Enhancement Project – Letter dated June 3, 2016 from Phil Dow, Executive Director, in support of an Active Transportation Program (ATP), Cycle 3, proposal to repair and improve the Haul Road coastal trail for pedestrians, cyclists, people with disabilities, and equestrians.
3. Correspondence from Hopland MAC – Letter dated June 16 from the newly formed Hopland Municipal Advisory Council, seeking MCOG's assistance to address needed safety and ADA improvements to Main Street/101, consistent with MCOG's 2015 Hopland Main Street Corridor Engineered Feasibility Study.
4. Support for Affordable Housing/Sustainable Communities (AH/SC) Proposal – Letter dated June 16 from Phil Dow, Executive Director, in support of Rural Communities Housing Development Corporation's "Orr Creek Commons" grant proposal to build low-income senior housing in Ukiah with amenities including an Orr Creek trail, sidewalk improvements, electric vehicle (EV) charging stations, and electric bus service in partnership with Mendocino Transit Authority.

MCOG
FY 2015/16 Transportation Planning Work Program
Third Quarter Status Report
(January - March, 2016)

1. WORK ELEMENT 1: CURRENT PLANNING (MCOG)

PURPOSE: Day to day Transportation Planner duties, including development of the Overall Work Program and general transportation planning duties.

PROGRESS: Work during the third quarter included day-to-day transportation planner duties, management of the Overall Work Program, preparation of quarterly reports and invoices, preparation of the Draft FY 2016/17 OWP, Technical Advisory Committee (TAC) meeting preparation, attendance, and follow-up; MCOG meeting preparation, attendance and follow-up; monitoring Rural Counties Task Force (RCTF) meetings and issues; monitoring MAP 21 related issues; monitoring legislation; reviewing/responding as necessary to correspondence and technical studies from the state; local agency assistance; phone calls from the state and local agencies; and coordination on planning-related issues with MCOG's separate Administrative Contractor (Dow & Associates).

PRODUCT EXPECTED: Minutes, reports, agendas, resolutions, quarterly reports, work programs, work program amendments, recommendations, and other documents supporting above tasks.

PROBLEMS: None.

Reporting Period	State (RPA)	Local (LTF)	Total Expenditures by Quarter
July 1 - Sept. 30			
MCOG	\$39,810.45	\$0.00	\$39,810.45
Consultants/Others	\$0.00	\$2,000.00	\$2,000.00
1st Quarter Expenditures	\$39,810.45	\$2,000.00	\$41,810.45
Oct. 1 - Dec. 30			
MCOG	\$37,684.08	\$0.00	\$37,684.08
2nd Quarter Expenditures	\$37,684.08	\$0.00	\$37,684.08
Jan. 1 - Mar. 31			
MCOG	\$38,424.30	\$0.00	\$38,424.30
3rd Quarter Expenditures	\$38,424.30	\$0.00	\$38,424.30
Total Expenditures	\$115,918.83	\$2,000.00	\$117,918.83
Total Allocation of Funds	\$128,000.00	\$2,250.00	\$130,250.00
Claimed by Percentage	90.6%	88.9%	90.5%

2. WORK ELEMENT 2: LONG RANGE PLANNING (MCOG)

PURPOSE: Long range transportation planning duties, including streets/roads/highways, air quality, aviation, and transit planning.

PROGRESS: Tasks included coordination and/or meeting attendance on various long range projects and/or Project Development Teams. Ongoing tasks include coordination on issues related to the Willits Bypass, and coordination with Caltrans, County, and Cities on long term transportation issues including Highway 101 Interchange issues, future transportation improvements in Hopland, and local streets and road network. Additional tasks include research and monitoring of transportation related legislation, including SB 743; monitoring California Transportation Commission's Road User Charge pilot program, and transportation aspects of Governor's budget.

PRODUCT EXPECTED: Staff reports/comments on long range planning documents as needed; and documentation of tribal government-to-government relations, as applicable.

PROBLEMS: None.

Reporting Period	State (RPA)	Total Expenditures by Quarter
July 1 - Sept. 30		
MCOG	\$9,639.69	\$9,639.69
1st Quarter Expenditures	\$9,639.69	\$9,639.69
Oct. 1 - Dec. 30		
MCOG	\$5,809.70	\$5,809.70
2nd Quarter Expenditures	\$5,809.70	\$5,809.70
Jan. 1 - Mar. 31		
MCOG	\$7,208.54	\$7,208.54
3rd Quarter Expenditures	\$7,208.54	\$7,208.54
Total Expenditures	\$22,657.93	\$22,657.93
Total Allocation of Funds	\$26,000.00	\$26,000.00
Claimed by Percentage	87.1%	87.1%

3. WORK ELEMENT 3: ACTIVE TRANSPORTATION PLAN DEVELOPMENT

PURPOSE: To develop a regional Active Transportation Plan. The Plan will identify priority active transportation projects for the County and all four cities, to ensure eligibility for the State’s Active Transportation Program (ATP) grant funding.

PROGRESS: Minimal progress was made this quarter. MCOG staff began analysis of bicycle and pedestrian accidents around the county.

PRODUCTS: Outreach materials, staff reports, notices, meeting materials, Draft and Final Active Transportation Plan, resolution.

PROBLEMS This project experienced delays this quarter as a result of MCOG staff time spent on RTIP revisions and transportation sales tax efforts.

