



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

Monday, February 6, 2017 at 1:30 p.m.

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

Additional Media

For live streaming and later viewing:

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

For later viewing:

Public Access TV Channel 65 and archives at <http://mendocinoaccess.org>

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 and Roll Call – Welcome New Members – Orientation Opportunities
2. Election of Officers – Chair and Vice Chair
3. Convene as RTPA
4. 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

5. Annual Appointments to Standing Committees
 - a. Executive Committee
 - b. Transit Productivity Committee
 - c. California Association of Councils of Governments (CALCOG)
6. Adoption of 2017 Board Calendar
7. Consideration of Letters of Support for Transportation Funding Legislation – SB 1 and AB 1
8. **Public Hearing:** Approval of Resolution #M2017-___ * Amending the Mendocino County Coordinated Public Transit - Human Services Transportation Plan
9. Approval of Request for Regional Surface Transportation Program (RSTP) Funds – City of Point Arena Electric Vehicle Charging Station, Not to Exceed \$17,500
10. Approval of Subcontract with Redwood Coast Energy Authority to Participate in the “North Coast and Upstate Fuel Cell Vehicle Readiness Project” Pursuant to a California Energy Commission Grant, Not to Exceed \$2,000 to MCOG

11. Consideration/Discussion of State Route 1 Traffic Issues in Elk

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 for separate consideration, upon request by a Director or citizen.

12. Approval of December 5, 2016 Minutes

13. Approval of Third Amendment to Fiscal Year 2016/17 Transportation Planning Overall Work Program (OWP)

RATIFY ACTION

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

REPORTS15. Reports – Information - *No Action*

- a. Mendocino Transit Authority
- b. North Coast Railroad Authority
- c. MCOG Staff - Summary of Meetings
- d. MCOG Administration Staff
 1. North State Super Region Project Proposals – Garcia River/Windy Hollow Rd. Bridge
 2. Rural Counties Task Force Administrative Training – January 12-13, 2017
 3. Statements of Economic Interest (Form 700) – *handout/verbal*
 4. Miscellaneous
- e. MCOG Planning Staff
 1. Fiscal Year 2017/18 Transportation Planning Overall Work Program (OWP) Proposals
 2. Miscellaneous
- f. MCOG Directors
- g. California Association of Councils of Governments (CALCOG) Delegates

ADJOURNMENT

16. 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.



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 2
MCOG Meeting
2/6/2017

STAFF REPORT

TITLE: Annual Election of Officers

SUBMITTED BY: Janet Orth, Deputy Director/CFO

DATE: 1/23/2017

BACKGROUND:

According to MCOG's bylaws, a Chair and a Vice Chair are elected annually by the Board of Directors, typically on the first Monday in February, as the first meeting of the calendar year. The appropriate sections of the bylaws are attached for your reference.

Officers elected in 2016 were Dan Gjerde as Chair and Doug Hammerstrom as Vice Chair.

This item is placed as the first business on the agenda, since officers are elected to serve the Council regardless of which body is convened -- RTPA, SAFE, or simply as the COG for other business such as housing or economic development.

Committee appointments are placed later on the agenda, as their business is mostly related to the Regional Transportation Planning Agency and should be made after convening the Policy Advisory Committee.

ACTION REQUIRED:

Follow last year's method or vote to use another method.

Procedure followed in 2016, consistent with Robert's Rules of Order¹:

1. Hear any and all nominations for the office of Chair. A second is not required to nominate.
 2. Discuss and answer questions. Nominees may state their qualifications for the office.
 3. Close nominations.
 4. Move, second and vote on each nominee until a motion carries.
 5. Repeat for the office of Vice Chair.
-

ALTERNATIVES:

According to Robert's Rules, "If no method of nominating has been specified in the bylaws and if the assembly has adopted no rule on the subject, any member can make a motion prescribing the method." The bylaws do not specify and, to our knowledge, MCOG has adopted no rule.

The Council may adopt a rule, by motion and vote. Staff would advise that such a rule be written and ratified at a future meeting.

No alternative to the annual election is identified. According to the bylaws, "*The term of the Chair shall be for one (1) year, commencing on the first Monday in February when elected and ending on the following first Monday in February or at the next officers election.*"

RECOMMENDATION:

Allow staff to receive nominations and conduct votes, first for Chair and then for Vice Chair. After that, the new or re-elected Chair presides over the meeting.

Enc: Bylaws excerpt

¹ "A nomination is, in effect, a proposal to fill the blank in an assumed motion 'that _____ be elected' to the specified position. In choosing someone to fill an office or other elected position in a society or assembly, a more effective freedom of choice is maintained through the practice of nominating persons for the office, rather than moving that a given person be elected as in the older British procedure." - Robert's Rules of Order, 2000 edition

Excerpt of MCOG Bylaws Amended May 6, 2013

ARTICLE III - OFFICERS/STAFF/COMMITTEES

Section 1.1 Chair: The Chair of the Council shall be selected by a majority of its voting members. The term of the Chair shall be for one (1) year, commencing on the first Monday in February when elected and ending on the following first Monday in February or at the next officers election.

Section 1.2 Powers of Chair: The Chair, when present, shall preside at all meetings of the Council. The Chair shall preserve order and decorum and shall decide all questions of order subject to the action of a majority of the Council. The Chair shall be permitted to participate in debate without surrender of the chair. The Chair shall be permitted to vote, move, and second a motion. If the Chair is absent, then the Vice Chair shall preside. If both the Chair and Vice Chair are absent, a chair *pro tem* may be appointed for the purposes of the meeting.

Section 2. Vice Chair: The Vice Chair of the Council shall be selected by a majority of its voting members. The term of the Vice Chair shall be for one (1) year, commencing on the first Monday in February when elected and ending on the following first Monday in February or at the next officers election. The Vice Chair shall have all of the powers and act in the place of the Chair in his/her absence.



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 5
Regular Calendar
MCOG Meeting
2/6/2017

STAFF REPORT

TITLE: Annual Committee Appointments

SUBMITTED BY: Janet Orth, Deputy Director/CFO

DATE: 1/23/2017

BACKGROUND:

Following are the procedures for appointment of Board members to MCOG's standing committees. I have attached the appropriate sections of the bylaws for your reference. (Seats on the other standing committees are not filled by MCOG Board members.)

- The Council may appoint an Executive Committee, consisting of the Chair, the Vice Chair, and one other member reflecting a city-county balance.
- The Chair shall appoint two members to the Transit Productivity Committee.
- The Council shall appoint two members to CALCOG, including at least one Executive Committee member. One serves as the delegate and the other as the alternate.

The most recent appointments are:

- Executive Committee - Chair **Gjerde**, Vice Chair **Hammerstrom**, and Director **Woodhouse**
 - Transit Productivity Committee (TPC) – Chair **Gjerde** and Director **Scalmanini**
 - CALCOG – Director **Scalmanini** (Delegate) and Chair **Gjerde** (Alternate Delegate)
-

ACTION REQUIRED:

- a. Appointment by the Council of the Executive Committee. – *The next meeting will need to be scheduled for late February.*
 - b. Appointments by the Chair to the Transit Productivity Committee. – *Please note a meeting will need to be scheduled for mid-April to review MTA's annual claim and the unmet needs analysis. Transit performance issues are addressed annually, typically at the April TPC meeting, or later in the year if preferred.*
 - c. Appointment by the Council of two CALCOG Delegates. – *Typically CALCOG delegates have met in March/April for the annual Regional Leadership Forum, and again in the autumn for a joint meeting with statewide county and city associations. This year the Forum is scheduled for March 29-31 in Monterey. Also there may be business meetings with a call-in option.*
-

ALTERNATIVES:

- The Executive Committee is optional according to the bylaws.
 - TPC membership is mandated by the bylaws, so there is no alternative without amendment.
 - Annual CALCOG appointments are mandated also, so there is no alternative without amending the bylaws.
-

RECOMMENDATION:

Appoint members to the standing committees described above, following MCOG's bylaws.

Enc: Bylaws excerpts

Excerpts of MCOG Bylaws Amended May 6, 2013
ARTICLE III - OFFICERS/STAFF/COMMITTEES

Section 5. STANDING COMMITTEES

Section 5.2 Executive Committee: The Council may appoint an Executive Committee consisting of the Chair, the Vice Chair and one member from a city or the County. The Executive Committee may carry on the administrative and executive functions of the Council between regular meetings of the Council. The Executive Committee may also be used to oversee the personnel budget and policy issues and make recommendations to the full Council.

The Council shall attempt to appoint members to the Executive Committee that reflect a balance between City and County representation.

Section 5.4 Transit Productivity Committee (TPC): The TPC shall consist of five (5) voting members: two (2) members of the Council appointed by the Chair; two (2) members of the transit operator's Board of Directors; and one (1) senior centers representative to be selected by those senior centers under the Council's jurisdiction and then formally appointed by the Council. The TPC shall be staffed by the MCOG Executive Director or his/her authorized representative.

The purpose of the TPC will be to review transit performance and productivity issues in accordance with approved standards adopted by the Council, including review of quarterly reports of the transit operator. The TPC will review and make recommendations to the Council on the annual Transit Claim, and also provide input on the "unmet transit needs" process, including findings of the SSTAC. Meetings will be held at least once annually, or quarterly if warranted.

Section 6. ASSOCIATIONS

Section 6.1 California Association of Councils of Governments (CALCOG): The Council shall annually appoint two members of the Council, at least one of whom shall be an Executive Committee member, to the CALCOG organization for the purpose of voting on statewide issues. One member shall be the delegate, the other member, the alternate. The term of these appointments shall be for one year commencing on the first Monday in February when appointed and ending on the following first Monday in February or at the next year's committee appointments.