Reporting Period	State (RPA)	Local (LTF)	Total Expenditures by Quarter
July 1 - Sept. 30			
MCOG	\$4,045.83	\$0.00	\$4,045.83
1st Quarter Expenditures	\$4,045.83	\$0.00	\$4,045.83
Oct. 1 - Dec. 30			
MCOG	\$793.30	\$0.00	\$793.30
2nd Quarter Expenditures	\$793.30	\$0.00	\$793.30
Jan. 1 - Mar. 31			
MCOG	\$753.64	\$0.00	\$753.64
3rd Quarter Expenditures	\$753.64	\$0.00	\$753.64
Total Expenditures	\$5,592.77	\$0.00	\$5,592.77
Total Allocation of Funds	\$40,000.00	\$500.00	\$40,500.00
Claimed by Percentage	14.0%	0.0%	13.8%

4. Work Element 4 – Intentionally Left Blank

5. WORK ELEMENT 5: ZERO EMISSIONS VEHICLE (ZEV) REGIONAL READINESS PLAN, PH. 2 – Carryover (MCOG)

PURPOSE: To continue with planning tasks leading to implementation of the 2013 ZEV Regional Readiness Plan.

PROGRESS: As reported last quarter, the final report for this project was presented to, and accepted by, the MCOG Board of Directors on December 7, 2015. **This project is complete.**

PRODUCT EXPECTED: Kick-off meeting agenda and meeting notes; procurement procedures and signed consultant contract; TAG membership list; TAG agendas and meeting notes; revised scope of work and budget; list of stakeholders; outreach materials; agendas and workshop notes; workshop attendance sheets; PowerPoint presentations; meeting facility rental; list of proposed charging station locations; project maps; GIS database; cost estimates; draft feasibility study; public response summary; final feasibility report; MCOG minute order; and invoice packages.

PROBLEMS: None.

Reporting Period	State (RPA Grant)	Total Expenditures by Quarter
July 1 - Sept. 30		
Consultant	\$3,547.80	\$3,547.80
1st Quarter Expenditures	\$3,547.80	\$3,547.80
Oct. 1 - Dec. 30		
Consultant	\$5,351.55	\$5,351.55
2nd Quarter Expenditures	\$5,351.55	\$5,351.55
<i>No Further Expenditures</i>		
Total Expenditures	\$8,899.35	\$8,899.35
Total Allocation of Funds	\$8,900.00	\$8,900.00
Claimed by Percentage	100.0%	100.0%

6. WORK ELEMENT 6: COMBINED SPECIAL STUDIES (CO. DOT)

PURPOSE: To perform special studies that will aid in safety improvements, as well as prioritization of improvements, for the overall region’s local streets and roads systems and to aid in implementation of the Regional Transportation Plan.

PROGRESS: During this quarter, County DOT staff responded to several reports of potential hazards that did not warrant investigation beyond an initial assessment; continued updating the accident database for the County Maintained Road System; and responded to public inquiries/local agency questions concerning traffic safety aspects of various County Maintained Roads.

PRODUCT EXPECTED: A Special Studies Summary; a Road System Traffic Safety Review Report; and documentation of tribal government-to-government relations, as applicable.

PROBLEMS: None.

Reporting Period	State (RPA)	Total Expenditures by Quarter
July 1 - Sept. 30		
1st Quarter Expenditures	\$0.00	\$0.00
Oct. 1 - Dec. 30		
Co. DOT	\$7,987.91	\$7,987.91
2nd Quarter Expenditures	\$7,987.91	\$7,987.91
Jan. 1 - Mar. 31		
Co. DOT	\$12,000.74	\$12,000.74
3rd Quarter Expenditures	\$12,000.74	\$12,000.74
Total Expenditures	\$19,988.65	\$19,988.65
Total Allocation of Funds	\$66,000.00	\$66,000.00
Claimed by Percentage	30.3%	30.3%

7. WORK ELEMENT 7: STIP PLANNING, PROGRAMMING & MONITORING (MCOG)

PURPOSE: Planning, programming, and monitoring (PPM) activities associated with the State Transportation Improvement Program (STIP) process, including the Regional Transportation Improvement Program (RTIP) process.

PROGRESS: Third quarter work included ongoing coordination and monitoring of current STIP projects; providing assistance to local agencies; interaction and coordination with local agencies, Caltrans and CTC, including participating in regular project status meetings; preparation of required STIP forms and quarterly reports, invoicing and reporting for PPM funds. Due to the CTC's adoption of a revised Fund Estimate, work this quarter focused on preparation, adoption and submittal of an amendment, and amendment revision for the 2016 RTIP.

PRODUCT EXPECTED: Staff comments, reports, and recommendations on STIP/RTIP Guidelines; policies, and correspondence; RTIPs and RTIP Amendments, and Time Extension Requests; Federal or State Economic Stimulus related products; Annual Pavement Management Program (PMP) User fees; and documentation of tribal government-to-government relations, as applicable.

PROBLEMS: None.

Reporting Period	State (RPA)	State (PPM)	Local (LTF)	Total Expenditures by Quarter
July 1 - Sept. 30				
MCOG	\$5,555.96	\$0.00	\$0.00	\$5,555.96
1st Quarter Expenditures	\$5,555.96	\$0.00	\$0.00	\$5,555.96
Oct. 1 - Dec. 30				
MCOG	\$444.04	\$9,126.94	\$0.00	\$9,570.98
Other Costs	\$0.00	\$7,250.00	\$0.00	\$7,250.00
2nd Quarter Expenditures	\$444.04	\$16,376.94	\$0.00	\$16,820.98
Jan. 1 - Mar. 31				
MCOG	\$0.00	\$8,610.17	\$0.00	\$8,610.17
3rd Quarter Expenditures	\$0.00	\$8,610.17	\$0.00	\$8,610.17
Total Expenditures	\$6,000.00	\$24,987.11	\$0.00	\$30,987.11
Total Allocation of Funds	\$6,000.00	\$44,767.00	\$14,496.00	\$65,263.00
Claimed by Percentage	100%	56%	0%	47%

- 8. *Work Element 8 – Intentionally Left Blank*
- 9. *Work Element 9 – Intentionally Left Blank*
- 10. *Work Element 10 – Intentionally Left Blank*

11. WORK ELEMENT 11: CITY SURROUNDED BY A BIKE PATH (CITY OF FORT BRAGG) – Carryover

PURPOSE: To provide a comprehensive trail system that surrounds the City of Fort Bragg and provides non-motorized bicycle and pedestrian facilities.

PROGRESS: During the third quarter, the consultant (WRA), focused activities on development of trail alignment for three different segments: (1) Redwood Trail Connector – Chief Celeri Drive to the proposed Middle Coastal Trail route, including development of a parking lot alternative at Alder Street; (2) Development of alternatives for the Old Mill Road Trail south of the south coastal trail, to link the South Coastal Trail with the Noyo Harbor; and (3) Development of South Noyo Trail with proposed route to drop from the south side of the Noyo Bridge to the lower (harbor) segment of Noyo Harbor Drive. This is proposed as a Class II, on-street bikeway alternative, and requires engineering evaluation and feasibility study to widen the road to accommodate the Class II bike/walkway.

PRODUCTS EXPECTED: Conceptual design/plan for multi-use trail system; project phasing plan and cost estimate; easement and fee simple acquisition map; management plan.

PROBLEMS: As previously reported, initial public meetings identified community concerns and geographic constraints that resulted in a determination that the original “city surrounded” by trails concept was not feasible. The City worked with the consultant to modify and expand the trail alignment to create a linked web of pedestrian trails, bike paths, and multi-use trails throughout the City. The consultant is now focused on development and alignment of trail alternatives.

Reporting Period	State (PPM)	Local (LTF)	Total Expenditures by Quarter
July 1 - Sept. 30			
City of Fort Bragg	\$10,908.90	\$0.00	\$10,908.90
1st Quarter Expenditures	\$10,908.90	\$0.00	\$10,908.90
Oct. 1 - Dec. 30			
City of Fort Bragg	\$0.00	\$0.00	\$0.00
2nd Quarter Expenditures	\$0.00	\$0.00	\$0.00
Jan. 1 - Mar. 31			
City of Fort Bragg	\$0.00	\$38,440.75	\$38,440.75
3rd Quarter Expenditures	\$17,204.10	\$38,440.75	\$55,644.85
Total Expenditures	\$28,113.00	\$38,440.75	\$66,553.75
Total Allocation of Funds	\$28,113.00	\$46,400.00	\$74,513.00
Claimed by Percentage	100.00%	82.85%	89.32%

12. WORK ELEMENT 12: NOYO HARBOR ACCESS PLAN (CITY OF FORT BRAGG) - Carryover

PURPOSE: To complete a planning study to identify route alternatives for safe pedestrian and bicycle access to North Noyo Harbor from the City of Fort Bragg.

PROGRESS: During the third quarter the City hired the consulting firm of WRA Environmental Consultants (WRA) to prepare the Noyo Harbor Access Plan. Now that the consultant is on board, City staff expects to make progress on the Draft Plan in the fourth quarter, and has requested that the project be carried over to FY 2016/17 for completion.

PRODUCTS EXPECTED: Analysis of the access route alternative(s) constraints and opportunities; Noyo Harbor Access Plan; Cost Estimate.

PROBLEMS: City staff reported additional delays in getting the project approved by City Council due to missed deadlines. Previously reported problems included delays due to chronic staff shortages. Due to workload in the City’s Engineering Division, the City’s Community Development Director has taken the lead on this project.

Reporting Period	Local (LTF)	Total Expenditures by Quarter
July 1 - Sept. 30		
1st Quarter Expenditures	\$0.00	\$0.00
Oct. 1 - Dec. 30		
2nd Quarter Expenditures	\$0.00	\$0.00
Jan. 1 - Mar. 31		
3rd Quarter Expenditures	\$0.00	\$0.00
Total Expenditures	\$0.00	\$0.00
Total Allocation of Funds	\$55,770.00	\$55,770.00
Claimed by Percentage	0.0%	0.0%

13. WORK ELEMENT 13: DOWNTOWN STREETS & ALLEYS CIRCULATION & CONNECTIVITY STUDY (CITY OF WILLITS)

PURPOSE: To conduct a study to review circulation, connectivity and safety among various streets, lanes, alleys and parking lots in the downtown business district.

PROGRESS: An initial RFP was distributed for this project; however, due to lack of response, it was re-issued to correspond with the City’s Main Street Corridor Enhancement Plan (a separate Caltrans funded grant project). Multiple responses to the RFP were received in December, and as of this reporting period, were being reviewed by a Consultant Review Committee.

PROGRESS: Following an RFP process reported last quarter, the City has hired a consultant (PlaceWorks) to complete the study. A Technical Advisory Group (TAG) consisting of key City staff, PlaceWorks staff, and community members has been formed. The first TAG meeting was scheduled to be held after this reporting period, on April 18, 2016. A member of the consultant group (WRT) working on the separate Main Street Corridor Enhancement Plan will act as a liaison between the two projects.

PlaceWorks consultants have reviewed existing documents relevant to the project, provided by City staff. PlaceWorks will participate in the Main Street Planning Fair in the fourth quarter (April 18-22) to gather public input, and will complete a site evaluation of the project area to identify existing conditions, constraints and opportunities.

PRODUCT EXPECTED: Products include RFP, Consultant Contract, Draft and Final Reports.