2017 MCOG BOARD MEETING CALENDAR

1st Monday at 1:30 pm, 9-10 months per year, at County Administration Center,
 Board of Supervisors Chambers, Room 1070, 501 Low Gap Road, Ukiah
Subject to Venue Availability and Unless Otherwise Noticed

DRAFT #2 as of 1/25/2017 - subject to change

Date	Planned Highlights and Recurring Actions	Notes
January	No meeting this month	
February 6	Election of Officers and Committee Appointments	
March 6	<u>Executive Committee Recommendations:</u> Draft 2017/18 Budget – No Action	
April TBD	<u>On Location Tour/Mobile Workshop:</u> <ul style="list-style-type: none"> ▪ Transportation Tour of Plans & Projects – Fort Bragg ▪ Informal Lunch and Presentations/Discussion 	All-day field trip; meeting as needed, “special meeting” if not on first Monday
May 1	Adoption of SAFE Five-Year Strategic & Financial Plan Budget Workshop Including: <u>Executive Committee Recommendations:</u> Draft 2017/18 Budget <u>Transit Productivity Committee (TPC) Recommendations:</u> 2017/18 Unmet Transit Needs Reasonable-to-Meet Finding Funding of MTA’s Annual Transit Claim	
June 5	<u>Combined Recommendations of Staff & Committees:</u> Adoption of 2017/18 Regional Transportation Planning Agency Budget <u>TAC Recommendations:</u> Adoption of 2017/18 Planning Overall Work Program	
July	No meeting this month	
August 21 Special Meeting	Report of State Transportation Improvement Program (STIP) Fund Estimate	Change to third Monday
September 6	<u>On Location Tour/Mobile Workshop:</u> <ul style="list-style-type: none"> ▪ Transportation Tour of Plans & Projects – Location TBD ▪ Informal Lunch and Presentations/Discussion 	All-day field trip, <i>No Meeting</i> , first Wednesday
October 2	Regular Business	
November 6	Discussion/Direction: Draft Regional Trans. Improvement Program (RTIP)	
December 4	Adoption of 2018 RTIP <u>SSTAC Recommendations: 2018/19 Unmet Transit Needs - Public Hearing</u>	

Related Meetings of Interest / Educational Options

February 22	18th Annual CTF Transportation Forum, Sacramento http://www.transportationfoundation.org/	CA’s leading charitable transportation organization
March/April	CALCOG Delegates: 2017 Annual Regional Leadership Forum, Monterey http://www.calcog.org/	Assn. of regional agencies; networking & current issues
May 3-5	California Transportation Planning Conference – Walnut Creek http://www.techtransfer.berkeley.edu/2017-california-transportation-planning-conference	“Partnering for Sustainable Transportation” theme
Nov./Dec.	28th Annual Focus on the Future Conference – Self Help Counties Coalition http://www.selfhelpcounties.org/focus/index.html	20 local agencies with transportation sales taxes



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 7
Regular Calendar
MCOG Meeting
2/6/2017

STAFF REPORT

TITLE: Consideration of Support for AB1 and SB1

DATE PREPARED: 01/24/17

MEETING DATE: 02/06/17

SUBMITTED BY: Phillip J. Dow, Executive Director

BACKGROUND:

I reported to the Board last fall that, despite the Governor calling a Special Session of the State Legislature in 2015 and working through the summer of 2016 on a transportation funding bill, efforts to move bills out of both the Senate and Assembly failed.

In this legislative session, State Senator Beall was quick to introduce Senate Bill 1 to continue the effort to provide more funding for transportation needs. Assemblymember Frazier led the drive in the Assembly by introducing Assembly Bill 1.

At the CalCOG Directors meeting I attended on January 10, we listened as elements of the Governor's budget were announced. Although the Governor's initial budget does address some of the concerns of transportation agencies, a more comprehensive approach that is more in line with demonstrated needs is included with the legislative bills. We were encouraged by CalCOG to contact our local legislators to support both of these bills. They will both produce the same amount of revenues at full implementation, but revenues are collected in a different manner and there are variations in distribution as well. It would be expected that if both bills emerge, a conference committee would be called to work out these differences. Direction from CalCOG indicates that either bill, when fully implemented, will provide substantial relief to the counties and cities.

I am attaching a four-page analysis of these bills that was prepared by the California State Association of Counties for your review. These bills would generate \$4.93 billion for roads in California. At full implementation, over \$7 million would be made available for Mendocino County roads and nearly another \$1 million for city streets (a portion of a chart identifying allocations to Mendocino County entities as also attached).

ACTION REQUIRED: Support Assembly Bill 1 and Senate Bill 1 and direct staff to prepare letters to local legislators urging them to vote for these bills in their respective houses of the California Legislature.

ALTERNATIVES: The Board may choose not to support one or both of these bills (not recommended). The Board may also withhold support, pending emergence of a single bill through the legislative process (not recommended).

RECOMMENDATION: Support Assembly Bill 1 and Senate Bill 1 and direct staff to prepare letters of support for delivery to Senator McGuire and Assemblymember Wood.



**AB 1 (Frazier)/SB 1 (Beall): Transportation Funding/Reform
CSAC Revenue and Expenditure Analysis**

1100 K Street
Suite 101
Sacramento
California
95814

Telephone
916.327.7500
Facsimile
916.441.5507

All revenue and expenditure estimates are based of full implementation of these funding/reform packages which occurs in year five. If adopted in 2017, full implementation would occur in FY 2021-22.

REVENUES

New Revenues

Maintenance & Rehabilitation Investments - \$3.12 billion annually

- Gas tax increase of 12-cents, which generates \$1.8 billion annually
 - AB 1 levies the entire increase in year one
 - SB 1 levies the increase in increments over three years (6-cents in year one, 9-cents in year two, and 12-cents in year three)
 - Gas tax revenues deposited into the Road Maintenance and Rehabilitation Account (RMRA)
 - SB 1 would capture off-highway vehicle (OHV) increment from new gas tax for RMRA, whereas AB 1 maintains current practice of sending OHV related share to OHV accounts
 - Indexed for inflation every three years
- Vehicle registration fee (VRF) of \$38, which generates \$1.3 billion annually
 - Deposited into the RMRA
 - Indexed for inflation every three years
- Zero emission vehicle registration fee (ZVRF) of \$100 (SB 1) or \$165 (AB 1), which would generate approximately \$20 million annually
 - Deposited into the RMRA
 - Indexed for inflation every three years

Freight Investments - \$600 million annually

- 20-cent diesel excise tax, which generates \$600 million annually
 - Deposited into the Trade Corridors Improvement Fund (TCIF)
 - Indexed for inflation every three years

Transit Investments - \$563 million annually

- Up to a 4% increase in the sales tax on diesel, which generates approximately \$263 million annually
 - Deposited into the State Transit Assistance Account (STA)
 - Allocated via the Public Transportation Account (PTA) formula
 - AB 1 increases the rate by 3.5% all for the STA/PTA allocation
 - SB 1 increases the rate by 4%, 3.5% which benefits the STA/PTA formula and 0.5% benefits the Transit and Intercity Rail Corridor Program (TIRCP)
- Increase existing cap and trade expenditures, which generates approximately \$300 million annually
 - From 10% to 20% of total cap and trade auction proceeds for the TIRCP
 - From 5% to 10% of total cap and trade auction proceeds for the Low Carbon Transit Operations Program (LCTOP)

TOTAL NEW REVENUE GENERATED FOR ALL INVESTMENT CATEGORIES:

\$4.28 BILLION

Restored/Returned Revenues

Maintenance & Rehabilitation Investments - \$1.81 billion annually

- \$500 million in truck weight fees
 - Directed to the Highway User Tax Account (HUTA)
 - Allocated via the 44 STIP/44 LSR/12 SHOPP split
 - AB 1 would phase in a specific dollar amount to be returned to transportation projects whereas SB 1 would phase in a certain percentage of weight fee revenue. AB 1 would cap the weight fee transfer to the General Fund to \$500 million in FY 2021-22 and SB 1 would cap the transfer to 50% of total weight fee revenue collected in FY 2021-22. Depending on how much weight fee revenue is collected in any given year one approach could return more back to transportation projects than another but it's difficult to predict.
- Eliminate the annual BOE adjustment of the price-based excise tax, reset the rate to 17.3-cents, which would generate \$1.125 billion over FY 2016-17 anticipated revenues
 - Directed to the HUTA
 - Allocated via the 44/44/12 split
- Return \$125 million in price-based revenues related to the sale of fuel for non-highway purposes (Off-Highway Vehicles)
 - Directed to the HUTA
 - Allocated via the 44/44/12 split
- Return \$60 million in miscellaneous transportation revenues
 - Directed to the RMRA
 - Allocated via the 50 state/50 local split after off-the top set-aside

TOTAL RESTORED/RETURNED REVENUE GENERATED FOR ALL INVESTMENT CATEGORIES: \$1.81 BILLION

One-Time Revenues

Maintenance & Rehabilitation Investments

- \$703 million in transportation loans
 - Split 50/50 between the state/locals

TOTAL ONE-TIME REVENUES GENERATED FOR ALL INVESTMENT CATEGORIES: \$703 MILLION

TOTAL NEW REVENUE GENERATED FOR ALL INVESTMENT CATEGORIES:	\$4.28 BILLION
TOTAL RESTORED/RETURNED REVENUE GENERATED FOR ALL INVESTMENT CATEGORIES:	\$1.81 BILLION
GRAND TOTAL ON-GOING REVENUE FOR ALL INVESTMENT CATEGORIES:	\$6.09 BILLION

EXPENDITURES BY ACCOUNT FOR ROAD PURPOSES

Road Maintenance and Rehabilitation Account (RMRA)

- Receives \$3.18 billion from new and returned/restored revenue annually:
 - \$3.12 billion from new revenues (gas tax, VRF, ZVRF)
 - \$60 million from returned revenues (miscellaneous revenues)
- Take-downs before formula allocation:
 - \$200 million annually for the State Local Partnership Program (SLPP)
 - \$80 million annually for the Active Transportation Program (ATP)
 - \$30 million annually for 4-years to establish the Advanced Mitigation Program (not reflected in calculations throughout analysis as this take-down will cease in year five/full implementation)
 - \$2-5 million annually for the CSU/UC transportation centers (SB 1 would allocated \$2 million for the UC system only whereas AB 1 would allocated \$2 million for the UC system and \$3 million for the CSU system)
- Remainder for formula allocation:
 - \$2.9 billion
 - Remainder split 50 state/50 local
 - \$1.45 for the SHOPP
 - \$1.45 billion for LSR

TOTAL GENERATED FOR RMRA:

\$3.18 BILLION

Highway User Tax Account (HUTA)

- Receives \$1.75 billion from returned/restores revenues annually:
 - \$1.125 billion from resetting the price-based excise tax rate
 - \$500 million in truck weight fees
 - \$125 million from OHV related price-based excise tax revenue
- Formula allocations:
 - 44% STIP/44% LSR/12% SHOPP
 - \$770 million for the STIP
 - \$770 million for LSR
 - \$21 million for the SHOPP

TOTAL GENERATED FOR HUTA:

\$1.75 BILLION

TOTAL GENERATED FOR RMRA:

\$3.18 BILLION

TOTAL GENERATED FOR HUTA:

\$1.75 BILLION

GRAND TOTAL ON-GOING REVENUE FOR ROAD PURPOSES CATEGORIES:

\$4.93 BILLION

EXPENDITURES BY SYSTEM FOR ROAD PURPOSES

Local Streets and Roads

- \$2.22 billion annually
 - \$1.45 billion annually from new/returned revenue from the RMRA
 - \$770 million annually from restores/returned revenue from the HUTA
- Potential LSR benefits from \$200 million SLPP and \$80 million ATP
- One time revenue of \$352 million from transportation loan repayment

State Highways Operations and Protection Program

- \$1.47 billion annually
 - \$1.45 billion annually from new/returned revenue from the RMRA
 - \$21 million annually from restores/returned revenue from the HUTA
- Potential State Highways benefits from \$200 million SLPP and \$80 million ATP
- One time revenue of \$352 million from transportation loan repayment

State Transportation Improvement Program

- \$770 million annually
- Potential State Highways benefits from \$200 million SLPP and \$80 million ATP

Local Streets & Roads Funding

AB1 (Frazier) and SB1 (Beall) – 12Dec2016 versions

Annual at full Phase-in

One-time Loan Repay

Estimated 15 December 2016

\$2.2 Billion*

\$352 Million

	Annual at full Phase-in	One-time Loan Repay
MADERA COUNTY	9,865,041	1,564,187
CHOWCHILLA	643,981	102,109
MADERA	2,200,304	348,877
MARIN COUNTY	7,817,857	1,239,588
BELVEDERE	72,964	11,569
CORTE MADERA	326,497	51,769
FAIRFAX	262,615	41,640
LARKSPUR	424,746	67,347
MILL VALLEY	496,712	78,758
NOVATO	1,843,018	292,226
ROSS	85,761	13,598
SAN ANSELMO	435,857	69,109
SAN RAFAEL	2,037,004	322,984
SAUSALITO	251,125	39,818
TIBURON	316,487	50,182
MARIPOSA COUNTY	3,087,484	489,547
MENDOCINO COUNTY	7,211,969	1,143,519
FORT BRAGG	252,604	40,053
POINT ARENA	15,480	2,455
UKIAH	552,991	87,682
WILLITS	168,632	26,738
MERCED COUNTY	13,041,370	2,067,821
ATWATER	998,412	158,307
DOS PALOS	172,795	27,398
GUSTINE	193,263	30,644
LIVINGSTON	472,494	74,918
LOS BANOS	1,277,814	202,608
MERCED	2,811,295	445,755
MODOC COUNTY	4,521,308	716,892
ALTURAS	97,251	15,420
MONO COUNTY	3,348,365	530,912
MAMMOTH LAKES	289,310	45,873
MONTEREY COUNTY	14,225,669	2,255,602
CARMEL-BY-THE-SEA	128,899	20,438
DEL REY OAKS	57,105	9,055
GONZALES	287,487	45,583
GREENFIELD	580,340	92,018
KING CITY	461,554	73,183
MARINA	775,805	123,010
MONTEREY	968,827	153,616
PACIFIC GROVE	529,358	83,934
SALINAS	5,322,478	843,924
SAND CITY	12,453	1,975
SEASIDE	1,158,341	183,665
SOLEDAD	885,405	140,389
NAPA COUNTY	5,506,018	873,026
AMERICAN CANYON	693,140	109,903
CALISTOGA	180,982	28,696
NAPA	2,716,659	430,749
SAINT HELENA	208,640	33,082
YOUNTVILLE	103,787	16,456



MENDOCINO COUNCIL OF GOVERNMENTS STAFF REPORT

TITLE: Public Hearing – Amendment to the Coordinated
Public Transit - Human Services Transportation Plan

DATE PREPARED: 01/26/17
MEETING DATE: 02/06/17

SUBMITTED BY: Nephela Barrett, Program Manager

BACKGROUND: In March 2015, MCOG adopted the current Coordinated Public Transit-Human Services Transportation Plan. The Coordinated Plan is a requirement of the Federal Transportation Bill in order to qualify for certain Federal Transit Administration funding sources. The purpose of the plan is to address the transportation needs of elderly, disabled, and low income individuals. It must assess available services, identify needs, strategies to meet needs and opportunities for coordination, and prioritize implementation of strategies.

A call for projects has recently been announced for the Federal Transit Administration (FTA) Section 5310 Program, which provides funding for transportation for the elderly and disabled. Applications are due March 1. There are at least three agencies in Mendocino County that are planning to apply. Their projects must be included in the Coordinated Plan in order to be eligible for the grant funding.

The Coastal Seniors senior center and Consolidated Tribal Health both plan to apply for grants for vehicles and operating for their demand-response assisted transportation services. Expansion of demand response service is identified as a priority strategy in the current Coordinated Plan. However, the plan only mentions the demand response services of the senior centers and does not include other non-profits such as Consolidated Tribal Health. In addition this strategy identifies Willits, Ukiah, and Fort Bragg as priorities for expansion, which does not encompass the service area of the Coastal Seniors, located in Point Arena.

Mendocino Transit Authority is planning to apply for a grant for mobility management. This will provide operational funding for development of “one-stop” travel information and planning, travel training, and coordination of services from multiple providers. MTA’s grant request will also include funding for a computerized dispatching system that can be used to coordinate not only MTA’s service, but the services of the non-profits as well. Mobility management was a priority strategy in the 2008 plan, but was not carried forward at the time of development of the most recent plan. The needs that it would address, however, have been frequent topics of discussion at the Social Services Transportation Advisory Council meetings.

An amendment to the Coordinated Plan has been prepared that clearly identifies these proposed activities in the priority strategies. An excerpt from the plan has been attached showing the changes. The “Establish a Mobility Management Program” section on page 58 is a new addition. Changes to the “Expand Demand Response” strategy on page 56 have been shown in underline and strikethrough. Although this amendment has not been specifically discussed by the SSTAC, the issues have been discussed and there is a recognized need for these projects. In addition, the priorities are consistent with the prioritization methodology described on page 51 of the attachment.

Because the applications are due March 1, the amendment must be approved at this meeting in order to certify that the projects are included in the plan. The applications that are received will be on the agenda in March for approval of scores, although the final scoring and project selection is done by Caltrans. A draft resolution adopting the amendment has been prepared and is attached.

ACTION REQUIRED:

1. Receive staff report.
2. Open public hearing. (*Note: This public hearing does not require a legal notice.*)
3. Receive public comments.
4. Close public hearing.
5. Action by Resolution to adopt an amendment to the Mendocino County Coordinated Public Transit – Human Services Transportation Plan.

ALTERNATIVES:

1. Adopt the amendment with modifications (if modifications are identified by the Board).
2. Do not adopt the amendment (not recommended).

RECOMMENDATION: By resolution, adopt the amendment to the Mendocino County Coordinated Public Transit – Human Services Transportation Plan to include establishment of a Mobility Management program as a priority strategy and include other non-profits in the strategy to expand demand response service.

7. IDENTIFICATION OF STRATEGIES AND EVALUATION

EVALUATION CRITERIA

A number of factors were utilized to develop and identify strategies that would address unmet transit needs in the community. Three main themes and a series of questions related to those themes were taken into consideration when developing this list of strategies. These criteria were used to process, analyze, and interpret data collected from surveys, public outreach meetings, conversations with stakeholders, and other sources.

Does the strategy:

1) Unmet needs: Does the strategy address transportation gaps or barriers?

- provide service in a geographic area with limited transportation options?
- serve a geographic area where the greatest number of people need a service?
- improve the mobility of clientele subject to state and federal funding sources (i.e. seniors, and individuals with disabilities)?
- provide a level of service not currently provided with existing resources?
- preserve and protect existing services?

2) Feasibility: Can this strategy be feasibly implemented given the timeframe and available resources?

- is the strategy eligible for MAP-21 or other grant funding?
- does the strategy result in efficient use of available resources?
- does the strategy have a potential project sponsor with the operational capacity to carry out the strategy?
- does the strategy have the potential to be sustained beyond the grant period?

3) Coordination: How does this strategy build upon existing services?

- avoid duplication and promote coordination of services and programs?
- allow for and encourage participation of local human service and transportation stakeholders?

IDENTIFICATION OF STRATEGIES

The constrained unmet needs were organized into three broad categories:

- Expanded Service
- Alternative Transportation
- Increased Funding

The identification of new high priority strategies was conducted in conjunction with the Mendocino Transit Authority and the Mendocino Council of Governments both keeping these broad categories in mind, and recognizing realistic constraints such as funding restrictions, time and the availability of other resources. For this reason not all constrained unmet needs were included in the high priority strategies moving forward, but all constrained unmet needs should be considered in future transportation planning. Table 6 contains the constrained unmet needs that were considered in the identification of new high priority strategies.

TABLE 6-CONSTRAINED UNMET NEEDS

Transit Need	Area	Notes
Bus Service from Ukiah to the Coast and Back on the Same Day	Expanded Service	Service currently only leaves the coast to Ukiah and returns
Additional/Later CC Rider Trips from Santa Rosa	Expanded Service	To facilitate increased transit options to the greater Bay Area
Saturday Bus Service Between Willits and Ukiah	Expanded Service	Willits and Ukiah are two of the most important destinations in the County
Reinstate Saturday Service on Route 60 with Connections to Route 75	Expanded Service	This is a service that used to exist, but was discontinued
Mobility Management Solution for Covelo and Laytonville	Alternative Transportation	Includes the possibility of a volunteer driver program
Brooktrails to Willits/Ukiah Ride Share	Alternative Transportation	Ride share programs can supplement MTA intercity services
Service to Brookside Elementary School in Willits	Expanded Service	Service is important for getting children to school
Service to the Redwood Valley Loop	Expanded Service	Service is needed to Willits and Ukiah
Mental Health Mobile Services Van for Healthcare Workers to Service Outlying Areas	Alternative Transportation	The drivers are currently available, but there is a need for capital for them to use
Ukiah Assisted Transportation for Seniors on Wednesdays	Expanded Service	This is the day the senior center demand response does not run
Ukiah Assisted Transportation for Seniors on Sundays, Specifically to Church	Expanded Service	Weekend service can get people to church, stores and other appointments
Ukiah Assisted Transportation to Willits, Hopland and Potter Valley	Expanded Service	These are areas with high populations of seniors
Shuttle Service Between Point Arena, Along the Ridge to Gualala and Sea Ranch Apartments	Expanded Service	Sea Ranch Apartments also has a large population of seniors