PROBLEMS: The City has requested carryover of this project to next fiscal year to allow the schedule to merge with the City’s Main Street Corridor Enhancement Plan timeline. As both plans develop, staff will need to ensure that both plans are consistent with each other.

Reporting Period	State (PPM)	Total Expenditures by Quarter
July 1 - Sept. 30		
1st Qtr Expenditures	\$0.00	\$0.00
Oct. 1 - Dec. 30		
2nd Quarter Expenditures	\$0.00	\$0.00
Jan. 1 - Mar. 31		
3rd Quarter Expenditures	\$0.00	\$0.00
Total Expenditures	\$0.00	\$0.00
Total Allocation of Funds	\$65,000.00	\$65,000.00
Claimed by Percentage	0.0%	0.0%

14. WORK ELEMENT 14: TRAINING (MCOG)

PURPOSE: To provide funding for technical training in the transportation planning field to the MCOG planning staff, and to local agency staff, to stay abreast of changes in the field.

PROGRESS: In the third quarter, MCOG staff attended a CALCOG conference in Monterey. City of Ukiah staff participated in a “Designing Sidewalks & Recreational Trails” webinar. As previously reported, in the first quarter MCOG staff attended a “Disadvantaged Business Enterprise (DBE) training workshop in Eureka, sponsored by Caltrans. In the second quarter, MCOG staff attended the Self Help Counties’ “Focus on the Future” conference on transportation sales taxes in Newport Beach, and a transportation planning conference in Los Angeles. *(This work element is used for direct costs, not staff time. Expenses have accrued, but have not yet been billed to this work element.)*

PRODUCT EXPECTED: Educational and training materials; and trained/educated staff.

PROBLEMS: None.

Reporting Period	Local (LTF)	Total Expenditures by Quarter
July 1 - Sept. 30		
1st Quarter Expenditures	\$0.00	\$0.00
Oct. 1 - Dec. 30		
2nd Quarter Expenditures	\$0.00	\$0.00
Jan. 1 - Mar. 31		
3rd Quarter Expenditures	\$0.00	\$0.00
Total Expenditures	\$0.00	\$0.00
Total Allocation of Funds	\$20,088.00	\$20,088.00
Claimed by Percentage	0.0%	0.0%

15. WORK ELEMENT 15: BUS STOP REVIEW, PH. 2 – Carryover (MTA)

PURPOSE: The second phase of a project to survey and review, over a four year period, all MTA bus stops, for safety, accessibility, passenger convenience, and relationship to traffic generators.

PROGRESS: The Final Report “Mendocino Transit Authority Bus Stop Review” (prepared by W-TRANS) was received by MCOG on October 5, 2015. The final invoice was processed last quarter, **and this project is complete.**

PRODUCT EXPECTED: RFP/procurement process documentation; drawings/maps/photos showing precise location of each stop as well as existing and suggested improvements (such as signs/poles,

shelters/benches, concrete pads and access to the stops).

PROBLEMS: None.

Reporting Period	Local (LTF)	Total Expenditures by Quarter
July 1 - Sept. 30	\$0.00	\$0.00
1st Quarter Expenditures	\$0.00	\$0.00
Oct. 1 - Dec. 30		
MTA	\$10,785.00	\$10,785.00
2nd Quarter Expenditures	\$10,785.00	\$10,785.00
<i>No Further Expenditures</i>		
Total Expenditures	\$10,785.00	\$10,785.00
Total Allocation of Funds	\$13,114.00	\$13,114.00
Claimed by Percentage	82.2%	82.2%

16. WORK ELEMENT 16: MULTI-MODAL TRANSPORTATION PLANNING (MCOG)

PURPOSE: Day to day multi-modal transportation planning duties, including bicycle, pedestrian, transit, rail aeronautics, and goods movement planning activities.

PROGRESS: Work during the third quarter included day-to-day transportation planner duties related to bicycle, pedestrian, transit, and rail activities; review of meeting materials/attendance at NCRA and MTA meetings, and coordination and duties related to the Active Transportation Program (ATP). Duties also included monitoring LTF 2% Bike & Pedestrian projects, local agency coordination/assistance, and non-motorized transportation related issues.

PRODUCT EXPECTED: Products may include staff reports, meeting attendance, quarterly reports, staff recommendations, documentation of tribal government-to-government relations, written reports.

PROBLEMS: None.

Reporting Period	State (RPA)	Total Expenditures by Quarter
July 1 - Sept. 30		
MCOG	\$6,741.52	\$6,741.52
1st Quarter Expenditures	\$6,741.52	\$6,741.52
Oct. 1 - Dec. 30		
MCOG	\$8,410.11	\$8,410.11
2nd Quarter Expenditures	\$8,410.11	\$8,410.11
Jan. 1 - Mar. 31		
MCOG	\$6,194.85	\$6,194.85
3rd Quarter Expenditures	\$6,194.85	\$6,194.85
Total Expenditures	\$21,346.48	\$21,346.48
Total Allocation of Funds	\$28,000.00	\$28,000.00
Claimed by Percentage	76.2%	76.2%

17. WORK ELEMENT 17: PAVEMENT MANAGEMENT PROGRAM TRIENNIAL UPDATE - RESERVE (MCOG)

PURPOSE: To reserve funds for PMP triennial update.

Reporting Period	State (PPM)	Total Expenditures by Quarter
<i>Reserve Only - No Expenditures</i>	<i>\$0.00</i>	<i>\$0.00</i>
Total Allocation of Funds	\$51,130.00	\$51,130.00

18. WORK ELEMENT 18: GEOGRAPHIC INFORMATION SYSTEM (GIS) ACTIVITIES (MCOG)

PURPOSE: To provide GIS support services related to the roadway transportation system, and all transportation modes in Mendocino County.