Transit Need	Area	Notes
Additional Service Between Fort Bragg and Ukiah	Expanded Service	Fort Bragg and Ukiah are the County's two largest cities and need additional transportation
Bus Service to Potter Valley	Expanded Service	Potter Valley is very isolated and needs transportation
Bus Service in Ukiah on Sundays	Expanded Service	Local circulator service will increase the mobility of residents on Sundays
Restore Bus Service Between Laytonville and Ukiah	Expanded Service	This is a service that used to exist, but was discontinued
Service Between Fort Bragg and Point Arena and Back in One Day	Expanded Service	The only way to reach Point Arena is to transfer, a direct route will facilitate travel to these cities
Neighborhood Access to Affordable Food/Fresh Produce	Expanded Service	This is especially needed in lower income areas
Bicycle Share System Linked to Transit Stops	Alternative Transportation	This will help potential passengers reach bus stops
Bike Racks at Bus Stops	Alternative Transportation	This will help potential passengers reach bus stops
Sidewalks and Safer Pedestrian Routes for Child Strollers, South State Street, Ukiah	Alternative Transportation	This will help potential passengers reach bus stops
Funds for a New Administration Building	Increased Funding	This new administration building will complement the recently completed transit center
Increased Funding for Operations	Increased Funding	Increased funding leads to increased services
Non-Emergency Medical Transportation	Expanded Service	This is needed for transportation to medical services outside of the County
Better Timing with Services in Santa Rosa and Golden Gate Transit	Expanded Service	This will facilitate transfers to Golden Gate Transit
Expand MTA Demand Response	Expanded Service	Demand response is more convenient and should be expanded
Trips Between Campuses in Willits, Ukiah and Fort Bragg	Expanded Service	MTA is currently working on this issue

HIGH PRIORITY STRATEGIES AND PROJECTS

Wherever possible, and in consultation with MTA, MCOG and stakeholders, the priority strategies identified in the 2008 Plan were retained and included in this Coordinated Plan update. One previous high priority strategy was retained in this manner. To that strategy five more were identified for a total of six high priority strategies moving forward. These strategies are listed below in Table 7:

TABLE 7-2014 HIGH PRIORITY STRATEGIES

Strategy 1	Maintain the Current Level of Transportation Services
Strategy 2	Expand Demand Response (Retained from the 2008 Coordinated Plan)
Strategy 3	Establish a Non-Emergency Medical Transportation Service
Strategy 4	Expansion of Intercity Services, Especially Between Fort Bragg and Ukiah
Strategy 5	Expand Weekend Service
Strategy 6	Multi-Organizational Approach to Solutions

8. IMPLEMENTATION PLAN FOR HIGH PRIORITY STRATEGIES

This section provides, in much more detail, information on the six high priority strategies mentioned in the previous section. It is important to note that information presented in this section is conceptual. Any actual implementation of these strategies will require significant discussion and planning before real progress can be made.

Strategy 1 – Maintain the Current Level of Transportation Services

While the residents of Mendocino County certainly have unmet transportation needs that are currently not being met, there was a level of satisfaction with the service that is currently being provided. Over 20% of survey respondents had no improvement suggestions and many expressed happiness with the current services provided by MTA, the senior centers and other similar agencies.

In this time of decreasing budgets and increasing competition for federal and local grant funding, it is important to first and foremost protect the current level of service from decreased funding. Conversations with Mendocino County staff have shown transportation funding is very volatile with a decreasing trend. While these budget issues are not currently affecting operations, it would not be difficult for operational funds to also be put in danger. Before attempting to increase or expand service to other areas, MTA should be sure that funding exists, for the forecasted future, to maintain the current level of services provided.

Additionally, efforts should be made to increase ridership given current services and routes provided. Increasing ridership while maintaining the current level of service will increase the farebox recovery rate. Increasing this rate will add an extra layer of security to operational funds as less of the money will have to come from grant funding. Future grants obtained for feasibility studies should include an assessment of the existing services and be used to guide future system improvements.

Maintaining the current level of services also includes vehicle replacement. Buses, vans and other capital equipment have finite useful lives and must be replaced when that useful life is over. It is important to seek funding to replace capital equipment.

Strategy 2 – Expand Demand Response

This is the strategy that was retained from the 2008 Coordinated Plan. There are seven demand response services in Mendocino County. Five are operated by senior centers and are slated solely for the use of senior citizens and the disabled. The other two demand response services are run by MTA and are available in Fort Bragg and Ukiah. Only 23% of survey respondents stated they used demand response services. This is unsurprising as the service is only available in limited areas.

However, those interviewed who have used demand response stated they were pleased with the service and would like to see it expanded.

There are multiple benefits to adding additional demand response service. The first is that it would complement the existing services supplied by the senior centers. Currently the senior centers only operate Mondays, Tuesdays, Thursdays and Fridays. Adding additional MTA demand response could fill the hole left by the senior centers on Wednesdays. In addition to supplementing the senior center demand response, adding additional demand response service could increase the mobility of all residents of Mendocino County. If funding can be obtained, the service should be expanded in two ways. First, demand response should be added to Willits. Willits is the third largest city in Mendocino County and has a population of 4,828 as of the 2013 American Community Survey. Second, demand response in Fort Bragg and Ukiah should be extended to encompass larger areas. This will have the added benefit of covering areas that have requested fixed route service. There is also a need identified to serve residents in outlying areas of the County where MTA or senior center service does not currently reach, such as the south coast.

While a large part of this strategy is to expand MTA provided demand response for the general public, expanding or implementing new demand response services provided by the senior centers or other non-profit agencies ~~provided demand response~~ is also important. Whenever possible funds should be identified and pursued to obtain additional funding for these demand response services as well.

Strategy 3 – Establish a Non-Emergency Medical Transportation Service

It is possible for local providers (including public agencies and non-profit organizations) to become providers of non-emergency medical transportation (NEMT) under existing Medi-Cal guidelines. Medi-Cal is California's Medicaid health insurance program. It pays for a variety of medical services for children and adults with limited income and resources. People receiving Medi-Cal covered services may be provided NEMT at Medi-Cal's expense under certain very limited circumstances. Medi-Cal will pay for NEMT only when it is provided by a carrier licensed by Medi-Cal, and only when the individual's medical condition requires transport by a wheelchair van, litter van, or ambulance. Although the rules limit NEMT to people who need a wheelchair van, litter van or ambulance. This can include people who simply need a high level of care, for example very frail dialysis patients, even though they do not need to use a lift or ramp.

According to the California Department of Health Care Services the types of organizations that qualify to become Medi-Cal transportation providers include: 1) Clinics licensed by the Department of Health Care Services as defined in the California Health and Safety Code, 2) Health Facilities licensed by the Department of Health Care Services, 3) Adult day health care providers, 4) Home health agencies, 5) Hospices.

In Mendocino County the number of organizations that could qualify to become a Medi-Cal NEMT provider is limited, although there are some that could qualify and the number increases if you

include surrounding counties. Some notable organizations that might qualify are: Mendocino Community Health Clinics, Mendocino Coast Clinics, the Mendocino Coast District Hospital and Hospice of Ukiah. There is also the possibility that additional qualifying entities will move to Mendocino County in the future.

Information and instructions on how to become a NEMT provider are available on the Medi-Cal website here: http://files.medi-cal.ca.gov/pubsdoco/prov_enroll.asp.

Medi-Cal providers can offer rides to non-Medi-Cal eligible riders as long as the fare charged equals at least what is reimbursed by Medi-Cal for its eligible riders.

Strategy 4 – Expansion of Intercity Service, Especially Between Ukiah and Fort Bragg

Expansion of the fixed route, intercity service is important for Mendocino County. The size of the county and the distance between communities makes this even more important. Of those that indicated on the online survey that they do not take public transit, 33% listed lack of transportation in their area as the reason why and 51% said they would start using public transit if routes were expanded. In an open ended question 28% of people listed no service to their area as a gap in service, while 44% listed infrequent service as a gap in service. Expanded service area was seen as important by 87% of those surveyed and 78% listed more frequent service as important.

Currently, the only public transportation between Ukiah and Fort Bragg is the CC Rider. This route runs only once a day beginning in Fort Bragg and passing through Ukiah on its way to Santa Rosa before returning on the same path. This route also passes through Willits. As the three largest cities in the County, Fort Bragg, Willits and Ukiah need to be connected by more than just one route per day. There should be a dedicated route that travels between Fort Bragg and Ukiah, passing through Willits multiple times each day.

There are, of course, other areas that need intercity service as well. Besides Fort Bragg, Willits and Ukiah, the three areas with the most requested service are: Covelo, the Town of Mendocino and Laytonville.

Strategy 5 – Expand Weekend Services

Currently the only routes that operate seven days a week are the CC Rider and Route 95 on the coast. The Ukiah Local route, and Route 75 operate Monday through Saturday. The Ukiah Jitney, Willits Local, Willits/Ukiah, BraggAbout and the Coaster run Monday through Friday. This severely limits the opportunities of residents on the weekends to visit with family, shop, work and reach other destinations.

Weekend service was listed as important by 73% of survey respondents. This sentiment was also shared by those who attended the public meetings.

Weekend service should not just apply to routes that are currently being operated. If new routes are initiated, either because new funding sources have been identified or because existing routes have

been changed, these new routes should also have weekend service. Adding weekend service will drastically increase the mobility of Mendocino County residents.

Strategy 6: Multi-organizational approach to solutions

This strategy calls for establishing more communication/connections between various stakeholders (community development, health and human services, other government agencies, the various Native American tribes, non-profits, TANF, private businesses, and other groups) to come up with solutions to transportation and other related issues, share information and resources, apply for funding, deal with coordination issues, and other related activities. This can be done by the creation of an email listserv, holding a meeting once or twice a year, or inviting each other to existing meetings to help others stay in the loop and establish coordination opportunities. Members of the public and various stakeholders may not be able to commit to joining a committee such as SSTAC but participation in an occasional meeting would be more realistic.

This strategy requires a leader to coordinate meetings, manage contact lists, and communicate with various stakeholders. The individual or agency in charge of this endeavor will have to actively engage in outreach to make the initiative meaningful.

Strategy 7: Establish a Mobility Management Program

Recognizing the fact that coordinating transportation services, and creating more efficiency within the transportation system requires a tremendous amount of work, this strategy calls on the formation of a mobility management program. The purpose of this program would be to have a dedicated staff whose sole job it would be to promote and collaborate coordination within the Mendocino County transportation system.

- Development and implementation of “One-Stop” travel information and trip planning systems that focus on the trip needs of individual customers.
- Travel training for individuals, case workers, employers, and potential users of all available community transportation services.
- Coordination of public transportation, human services transportation, and privately provided transportation services.
- Working with employers to develop and implement demand-management strategies, employer pass programs, and transportation management organizations (TMAs).
- Promotion of ITS and other technology applications to improve system management and collaboration efforts with community partners.