PROGRESS: During the third quarter, MCOG staff worked to evaluate CHP crash data that will be utilized in development of the Active Transportation Plan for Mendocino County.

PRODUCT EXPECTED: Products may include maps, reports, documentation, presentation materials, and various databases and GIS layers to support project tasks.

PROBLEMS: None.

Reporting Period	Local (LTF)	Total Expenditures by Quarter
July 1 - Sept. 30		
MCOG	\$975.80	\$975.80
1st Quarter Expenditures	\$975.80	\$975.80
Oct. 1 -Dec. 30		
MCOG	\$418.20	\$418.20
2nd Quarter Expenditures	\$418.20	\$418.20
Jan. 1 - Mar. 31		
MCOG	\$1,268.54	\$1,268.54
3rd Quarter Expenditures	\$1,268.54	\$1,268.54
Total Expenditures	\$2,662.54	\$2,662.54
Total Allocation of Funds	\$5,600.00	\$5,600.00
Claimed by Percentage	47.5%	47.5%

19. Work Element 19 - Intentionally left blank

20. WORK ELEMENT 20: GRANT DEVELOPMENT & ASSISTANCE (MCOG)

PURPOSE: To provide technical assistance, research, and support to local agencies, Mendocino Transit Authority, tribal governments, North Coast Railroad Authority, and others, on federal, state, and local grant opportunities.

PROGRESS: Work during the third quarter included day-to-day transportation planner duties related to various federal, state, and local transportation related grants. MCOG staff monitored and reviewed grant information and guidelines, provided information to local agencies; and spent time on tasks related to the ATP grant program. Staff time was also charged to this work element for time spent on final duties for the Caltrans' grant-funded Hopland Engineered Feasibility Study, as staff's time in the grant budget was exhausted last fiscal year.

PRODUCT EXPECTED: Products may include: grant applications, informational notices, staff assistance, recommendations, distribution of grant materials, staff reports, documentation of tribal governmental-to-government relations, and other documents to support project tasks.

PROBLEMS: None.

Reporting Period	Local (LTF)	Total Expenditures by Quarter
July 1 - Sept. 30		
MCOG	\$695.80	\$695.80
1st Quarter Expenditures	\$695.80	\$695.80
Oct. 1 - Dec. 30		
MCOG	\$1,689.80	\$1,689.80
2nd Quarter Expenditures	\$1,689.80	\$1,689.80
Jan. 1 - Mar. 31		
MCOG	\$1,838.90	\$1,838.90
3rd Quarter Expenditures	\$1,838.90	\$1,838.90
Total Expenditures	\$4,224.50	\$4,224.50
Total Allocation of Funds	\$20,500.00	\$20,500.00
Claimed by Percentage	20.6%	20.6%

21. **WORK ELEMENT 21: HOPLAND ENGINEERED FEASIBILITY STUDY (MCOG) - Carryover**

PURPOSE: To prepare an Engineered Feasibility Study (EFS) for the “main street” corridors on both U.S. 101 through Hopland proper and SR 175 through Old Hopland.

PROGRESS: As reported last quarter, the Hopland Engineered Feasibility Study (Final Report) was accepted by MCOG on October 5, 2015, at the MCOG meeting in Hopland. Final grant invoicing was completed in the third quarter, and **this project is complete.**

PRODUCT EXPECTED: Products may include executed contracts; RFP; list of potential features/projects; TAG member list; meeting agendas; meeting notes; digital files; technical memoranda; summaries of data collected; PowerPoint presentations; Draft EFS; summary of comments; Final EFS; invoices, and reports.

PROBLEMS: None.

Reporting Period	Federal (SP&R)	Local (LTF)	Total Expenditures by Quarter
July 1 - Sept. 30			
Consultant	\$27,977.53	\$8,067.26	\$36,044.79
1st Quarter Expenditures	\$27,977.53	\$8,067.26	\$36,044.79
Oct. 1 - Dec. 30			
Consultant	\$7,189.45	\$432.74	\$7,622.19
2nd Quarter Expenditures	\$7,189.45	\$432.74	\$7,622.19
<i>No Further Expenditures</i>			
Total Expenditures	\$35,166.98	\$8,500.00	\$43,666.98
Total Allocation of Funds	\$35,315.00	\$8,500.00	\$43,815.00
Claimed by Percentage	99.6%	100.0%	99.7%

22. **WORK ELEMENT 22: SAFE ROUTES TO SCHOOL – ATP NON-INFRASTRUCTURE GRANT (MCOG) - Carryover**

PURPOSE: To implement two awarded State Active Transportation Program (ATP) Non-Infrastructure grants (“Safe Routes to School – ATP Non Infrastructure Grant” and “SR 162 Corridor Multi-Purpose Trail, Ph. 1” – Non-Infrastructure component).

PROGRESS: During the third quarter, MCOG staff completed the second RFP recruitment process for this project, culminating with a contract awarded to North Coast Opportunities' Walk and Bike Mendocino program (the sole respondent) on 2/26/16. A Consultant Selection Committee (CSC) comprised of representatives from MCOG, Caltrans, and Health & Human Services Agency (HHS) staff was involved throughout the cumbersome process. MCOG staff continued to work with the proposer on needed revisions before the proposal was accepted, continued work on the required ATP detailed work plan, researched ATP guidelines and eligibility issues, attended meetings/teleconferences with the CSC, performed grant management duties, including invoicing and reporting. HHS staff worked on various tasks including coordination with MCOG staff, reviewing consultant's proposal and attending meetings/teleconferences of the CSC, providing outreach to schools, and overall coordination, grant time tracking and reporting, and invoicing. NCO/Walk & Bike Mendocino staff began initial project kick-off duties, after contract execution.