SUMMARY AND NEXT STEPS

The final Coordinated Public Transit-Human Services Transportation Plan will be submitted to Caltrans. This draft is available for adoption by the Mendocino Council of Governments at its discretion.

Grant applications for FTA Section 5310 funds are offered yearly. Caltrans must certify that projects funded through the 5310 program are included in the Coordinated Plan.

Updates to the Coordinated Plans are required every four or five years, (four years in air quality nonattainment and maintenance areas and five years in air quality attainment areas).

MENDOCINO COUNCIL OF GOVERNMENTS

BOARD of DIRECTORS

RESOLUTION No. M2017-

AMENDING THE MENDOCINO COUNTY COORDINATED PUBLIC TRANSIT – HUMAN SERVICES TRANSPORTATION PLAN

WHEREAS,

- The Mendocino Council of Governments (MCOG) is the designated Regional Transportation Planning Agency for Mendocino County; and
- The federal transportation bill requires that in order to be eligible for Federal Transit Administration Section 5310 grant funding, each region must have a Coordinated Public Transit-Human Services Transportation Plan that inventories existing services, identifies gaps in service and opportunities for coordination, prioritizes strategies to address transportation needs of elderly, disabled, and low income individuals; and
- In order to be eligible for the grant funding through the Federal Transit Administration Section 5310 grant funding, projects must be identified in the Coordinated Public Transit-Human Services Transportation Plan; and
- The Mendocino County Coordinated Public Transit – Human Services transportation Plan is a resource document that will be considered along with Social Services Transportation Advisory Council (SSTAC), Mendocino Transit Authority, and general public input in evaluating transit delivery strategies, and
- The current Coordinated Public Transit-Human Services Transportation Plan was adopted March 2, 2015; and
- Since the time of plan adoption, additional needs and strategies for implementation have become apparent through stakeholder input and meetings of the Social Services Transportation Advisory Committee that were not included in the plan, and
- The additional strategies that have been identified are to establish a mobility management program and to include all areas of the county and other non-profits, in addition to senior centers, in the strategy for expansion of demand response service; and
- The additional strategies are consistent with the Evaluation Criteria used for selecting strategies contained within the Coordinated Plan; therefore be it

RESOLVED, THAT:

MCOG hereby adopts an amendment to the Mendocino County Coordinated Public Transit – Human Services Transportation Plan to include establishment of a Mobility Management program as a priority strategy and include other non-profits and areas of the county in the strategy to expand demand response service and directs staff to forward the plan and this resolution to the appropriate agencies.

ADOPTION OF THIS RESOLUTION was moved by Director _____, seconded by Director _____, and approved on this 6th day of February 2017, 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

Chair



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 9
Regular Calendar
MCOG Meeting
2/6/2017

STAFF REPORT

TITLE: Request for Funding: Electric Vehicle
Charging Station – Point Arena

DATE PREPARED: 01/27/17
MEETING DATE: 02/06/17

SUBMITTED BY: Phillip J. Dow, Executive Director

BACKGROUND:

Point Arena City Manager Richard Shoemaker contacted me several weeks ago about the opportunity to install an electric vehicle (EV) charging station in Point Arena. This came about because a planned location at Manchester State Park was determined to be unsuitable. A location within Point Arena will allow better visibility, accessibility and security. As outlined in Mr. Shoemaker's letter (attached) the grant-funded installation is now being relocated to Point Arena. The difference is that the type of station budgeted for the State Park property was a less expensive type that did not include fee recovery and hardware. The City of Point Arena needs a system that is not publicly subsidized as are the stations in the grant to be installed in Willits and Fort Bragg.

Point Arena does not have the funding available to provide somewhere between \$11,500 and \$17,500 additional funding (above what is specified in the grant) to provide a fee recovery system. The City Manager's request of MCOG was for funding to cover the shortfall between the amount available in the grant and that needed for a fee recovery system.

I informed City Manager Shoemaker that this type of project meets the intent of the Partnership Funding Program. Previously, we have funded a share of the Simpson Lane Roundabout on Highway 1, the Laytonville Pedestrian Bridge Project over Branscomb Creek, and over-match funding for the S.R. 162 Multi-modal Trail Project (ATP grant) in Covelo. The intent of the Partnership Funding Program is to provide that missing piece of funding necessary to implement a project of regional importance with our agency partners.

The funding request from Point Arena is consistent with the intent of the program and is a very modest request. The Executive Director has discretion over the funding available in the Partnership Funding Program, but I have always taken these requests for funding to the Technical Advisory Committee (TAC) for a recommendation to the MCOG Board. The TAC meets on January 31 this month; therefore their recommendation will be provided verbally.

ACTION REQUIRED: Commit funding from the Partnership Funding Program to complete a fee recovery electric vehicle charging station in Point Arena in an amount not to exceed \$17,500.

ALTERNATIVES: The Board could choose not to support this request from Point Arena.

RECOMMENDATION: Commit up to \$17,500 from the Partnership Funding Program to supplement existing grant funding for construction of a fee recovery type electric vehicle charging station in Point Arena.

RECEIVED JAN 12 2017

CITY OF POINT ARENA

451 School Street
P.O. Box 67
Point Arena CA 95468
(707) 882-2122
Cityofpointarena.net



Mayor Scott Ignacio
Vice-Mayor Barbara Burkey
Councilmember Richey Wasserman
Councilmember Anna Dobbins
Councilmember Jonathan Torrez
Richard Shoemaker, City Manager
Terry Gross, City Attorney

1/5/17

Phil Dow
Executive Director
Mendocino Council of Governments
367 N State St # 206
Ukiah, CA 95482

Re: Request for Regional Transportation Funds for the completion of a public use Electric Vehicle Charging Station in Point Arena.

Dear Executive Director Dow,

In 2013, the Mendocino County Air Quality Management District and Mendocino Council of Governments published the "Mendocino County Zero Emission Vehicle Regional Readiness Plan". The plan listed Point Arena's downtown public parking lot in the top ten priority spots for installation of a publicly available electric vehicle (EV) charging station.

In 2016, the Mendocino Land Trust (MLT) secured a grant to install EV charging stations along the Mendocino Coast and inland. Early in 2016, MLT committed funding to cover the costs of installations of charging stations in the City of Willits as well as two stations in the City of Fort Bragg. These installations are fee based charging stations (credit card payments) rather than the less expensive stations that make very difficult for the municipalities to recover charging costs. The MLT grants will fully fund the Willits and Fort Bragg fee based stations.

In December of 2016, Point Arena contacted MLT about the EV charging station grant program and the possibility of MLT funding a station in Point Arena. At that time, the MLT had committed the last of its funding to a charging station at Manchester State Beach parking lot. The Manchester site had installation challenges and it would be some distance off the highway, making it much less convenient than the Point Arena site. Additionally, the use of Manchester State Beach is very seasonal and nearly nonexistent during the rainy season.

Point Arena's charging station will be available 24 hours a day 365 days of the year and located in sight of Highway One. Due to the Point Arena site's convenient accessibility and likelihood of higher use by the traveling public, MLT staff worked out the details to allow moving the charging station to the Point Arena downtown parking lot location. MLT has now offered Point Arena the funding that was available for the Manchester site.

This is good news but the Manchester charging station grant was for a charger that did not include fee recovery hardware and software (credit card use). The result being that MLT grant funds may cover less than half of the anticipated cost to complete a fee based project in Point Arena. MLT has committed funding of \$12,000 for purchase and installation and \$500 for signage.

Point Arena's charging station will be a fee based model like those being fully funded in Fort Bragg and Willits. The charging stations are bundled with a 5-year warranty, cell coverage and maintenance. It is important to the municipalities that fee based stations be installed that can recover the cost of the energy used during private vehicle charging.

Using Mendocino Land Trust's previous installation experience and the Fort Bragg and Willits installation costs an estimated budget has been developed for the Point Arena.

\$ 13,000	Fee based type charging station including taxes & shipping
\$ 500	Signage
\$ 10,000	Basic installation (electrical, minor trenching, some asphalt repair)
\$ 0-5,000	PG&E upgrade if required.
<u>\$ 0-2,500</u>	Extra trenching, grading and paving if required
\$ 23,500 - 30,500	Total Estimated Cost
<u>\$ (12,500)</u>	Less Mendocino Land Trust Grant
\$ 11,500 - 17,500	Balance Requested from MCOG

Point Arena is requesting regional transportation funds from MCOG in an amount not to exceed \$17,500. This is amount is for anticipated costs the over the Mendocino Land Trust Grant of \$12,500. The additional funding will make this project feasible and assure the completion of a much needed project.

The Point Arena charging station will be available to all types of electric vehicles 24 hours a day, 7 days a week in an easily accessed and safe public location. This project is of regional significance and will complete the continuous coverage of the Mendocino Coast for electric vehicle accessibility as described in the "EV Readiness Plan".

Sincerely,



Richard Shoemaker
City Manager, Point Arena



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

TITLE: Approval of Subcontract with Redwood Coast Energy Authority to Participate in the North Coast and Upstate Fuel Cell Vehicle Readiness Project

SUBMITTED BY: Janet Orth, Deputy Director/CFO

DATE: 1/25/2017

BACKGROUND:

In 2014 MCOG began participating with the Redwood Coast Energy Authority (RCEA), a regional joint powers authority in Humboldt County, on the Northwest California Alternative Transportation Fuels Readiness Project, funded by a grant from the California Energy Commission (CEC). The resulting plan was completed in August 2016.

Partners included the Redwood Coast Energy Authority, the Schatz Energy Research Center at Humboldt State University, the North Coast Unified Air Quality Management District, and the Siskiyou County Economic Development Council. The project was consistent with MCOG's inter-regional coordination policies, our Regional Transportation Plan, and the regions' efforts to prepare Zero Emission Vehicle Regional Readiness Plans.

In 2015, RCEA began work on another CEC grant scope, at \$187,000, for their North Coast and Upstate Fuel Cell Vehicle Readiness Project. At least six counties are represented in this effort, including Humboldt, Siskiyou, Tehama, Glenn, Lake and Mendocino. The Mendocino County Air Quality Management District was written into the proposal, but has since indicated it will not be able to fulfill the requested local support duties.

Therefore RCEA approached MCOG and requested our participation. They are requesting a minor scope of up to \$2,000 worth of reimbursable work (20-30 hours), from this fiscal year through November 7, 2018, for support as described in the attached Memorandum of Understanding (MOU).