PRODUCT EXPECTED: Press releases; staff recruitment; develop MOUs with schools; meeting participation; implementation plans & schedules; identify Safe Route to School liaisons; hold bike/pedestrian events and trainings; community education & outreach; data collection of walking and biking rates; Safe Routes to School task force assistance; recruit high school students and initiate service learning; organize school contests; organize bike/walk groups; train crossing guards; review/make recommendations on school policies; develop and implement advocacy plan with law enforcement agencies; conduct community-based safety education; distribute educational information; hold summer bike rodeos/clinics; develop and distribute Safe Routes to School maps; and overall grant management including invoicing and reporting.

PROBLEMS: The first RFP process was unsuccessful, as the sole proposal received was rejected. The second RFP also received only one response. MCOG staff spent significant time working with the proposer and Caltrans staff to ensure all requirements and eligibility questions were addressed. MCOG staff anticipates that this three-year grant project will need an extension from the CTC.

Reporting Period	State (ATP)	Total Expenditures by Quarter
July 1 - Sept. 30		
MCOG	\$7,736.78	\$7,736.78
Consultants	\$5,507.90	\$5,507.90
1st Quarter Expenditures	\$13,244.68	\$13,244.68
Oct. 1 - Dec. 30		
MCOG	\$10,505.91	\$10,505.91
Consultants	\$5,981.85	\$5,981.85
2nd Quarter Expenditures	\$16,487.76	\$16,487.76
Jan. 1 - Mar. 31		
MCOG	\$9,655.92	\$9,655.92
Consultants	\$25,449.30	\$25,449.30
3rd Quarter Expenditures	\$35,105.22	\$35,105.22
Total Expenditures	\$64,837.66	\$64,837.66
Total Allocation of Funds	\$1,096,037.00	\$1,096,037.00
Claimed by Percentage	5.9%	5.9%

23. WORK ELEMENT 23: U.S. 101 CORRIDOR THROUGH THE GREATER UKIAH AREA MICRO-SIMULATION MODEL (MCOG) – Carryover

PURPOSE: This project will build a tool to help quantify cumulative impacts and diversionary effects of individual projects on the U.S. 101 corridor and interchanges through Ukiah.

PROGRESS: During the third quarter, the consultant team (led by Caliper Corporation) completed work on this project and submitted a draft final report. The draft was provided to the Technical Advisory Group

(TAG) for review, and a final TAG meeting was held in January. MCOG staff reviewed the draft, and submitted comments. The consultant gave a presentation on the model (*via webinar*) to the MCOG Board at their February 1, 2016 meeting. A two-day training course on the model was conducted by the consultant on January 28-29; with attendance by MCOG, Caltrans, City of Ukiah and County staff. MCOG staff participated on the TAG, and performed grant management duties, including fiscal and reporting duties. Final products have been received and submitted to Caltrans. **This project is complete.**

PRODUCT EXPECTED: RFP, executed contract, TAG member list, meeting notes, compiled data, digital files, un-calibrated and calibrated micro-simulation model; memo reporting findings; simulate project alternatives; Trans Modeler files for project alternatives; draft model operations manual, technical memoranda; draft and final reports; PowerPoint presentations’ full model documentation; training; procedures manual; recorded webinar; electronic meeting notes; invoices; reports. Final product will be a site-specific traffic micro-simulation model, in TransModeler.

PROBLEMS: Acceptance of the Final Report was to have occurred at MCOG’s March 2016 meeting, however, the March meeting was cancelled, and follow-up was inadvertently missed at subsequent meetings. Therefore, acceptance of the Final Report will be scheduled for the August 2016 MCOG meeting.

Reporting Period	Federal (SP&R)	Local (LTF)	Total Expenditures by Quarter
July 1 - Sept. 30			
MCOG	\$2,161.09	\$0.00	\$2,161.09
Consultant	\$51,228.25	\$0.00	\$51,228.25
1st Quarter Expenditures	\$53,389.34	\$0.00	\$53,389.34
Oct. 1 - Dec. 30			
MCOG	\$1,697.78	\$0.00	\$1,697.78
Consultant	\$68,425.75	\$0.00	\$68,425.75
2nd Quarter Expenditures	\$70,123.53	\$0.00	\$70,123.53
Jan. 1 - Mar. 31			
MCOG	\$2,588.72	\$0.00	\$2,588.72
Consultant	\$32,665.77	\$0.00	\$32,665.77
3rd Quarter Expenditures	\$35,254.49	\$0.00	\$35,254.49
Total Expenditures	\$158,767.36	\$0.00	\$158,767.36
Total Allocation of Funds	\$161,981.00	\$250.00	\$162,231.00
Claimed by Percentage	98.0%	0.0%	97.9%

24. *Work Element 24 – Intentionally Left Blank*

25. *Work Element 25 – Intentionally Left Blank*

26. **WORK ELEMENT 26: COUNTY ROAD PRESERVATION SALES TAX DEVELOPMENT & SUPPORT (MCOG) – Carryover**

PURPOSE: To provide research, support and information to support the development of a transportation sales tax (for preservation of County roads) initiative for the County of Mendocino (unincorporated area), as allowed by AB 2119 (Stone) (*chaptered 7/18/14*).

PROGRESS: During the third quarter, the questionnaires to be used in polling were finalized and polling took place. MCOG received and reviewed initial survey results. Meetings were held with the Sales Tax committee and the polling consultant. MCOG staff also spent time working with phone banks and third party vendors. Staff presented the survey results to the Ukiah City Council and Board of Supervisors during this quarter.

PRODUCTS: Products may include: Work plan, schedule, revenue projections, supporting materials, background information, presentations to Board of Supervisors; presentations to service and community groups; Expenditure Plan; Request for Proposals

PROBLEMS: Staff researched some unresolved issues with the polling consultant during this quarter regarding third party vendor expenses and sample sizes.

Reporting Period	State (RPA)	Local (LTF)	Total Expenditures by Quarter
July 1 - Sept. 30			
MCOG Staff	\$5,299.83	\$0.00	\$5,299.83
1st Quarter Expenditures	\$5,299.83	\$0.00	\$5,299.83
Oct. 1 - Dec. 31			
MCOG Staff	\$5,410.45	\$0.00	\$5,410.45
Consultants	\$0.00	\$21,441.07	\$21,441.07
2nd Quarter Expenditures	\$5,410.45	\$21,441.07	\$26,851.52
Jan. 1 - Mar. 31			
MCOG Staff	\$3,911.72	\$6,021.50	\$9,933.22
Consultants	\$0.00	\$13,914.84	\$13,914.84
3rd Quarter Expenditures	\$3,911.72	\$19,936.34	\$23,848.06
Total Expenditures	\$14,622.00	\$41,377.41	\$55,999.41
Total Allocation of Funds	\$14,622.00	\$59,900.00	\$74,522.00
Claimed by Percentage	100.0%	69.1%	75.1%

Total Expenditures - Third Quarter						
Summary of Funding Sources	Amount Programmed	1st Qtr Expenditures	2nd Qtr Expenditures	3rd Qtr Expenditures	4th Qtr Expenditures	Total Expenditures
Local LTF	\$247,368	\$11,738.86	\$34,766.81	\$61,484.53	\$0.00	\$107,990.20
State PPM*	\$189,010	\$10,908.90	\$16,376.94	\$25,814.27	\$0.00	\$53,100.11
State RPA/RPA Grant*	\$317,522	\$74,641.08	\$71,891.14	\$68,493.79	\$0.00	\$215,026.01
State ATP Grant*	\$1,096,037	\$13,244.68	\$16,487.76	\$35,105.22	\$0.00	\$64,837.66
Federal SP&R*	\$197,296	\$81,366.87	\$77,312.98	\$35,254.49	\$0.00	\$193,934.34
Totals	\$2,047,233	\$191,900.39	\$216,835.63	\$226,152.30	\$0.00	\$634,888.32
<i>* Local funds were used to pay invoices, pending reimbursement</i>						

Prepared by L. Ellard
6/16/16



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

June 3, 2016

Information # 2
MCOG Meeting
8/15/2016

Loren Rex, Mendocino Sector Superintendent
California State Parks - Sonoma Mendocino Coast District
12301 North Highway 1, Box 1
Mendocino, CA 95460

Re: Support for Haul Road Project

Dear Superintendent Rex:

As the Regional Transportation Planning Agency, we are writing in support of the MacKerricher State Park Haul Road Repair and Enhancement Project that you are proposing for an Active Transportation Program grant.

We are pleased that the project would be designated as a section of the Pacific Coast Bike Route, as we requested in 2012 during the Pacific Coast Bike Route/California Coastal Trail Engineered Feasibility Study, on which MCOG collaborated with Caltrans District 1. This will have many safety benefits that include diverting cyclists and pedestrians off of State Route 1, onto a Class I trail with connections between the town of Cleone and City of Fort Bragg.

This will serve both transportation and recreational purposes, with benefits including safety, improved traffic circulation and mobility, public health for all ages, accessibility for those with disabilities, reduction of greenhouse gas emissions, and a boost to our tourism economy, while the region struggles to recover from the recession that began in 2008. The trail improvements will be designed for multimodal use, accommodating pedestrians, cyclists, equestrians, and wheelchairs.

Development of the California Coastal Trail is identified as a long-term project in the 2010 Mendocino County Regional Transportation Plan. The proposed project also addresses several goals and objectives identified in the transportation plan, including:

Climate Change & the Environment

- Prioritize transportation projects which lead to reduced greenhouse gasses

State Highway System

- Provide safe traveling conditions on all State highway within Mendocino County
- Balance the needs for transportation improvements with quality of life for residents and visitors to the region

Non-Motorized Transportation

- Provide a non-motorized transportation network that offers a feasible alternative to vehicular travel
- Encourage healthier lifestyles through increased walking and biking.

The project would not significantly impact the environment, which has already suffered numerous impacts under the existing and historical uses of the corridor.

This well-used corridor is a favorite destination for visitors and locals alike, and the proposed repairs and enhancements will make the most of this beautiful area of the Mendocino Coast.

The Sonoma Mendocino Coast District of California State Parks has been a valued partner of the Mendocino Council of Governments. We believe this proposal is an excellent candidate project for the State's Active Transportation Program.

We look forward to a favorable review of this popular and exciting project proposal.

Sincerely,



Phillip J. Dow, Executive Director

Copies: Dan Gjerde, Chair, MCOG
 Dave Turner, Mayor, Fort Bragg



Hopland Municipal Advisory Council

13420 S. Highway 101, Hopland, CA 95549

Mr. Dan Gjerde
Chairman, Mendocino County Council of Governments
367 N. State Street, Suite 206
Ukiah, CA 95482

Information # 3
MCOG Meeting
8/15/2015

June 16, 2016

Subject: Hopland Main Street-State Route 101 ADA Hazards & Safety Improvements

Dear Chairman Gjerde:

I am writing on behalf of the Hopland Municipal Advisory Council (HMAC) to seek your assistance with the present and ongoing ADA (American's with Disabilities Act) non-compliant crosswalks that service the downtown Hopland area. The existing grade of the two main crosswalks in the center of the Hopland commercial district does not meet the 2% maximum grade change between the west and east boundaries of Hwy 101. This ongoing safety hazard must be addressed and abated as soon as possible. Caltrans is the owner and operator of US 101 through Hopland (our Main Street!). It is the State's responsibility to address ADA compliance issues on its system. We are seeking your assistance with Caltrans to address and correct this urgent safety hazard.