I anticipate that, as before, MCOG administrative staff would join conference calls, review and comment on draft products, and otherwise represent the Mendocino County region's interests. The same key personnel who worked on the previous alternative fuel project would be available. The planning staff has indicated that it would not be advisable to add this project to the planning work program, due to the limited scope and funding; also they do not have equivalent expertise.

I have attached two excerpts of RCEA's contract with the State, from the 54-page "Exhibit A" of the proposed MOU. I will have that agreement on hand at the meeting and invite your questions.

ACTION REQUIRED:

- Authorize the Executive Director to sign the agreement with Redwood Coast Energy Authority
 - Direct staff to include the funding in MCOG's Administration budget.
-

ALTERNATIVES:

- Cooperate informally without taking on work tasks or accepting funds – *not recommended*
- Decline to participate in the North Coast and Upstate Fuel Cell Vehicle Readiness Project. – *not recommended*

RECOMMENDATION:

- 1) Authorize the Executive Director to sign the agreement as a subcontractor to Redwood Coast Energy Authority (RCEA) for participation in the North Coast and Upstate Fuel Cell Vehicle Readiness Project funded by the California Energy Commission, to perform a minor scope of work as approved in the grant award.
- 2) Direct staff to include \$2,000 of the grant funding in MCOG's Administration budget.

Enclosures:

Proposed MOU (1 page)

Excerpts of State Grant Agreement – Background and Subcontracts (2 pages)

North Coast and Upstate Fuel Cell Vehicle Readiness Project Memorandum of Understanding

Between Redwood Coast Energy Authority (RCEA) and Mendocino Council of Governments (Agency) for the period July 1, 2016 through November 7, 2018.

This Memorandum of Understanding (MOU) defines roles and responsibilities of RCEA and Agency for fuel cell vehicle and hydrogen fueling infrastructure readiness planning and development activities within Mendocino County and the greater North Coast and Upstate regions. This MOU between RCEA and Agency confirms intentions to work together toward the mutual goal of supporting statewide goals for the adoption of fuel cell vehicles by the traveling public throughout the region. To this end, RCEA and Agency agree to the following:

Agency will:

1. Assist with the development of a regional plan for hydrogen fueling infrastructure.
2. Represent the specific needs and characteristics of their community.
3. Engage with a broad project team to identify and promote consistent program goals, designs, and plans across the North Coast and Upstate regions.
4. Assist with stakeholder engagement outreach and engagement activities developed by the broad project team.
5. Provide two week notice to RCEA of changes in staff and/or ability to proceed.
6. Submit final program-end activity and budget reports along with supporting documentation to RCEA by October 1, 2018.
7. Agency shall be bound by the terms and conditions in that certain agreement between RCEA and the California Energy Commission (CEC), Grant Award Number: ARV-14-055. A copy of said contract is attached hereto and incorporated herein as Exhibit "A" consisting of 54 pages in total. Agency will maintain fiscal records and documentation to support CEC invoicing and reporting requirements.

RCEA will:

1. Authorize payment to Agency up to \$2,000 to support Agency's planning assistance.
2. At the discretion of Agency, reimburse Agency with a single payment at completion of work, or with quarterly invoicing when outstanding Agency costs reach a minimum of \$500.
3. Coordinate all team meetings and project communication.
4. Assist with stakeholder selection and messaging.
5. Provide outreach materials and project notes, summaries and draft reports as needed.
6. Process Agency's reports and budget documents.

The undersigned agree to the conditions of this Memorandum of Understanding:

RCEA:

Matthew Marshall, Executive Director
Redwood Coast Energy Authority

Date: _____

Agency:

Phillip J. Dow, Executive Director
Mendocino Council of Governments

Date: _____

Background

Assembly Bill 118 (Núñez, Chapter 750, Statutes of 2007), created the Alternative and Renewable Fuel and Vehicle Technology (ARFVT) Program. The statute, subsequently amended by AB 109 (Núñez Chapter 313, Statutes of 2008), authorizes the Energy Commission to develop and deploy alternative and renewable fuels and advanced transportation technologies to help attain the state's climate change policies. The Energy Commission has an annual program budget of approximately \$100 million and provides financial support for projects that:

- Develop and improve alternative and renewable low-carbon fuels;
- Optimize alternative and renewable fuels for existing and developing engine technologies;
- Produce alternative and renewable low-carbon fuels in California;
- Decrease, on a full fuel cycle basis, the overall impact and carbon footprint of alternative and renewable fuels and increase sustainability;
- Expand fuel infrastructure, fueling stations, and equipment;
- Improve light-, medium-, and heavy-duty vehicle technologies;
- Retrofit medium- and heavy-duty on-road and non-road vehicle fleets;
- Expand infrastructure connected with existing fleets, public transit, and transportation corridors; and
- Establish workforce training programs, conduct public education and promotion, and create technology centers.

The California Energy Commission (Energy Commission) issued solicitation PON-14-607 to fund Zero Emission Vehicle (ZEV) Readiness activities. To be eligible for funding under PON-14-607, the projects must also be consistent with the Energy Commission's ARFVT Investment Plan updated annually. In response to PON-14-607, the Redwood Coast Energy Authority (Recipient) submitted application number 11, which was proposed for funding in the Energy Commission's Notice of Proposed Awards on March 17, 2015, and is incorporated by reference to this Agreement in its entirety.

In the event of any conflict or inconsistency between the terms of the Solicitation and the terms of the Recipient's Application, the Solicitation shall control. In the event of any conflict or inconsistency between the Recipient's Application and the terms of the Energy Commission's Award, the Energy Commission's Award shall control. Similarly, in the event of any conflict or inconsistency between the terms of this Agreement and the Recipient's Application, the terms of this Agreement shall control.

**Exhibit B
Subcontracts**

Redwood Coast Energy Authority

Task No.	Subcontractor Name	Purpose	CA Business Certifications DVBE/SB/MB/None	Amount		
				Commission Funds	Match Funds	Total
1, 2	Schatz Energy Research Center	Technical project lead and implementation support across all tasks	None	\$ 42,000	\$ -	\$ 42,000
1, 2	Local Government Commission	CivicSpark AmeriCorps team implementation support across all project tasks	None	\$ 20,000	\$ 18,000	\$ 38,000
2	North Coast Unified Air Quality Management District	Local support for site evaluations, community outreach, and fleet-manager engagement	None	\$ 2,000	\$ -	\$ 2,000
2	Siskiyou County Economic Development Council	Local support for site evaluations, community outreach, and fleet-manager engagement	None	\$ 2,000	\$ -	\$ 2,000
2	Tehama County Air Pollution Control District	Local support for site evaluations, community outreach, and fleet-manager engagement	None	\$ 2,000	\$ -	\$ 2,000
2	Glenn County Air Pollution Control District	Local support for site evaluations, community outreach, and fleet-manager engagement	None	\$ 2,000	\$ -	\$ 2,000
2	Mendocino County Air Quality Management District	Local support for site evaluations, community outreach, and fleet-manager engagement	None	\$ 2,000	\$ -	\$ 2,000
2	Lake County Air Quality Management District	Local support for site evaluations, community outreach, and fleet-manager engagement	None	\$ 2,000	\$ -	\$ 2,000
Total:				\$ 74,000	\$ 18,000	\$ 92,000



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 11
Regular Calendar
MCOG Meeting
2/6/2017

STAFF REPORT

TITLE: Elk Community Issues

DATE PREPARED: 01/27/17

MEETING DATE: 02/06/17

SUBMITTED BY: Phillip J. Dow, Executive Director

BACKGROUND:

In the past couple of years, I have been coordinating with Caltrans Safety Engineer Darron Hill regarding traffic speed issues along Highway 1 in and around the community of Elk. One of the mitigations that was implemented involved the installation of a radar-feedback speed sign on the northbound approach to the community. There have been local concerns expressed that the device is ineffective due to its placement. In the meantime, working again with Mr. Hill, there are plans to re-evaluate the southerly location of the radar-feedback sign and to install another north of the community for southbound traffic.

Recently I was approached by former Supervisor Norman deVall about other traffic issues, notably about pedestrian and bicycle safety issues. Constrained to what is likely to be prescriptive right-of-way, there are no pedestrian facilities in Elk. Although in certain areas, the shoulders have been widened, the additional paving outside the edge lines are often used for parallel parking. Pedestrians use this area when vacant and share it when there are vehicles present. In other areas, particularly around the Elk Garage and north of town, there are pockets of informal 90-degree parking. In addition, the Pacific Coast Bike Route extends through Elk sharing the limited right-of-way with motorists, pedestrians and parked vehicles.

Mr. deVall asked me the appropriate forum to address his concerns. I replied that it would be MCOG since the issues he identified all involved Highway 1 and not a County facility. I told Mr. deVall that I would place an item on the agenda so that he could address the Board about these concerns.

MCOG staff intends to continue to work with Caltrans on existing identified concerns as well as others that may be identified before the Board.

ACTION REQUIRED: Provide a forum to discuss traffic speed, pedestrian and general traffic safety issues in Elk.

ALTERNATIVES: None identified.

RECOMMENDATION: Receive staff report and input from Mr. deVall, and provide direction to staff as appropriate.

MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 12
Consent Calendar
MCOG Meeting
2/6/2017

MINUTES

Monday December 5, 2016

County Administration Center, Board of Supervisors Chambers

Additional Audioconference:

Caltrans District 1, 1656 Union St., Eureka

ADDITIONAL MEDIA:

Find YouTube link at <http://www.mendocinocog.org> under Meetings
or search Mendocino County Video at www.youtube.com

The Mendocino Council of Governments (MCOG) meets as the Board of Directors of:
Mendocino Regional Transportation Planning Agency (RTPA) and
Mendocino County Service Authority for Freeway Emergencies (SAFE)

1. Call to Order / Roll Call. The meeting was called to order at 1:30 p.m. with Directors Rex Jackman, from Agenda Item 1 through 4c, replaced by Tatiana Ahlstrand from Agenda Item 4d through 11 (Caltrans/PAC), Doug Hammerstrom, Steve Scalmanini, Larry Stranske, Susan Ranochak, John McCowen, and Dan Gjerde present; Chair Gjerde presiding. There is currently no representative for Point Arena (a new representative is to be appointed at their December 20 meeting).

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

2. Convene as RTPA

3. Recess as RTPA - Reconvene as Policy Advisory Committee

Public Expression. Dusty Dillion, Commissioner of Noyo Harbor District, discussed the Noyo Harbor District Sustainability Plan. There are new members on the commission and they are about to initiate a Community Sustainability Plan for Noyo Harbor. The commission is working with the National Working Waterfronts Association that helps to rebuild harbors around the nation. The Association has worked on projects such as Morro Bay, Half Moon Bay, and Crescent City to work on Sustainability Plans for those districts. To their success, after Morro Bay presented their Sustainability Plan the project was awarded a \$134 million grant. The previous plan for Noyo Harbor was put together in 1985; after a lot of work to obtain approval for the plan, the plan was disregarded. Mr. Dillion submitted a map showing pedestrian access that was agreed on in the 1985 Plan of needs to be developed (Handout Public Expression, 12-5-2016). He also listed ways that Noyo Harbor has brought value to the community. Mr. Dillion requests that the new plan be added to the table of projects for MCOG to work on. He let the group know additional information was available if needed.

The Chair and staff explained the resources available to Mr. Dillion. Ms. Ellard confirmed that MCOG's current year planning program includes a Noyo Harbor Access Plan.

4 – 8. Regular Calendar

4. Public Hearing: Unmet Transit Needs for Fiscal Year 2017/18

- a. Finding of Proper Notice. Ms. Orth confirmed proof of publications were received from four local publishers. It is also posted on MCOG's website and the notice has been sent directly to interested parties. Recommendation of finding of proper notice, then hold the public hearing.

Upon motion by Hammerstrom, second by Ranochak, and carried unanimously on roll call vote (*7 Ayes – Jackman/PAC, Hammerstrom, Scalmanini, Stranske, Ranochak, McCowen, Gjerde; 0 Noes; 0 Abstained; 0 Absent*): IT IS ORDERED that this public hearing on 2017/18 Unmet Transit Needs was properly noticed.

- b. Staff Report: Social Services Transportation Advisory Council (SSTAC) Recommendations of November 1, 2016. Ms. Orth reported findings from the SSTAC's annual workshop conducted on November 1, 2016. An outcome of the meeting was a list of 17 unmet needs that included public input from Mendocino Transit Authority (MTA) meetings and needs identified in the workshop. The list also included three additional recommendations of MCOG's SSTAC, for discussion and to be entered for public record. She also reported a letter from a member of the public in Fort Bragg who has access concerns for disabled individuals and requests evening services in Fort Bragg; this letter is also to be entered for the record of public testimony. Further steps are to follow in order to complete the cycle prior to adoption of budget resolutions next June.
- c. Public Hearing. The Chair opened the hearing at 1:38 p.m. Public comment was invited to add any unmet public transit need. Moriah Moncivais with Northern Circle Indian Housing Authority spoke on behalf of the ten different Federally recognized tribes in Mendocino County that have similar issues and needs as other rural communities. Out of the ten tribes, three have no access to public transportation, four are located more than two miles from a routine stop, and three are located within one mile of a stop. Northern Circle Indian Housing Authority would like to open up discussion about the tribal communities and how their issues and needs are the same as other communities. Director McCowen suggested to Ms. Moncivais to submit her information to MCOG; she noted one of her co-staff members sent a letter to MCOG on December 2 that includes details of this information as well. The Hearing was closed at 1:48 p.m.
- d. Board Action. Upon motion by McCowen, second by Ranochak, and carried unanimously on roll call vote (*7 Ayes – Alstrand /PAC, Hammerstrom, Scalmanini, Stranske, Ranochak, McCowen, Gjerde; 0 Noes; 0 Abstained; 0 Absent*): IT IS ORDERED that 1) MCOG receives as testimony all needs reported by the Social Services Transportation Advisory Council (SSTAC), Mendocino Transit Authority (MTA), and the public hearing; 2) the testimony received includes "unmet transit needs" as qualified by MCOG's adopted definitions; and 3) all testimony is directed to Mendocino Transit Authority for analysis and for further review by the Social Services Transportation Advisory Council and the Transit Productivity Committee.

5. Acceptance of MCOG Triennial Performance Audit by Michael Baker International. Ms. Orth explained that MCOG is required by the Transportation Development Act (TDA) to complete a compliance performance audit by an independent entity every three years. The contractor that was hired found MCOG to have complied with all 14 applicable State legislative mandates of the Transportation Development Act (TDA). MCOG was commended on efforts that went beyond the requirements. Ms. Orth summarized the six highlights of the functional review and status of the audit recommendations. There are three current recommendations, but none found to be urgent in nature:

one to update MCOG's TDA manual with new legislation (SB 508), and two carried over from the previous audit, to consider an alternate funding formula for senior center TDA funds and to strengthen the role of the SSTAC. MCOG is currently working on the first and third of these.

In Board discussion, there was a question regarding the second finding, which was brought up in the previous audit and should be taken into further consideration. Ms. Orth noted that either MCOG or MTA could consider an alternative formula for allocating funds to the senior centers, but since they are under contract with MTA it may be more appropriate for MTA to take the lead on that issue. Mr. Dow added that it has not been brought up recently as a concern by stakeholders. No members of the public responded to the Chair's invitation to comment.

Upon motion by Ranochak, second by Hammerstrom, and carried unanimously on roll call vote (7 Ayes – *Ahlstrand/PAC, Hammerstrom, Scalmanini, Stranske, Ranochak, McCowen, Gjerde; 0 Noes; 0 Abstained; 0 Absent*): IT IS ORDERED that the triennial performance audit of Mendocino Council of Governments is accepted as prepared by Michael Baker International.

6. Approval of Local Transportation Fund (LTF) Reserve Claim for FY 2015-16 Revenue Shortfall. Ms. Orth reported a budget shortfall of \$65,156 at fiscal year closing, triggering a claim on the reserve fund established for this purpose. This is only the second time MCOG has had a claim for this reserved fund. The County Auditor-Controller verified Local Transportation Fund revenues from the sales tax at \$3,347,426, slightly short of the budget estimate of \$3,412,582. Last February MCOG was made aware that this would be an issue, when the Auditor issued the next year's estimate. Mendocino Transit Authority had already received the funds allocated to it, and MCOG needed to draw funds from the reserve and backfill the main local transportation fund. The reserve fund was set up specifically for transit use.

Upon motion by Hammerstrom, second by McCowen, and carried unanimously on roll call vote (7 Ayes – *Ahlstrand/PAC, Hammerstrom, Scalmanini, Stranske, Ranochak, McCowen, Gjerde; 0 Noes; 0 Abstained; 0 Absent*): IT IS ORDERED that the Executive Director is authorized to instruct the County Auditor to make a funds transfer from LTF Reserve to the Local Transportation Fund in the amount of \$65,156.

7. Appointment of Interim Executive Committee Members. Ms. Orth reported that two appointments of Interim Executive Committee members are necessary for a meeting in January. February is the next scheduled council meeting, when appointments would normally be made. MCOG staff requests the appointments to address MCOG business prior that meeting; two of three committee members will not be available in January. Mr. Dow requested review of the new draft Mendocino County Service Authority for Freeway Emergencies (SAFE) Five-Year Strategic & Financial Plan by the executive committee, as the plan has already expired due to other priorities limiting the ability to thoroughly conclude it.

Upon motion by McCowen, second by Ranochak, and carried unanimously on roll call vote (7 Ayes – *Ahlstrand/PAC, Hammerstrom, Scalmanini, Stranske, Ranochak, McCowen, Gjerde; 0 Noes; 0 Abstained; 0 Absent*): IT IS ORDERED that Directors Scalmanini and Stranske are appointed as interim members of the Executive Committee.

8. Draft 2017 Board Calendar. Staff submitted a proposed draft calendar, included in the board packet. The calendar is not to be adopted at this time, but input and direction are requested prior to taking it the next MCOG meeting, which will include the new appointed Board members. It includes two mobile tours this year and suggests that one of them could be in the Fort Bragg area. The August meeting was proposed for the third Monday of the month. No action was taken.

9 - 11. Consent Calendar. Upon motion by McCowen, second by Stranske, and carried unanimously on roll call vote (7 Ayes – *Ahlstrand/PAC, Hammerstrom, Scalmanini, Stranske, McCowen, Ranochak, Gjerde*; 0 Noes; 0 Abstaining; 0 Absent): IT IS ORDERED that consent items are approved:

9. Approval of October 3, 2016 Minutes – as written

10. Approval of Second Amendment to Fiscal Year 2016/17 Transportation Planning Overall Work Program

- *Programs unexpended carryover Rural Planning Assistance (RPA) funds, and makes other minor revisions*
- *Increases funding by \$9,122 from prior-year carryover for a new total of \$1,752,991.*

11. Adoption of Resolution Approving the Allocation of California Proposition 1B Funds, Fiscal Year 2014-15 Transit System Safety, Security, and Disaster Response Program, for Mendocino Transit Authority's Eligible Project

Resolution No. M2016-16

Approving the Allocation of California Proposition 1B Funds Fiscal Year 2014-15
Transit System Safety, Security, and Disaster Response Program
For Mendocino Transit Authority's Eligible Project
(Reso. #M2016-16 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 Stranske, and carried unanimously on roll call vote (6 Ayes – *Hammerstrom, Scalmanini, Stranske, McCowen, Ranochak, 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. The new General Manager of MTA, Carla Meyer, introduced herself and briefly explained her experience working in the transit industry. Ms. Meyer summarized MTA's current attributes, challenges, upcoming modifications, and goals she has for MTA. Ms. Meyer shared MTA's plans for new dispatching software, restructuring the organization, and bringing in additional revenue by providing advertising space on the buses for local business.
- b. North Coast Railroad Authority. Director McCowen reported that the Depot Project in Ukiah continues to move forward. The two-phased sale of a portion of the property to the State is to accommodate the new courthouse. It is scheduled to start next construction season to construct utility and roadway improvements; by then the sale should be finalized. Construction of the courthouse project is currently on hold. Liquefied petroleum tank cars have been moved offsite for storage on a seasonal basis. The Surface Transportation Board has the legal positions before it and has been briefed by NCRA and SMART.
- c. MCOG Staff - Summary of Meetings. Mr. Dow referred to his written staff report. Nothing was specifically highlighted for this item.
- d. MCOG Administration Staff
 1. *U.S. 101 Bypass of Willits Update – Opening Ceremony of November 3, 2016.* Mr. Dow reported that the ceremony went well; it was very well attended. It was a combined ceremony with the viaduct dedication for Navy Seal Jesse D. Pittman, naming the bridge in his honor.