The extent of the deficiencies of crosswalks in Hopland is identified in the *Hopland Main Street Corridor Engineered Feasibility Study (W-Trans, 2015)*, prepared for the Mendocino Council of Governments. A Technical Memorandum prepared by GHD, Inc. (Appendix K) discusses crosswalk issues on US 101 in Hopland. Technical Memorandum No. 2 notes "a sizable elevation difference of approximately 3.4 feet from the west side of US 101 to the east side of US 101. A straight line slope across the roadway at this location would likely exceed 5%." The Technical Memorandum concludes that nearly a foot of pavement section would need to be removed to re-grade the roadway at the crosswalks. The full study and appendices can be found on the Mendocino Council of Governments website at mendocinocog.org.

I would welcome the opportunity to meet with you to discuss this issue and to ascertain how you might be of assistance in resolving this issue of importance to both of our organizations. Perhaps the relevant Caltrans representatives could be in attendance to review and provide additional input to this issue.

Thank you for your consideration and assistance.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Julie Golden".

Julie Golden
Chairperson
Hopland Municipal Advisory Council
Cell: 707-272-8815

Cc: Supervisor Hamburg



MENDOCINO COUNCIL OF GOVERNMENTS

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June 16, 2016

Mr. Randall Winston, Executive Director
Strategic Growth Council
1400 Tenth Street
Sacramento, CA 95814

Information # 4
MCOG Meeting
8/15/2015

RE: Support for Orr Creek Commons 2015/16 AH/SC Program Application

Dear Mr. Winston:

As the regional transportation planning agency for Mendocino County, Mendocino Council of Governments (MCOG) is guided by two overarching planning documents: (1) our Blueprint Plan, *VisionMendocino2030*, and (2) our Regional Transportation Plan, last adopted in 2010. *VisionMendocino2030* is a high level document that establishes a preferred growth scenario for Mendocino County for the next two decades. The *2010 Mendocino County Regional Transportation Plan* establishes goals and policies, as well as actions and transportation system improvements necessary to accommodate anticipated growth.

Orr Creek Commons, Rural Communities Housing Development Corporation's (RCHCD) proposed project under the 2015/16 Affordable Housing/Sustainable Communities (AH/SC) program supports key elements of both long term planning documents that guide related transportation development in Mendocino County.

VisionMendocino2030 was adopted in 2013 in response to SB 375. As a large (3,510 square mile) rural county with a diverse topography and population, selection of a single growth scenario proved implausible. Mendocino's Preferred Growth Scenario is a hybrid of two visions for growth that proved to be most appropriate for the Mendocino County environment: the Infill Growth Scenario and the Sustainable, Natural Resource-Based Economy Scenario.

The Orr Creek Commons project directly addresses five of the eight Guiding Principles that form the basis for implementation of Mendocino's preferred growth scenario:

- Natural Resource Conservation: Preserve natural resources, including water, timber land, agricultural land, habitats and open space.
Open space will be preserved adjacent to Orr Creek, an emerging priority for resource protection/rehabilitation in Ukiah
- Focused Development: Support infill development and direct new development primarily towards existing communities to utilize existing infrastructure systems.
Project site is located within an incorporated community that has been planned for development, has existing adjacent infrastructure, and ready access to local destinations.
- Transportation Choices: Promote reliable, efficient transportation alternatives such as

walking, bicycling, transit, and carpooling to improve air quality, reduce greenhouse gas emissions, promote public health, and enhance quality of life.

Project constructs sidewalk where none exists, extends a pathway along Orr Creek, provides electric vehicles (cars and vans) for residents' use, charging stations, and an electric transit bus that will provide community-wide benefits by connecting to existing routes in the Mendocino Transit Authority (MTA) system. MTA has a solar canopy at its facility capable of off-grid charging.

- **Adequate Housing Supply:** Expand housing options for people of all ages and incomes. *Housing costs are high in the project area even though median income is less than 80% of statewide median income. Project will provide housing for low income seniors in an area where affordable housing stock is low.*
- **Community Character and Design:** Enhance the unique characteristics of existing communities and quality of life in Mendocino County. *Located along a local creek, but within easy walking distance of local destinations and services, the project promotes the type of community character envisioned in the Blueprint Plan.*

To my knowledge, the Orr Creek Commons project is the only project that has yet been proposed that so thoroughly addresses key principles of our Preferred Growth Scenario in our adopted *VisionMendocino2030 Blueprint Plan*.

Features of the Orr Creek Commons project either directly address or support several goals and policies of the 2010 Regional Transportation Plan (RTP). Since the proposed project is consistent with goals and policies of our RTP in so many ways, I will refer you to an attachment to this letter that summarizes how this project addresses these goals and policies.

In that I had provided written comments to the Strategic Growth Council during the guidelines development process for both the 2014/15 and 2015/16 AH/SC grant cycles, I believe I understand the purpose and goals of the Affordable Housing/Sustainable Communities Program. The Orr Creek Commons project is as much of an excellent fit for the Rural Innovation Project Area component of the AH/SC program as it is with our Blueprint Plan and Regional Transportation Plan.

Mendocino Council of Governments urges your positive consideration of this innovative and needed project.

Sincerely,



Phillip J. Dow, P.E.

Executive Director

Attachment

Copies: Dan Gjerde, MCOG Chair
Carla Meyer, MTA General Manager