2. *Active Transportation Program (ATP) Cycle 3 Proposed Award.* Mr. Dow referred to his written report, stating it was not as successful as the previous cycles. Four applications were submitted in Mendocino County and only one was recommended to be awarded, Fort Bragg Coastal Trail Phase II. Two that did not move forward, City of Willits Trails With Trails Project and City of Ukiah Northwestern Pacific Rail Trail Phase 3, will be analyzed to learn where the weaknesses on the application may have been. The other application that was not granted was submitted by State Parks, the MacKerricher State Park Haul Road Repair & Enhancement Project. Mr. Dow noted lessons learning in crafting these ATP proposals.
3. *Notice of Proposed Funding Award by California Energy Commission to ChargePoint and MCOG for Installation of Electric Vehicle Charging Infrastructure on U.S. 101.* Ms. Orth reported that the joint proposal by ChargePoint and MCOG was on the list to be funded. The funding to be awarded was higher than expected; CEC staff recommended awarding \$14 million instead of only the original \$10 million statewide. There is another company called Recargo Inc. that was also awarded funds; ChargePoint and Recargo Inc. cover some of the same communities in Mendocino County, but in different locations, adding to the overall infrastructure for the 101 corridor. The final awards will be made at a Commission business meeting. It was requested that staff provide the locations in the next board agenda packet.

Director Scalmanini raised a concern of the electrical capacity for multiple demands of use within a short amount of time; there is no current answer to his concern. Ms. Orth repeated the ChargePoint representative's statement that their equipment network is designed to distribute power system wide in response to demand. She assumed that the State will be working on these issues as plans are implemented.
4. *Ukiah Traffic Study of Schools at Low Gap Road Area.* Mr. Dow referred to his written staff report. He mentioned there are plans to study that area soon, with funding from his discretionary fund in the FY 2016/17 budget, conditional on financial participation from the school district. In Board discussion Director Scalmanini let the Council know of upcoming construction to replace faulty storm drains in that area, which may affect any studies conducted and suggested holding off on the study until after that project is completed. Construction is projected to start within a month or two. One proposed solution to assist with the traffic flow is to work with the school district to review the current bell schedule.
5. *CSDA Board Secretary/Clerk Conference, November 14-16 in Monterey.* Ms. Orth and Ms. Ford attended the CSDA Board Secretary/Clerk Conference, which provided valuable information regarding compliance, software and internal operations. There were materials on web hosting specifically for special districts that can provide a cost efficient solution for MCOG. The conference had a good session on policy and procedure writing, which the administrative staff at MCOG is looking forward to putting into practice to improve on existing documentation
6. *Miscellaneous.* Mr. Dow spoke about two bills in the Legislature, known as the Beall and Frazier bills, that would have addressed the transportation funding deficit; both failed to pass. He attended the Legislative Roundtable on November 28, where the failure of these two bills was discussed; it was disappointing to many others since it would have provided relief for many local and county roads, as well as State highways, where the funding is critically needed.

e. MCOG Planning Staff.

1. *Regional Transportation Plan and Active Transportation Plan – Public Workshops.* Ms. Barrett spoke on the RTP/ATP Workshops that were conducted in October and November. The intent of the workshops was to gather local community members' opinions on active transportation needs. It was an opportunity for people to voice their concerns and opinions of needed projects in their areas. She reviewed a summary of concerns that came out of the workshops.

The draft Active Transportation Plan is expected to come out next Spring with the final completed by the end of the year. The process to collect community input for the needs assessment will continue; a survey is available on the MCOG website (www.mendocinocog.org) and an option to comment through email that will be collected until March 2017.

2. *Traffic Control for Safer Work Zones Training – Tech. Transfer Program, Nov. 17, 2016.* Ms. Ellard explained that the “TS 10 – Traffic Control for Safer Work Zones” training was coordinated with UC Berkley Institute of Transportation Studies (ITS). She felt it was good use of MCOG training funds provided in the Planning Work Program. There were 36 attendees in all from the Cities of Ukiah, Willits, Fort Bragg and Point Arena, and County of Mendocino, including three in attendance from City of Lakeport.
3. *Miscellaneous.* Ms. Ellard reported that December 1 was the deadline for the Annual Transportation Planning Overall Work Program (OWP) Application and that several were received

- f. MCOG Directors – Update of Membership Appointments. The Board will not be filled until the City and County appointments are made in December and January; typically, this is the reason MCOG does not schedule meetings in January. Director Doug Hammerstrom will be leaving the MCOG Council due to his term expiration; Mr. Dow expressed appreciation for his participation, advice and support over the number of years served, and wished him well in new endeavors. Ms. Orth and Director Gjerde also expressed their appreciation for the time he served. In return, Director Hammerstrom voiced his appreciation for the staff's knowledge, experience, and determination to share with the community, which assisted in many good decisions. Supervisor John McCowen is currently serving as the alternate for the appointed supervisor until that appointed director is available to participate.

- g. California Association of Councils of Governments (CALCOG) Delegates. Director Scalmanini reported inability to participate remotely in the delegates meeting of November 14 in Sacramento; Mr. Dow offered to look into the problem.

14. Adjournment. The meeting was adjourned at 3:17 p.m.

Submitted: PHILLIP J. DOW, EXECUTIVE DIRECTOR

By Marta Ford, Administrative Assistant, with Janet Orth, Deputy Director/CFO



MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 13
Consent Calendar
MCOG Meeting
2/6/2017

STAFF REPORT

TITLE: Third Amendment to FY 2016/17 Overall Work Program

DATE PREPARED: 1/26/17

SUBMITTED BY: Loretta J. Ellard, Deputy Planner

MEETING DATE: 2/6/17

BACKGROUND:

The Final FY 2016/17 Overall Work Program (*totaling \$1,564,372*) was adopted by MCOG on June 6, 2016. It was first amended on August 15, 2016 to adjust carryover amounts and make other miscellaneous changes, resulting in a revised total of \$1,743,869. A second amendment was approved on December 5, 2016, revising the total to \$1,752,991.

There is now a need for a minor third amendment to transfer \$15,000 in State Rural Planning Assistance (RPA) funds from Work Element 3 (MCOG - Active Transportation Plan) to Work Element 1 (MCOG – Regional Government & Intergovernmental Coordination).

The reason for this requested adjustment is that staff expects RPA funds in Work Element 3 to not be fully expended due to cost savings from holding countywide Active Transportation Plan workshops concurrently with Regional Transportation Plan workshops (Work Element 10). In addition, much of the work on the Active Transportation Plan will feed into development of the Non-Motorized element of the RTP, expected to result in additional cost savings. We propose transferring the unused RPA funds into Work Element 1 which experiences a high level of day-to-day staff work.

It should be noted that this proposed amendment **does not increase the total** amount of funding for MCOG planning staff (Davey-Bates Consulting) which is set by contract, and the Overall Work Program total will remain **unchanged at \$1,752,991**.

This proposed amendment will be considered by the Technical Advisory Committee (TAC) at their January 31 meeting. Since that meeting will occur after the February 6 MCOG agenda packets are distributed, **the TAC's recommendation will be verbally reported at the MCOG meeting.**

Attached are financial summary sheets showing proposed changes in **bold** and ~~strike out~~.

ACTION REQUIRED: Consider approval of Third Amendment to FY 2016/17 Overall Work Program.

ALTERNATIVES: (1) Approve Amendment (*Recommended*); (2) Do not approve Amendment; or (3) Revise Amendment.

RECOMMENDATION: The TAC's recommendation will be reported verbally at the Feb. 6 meeting. MCOG planning staff's recommendation is to approve the Third Amendment to the FY 2016/17 Overall Work Program (OWP), and authorize the Executive Director to sign appropriate certifications and revised OWP Agreement (as needed), and forward to Caltrans as required.

/le

Attachments: FY 2016/17 OWP – Summary of Funding Sources
FY 2016/17 OWP – Funding Allocation & Expenditure Summary

**MENDOCINO COUNCIL OF GOVERNMENTS
FY 2016/2017 FINAL (AMENDED) OVERALL WORK PROGRAM
SUMMARY OF FUNDING SOURCES**

NO.	WORK ELEMENT	LOCAL LTF	STATE PPM	STATE ATP	STATE	FEDERAL	TOTAL
1	MCOG - Regional Government & Intergovernmental Coordination <i>Combines former W.E. 1 (Current Planning) & W.E. 2 (Long Range Planning)</i>	\$4,784			\$143,000		\$147,784
3	MCOG - Active Transportation Plan Development (C/O)	\$15,500			\$158,000		\$162,784
5	Ukiah - Update Speed Zone Reports	\$33,333	\$6,667				\$40,000
6	Co. DOT - Combined Special Studies				\$79,740		\$79,740
7	MCOG - Planning, Programming & Monitoring	\$7,250	\$49,458				\$56,708
8	MCOG - Bicycle & Pedestrian Counters	\$5,500					\$5,500
10	MCOG - Regional Transportation Program (RTP) 2017 Update, Phase 2	\$7,500			\$50,000		\$57,500
12	Fort Bragg - Noyo Harbor Access Plan (C/O)	\$46,395					\$46,395
13	Willits - Downtown Streets & Alleys Circ & Connectivity Study (C/O)		\$55,967				\$55,967
14	MCOG - Training	\$25,484					\$25,484
15	MTA - Bus Stop Review, Ph. 3	\$12,000			\$13,000		\$25,000
16	MCOG - Multi-Modal Transportation Planning				\$28,000		\$28,000
17	MCOG - Pavement Management Program Triennial Update (C/O)		\$150,000				\$150,000
18	MCOG - Geographic Information System (GIS) Activities	\$6,850					\$6,850
20	MCOG - Grant Development & Assistance	\$22,797					\$22,797
22	MCOG - Safe Routes to School - ATP Non Infrastructure Grant (C/O)			\$961,268			\$961,268
	TOTAL	\$187,393	\$262,092	\$961,268	\$342,238	\$0	\$1,752,991

Note: Several work element numbers have been blank for potential carryover projects

Continued on next page

TOTAL WORK PROGRAM SUMMARY

Local	\$187,393
State	\$1,565,598
Federal	\$0
TOTAL	\$1,752,991

Local LTF 2016/17 Alloc.	\$100,000
Local LTF Carryover	\$87,393
State PPM 2016/17 Alloc.	\$145,000
State PPM Carryover	\$117,092
State RPA 2016/17 Alloc.	\$294,000
State RPA Carryover	\$48,238
State ATP Carryover	\$961,268
Federal	\$0
TOTAL	\$1,752,991

PROGRAM MATCH		
Local	\$187,393	10.69%
State	\$1,565,598	89.31%
Federal	\$0	
TOTAL WORK PROGRAM SUMMARY	\$1,752,991	100.00%

**MENDOCINO COUNCIL OF GOVERNMENTS
FY 2016/2017 FINAL (AMENDED) OVERALL WORK PROGRAM
FUNDING ALLOCATION & EXPENDITURE SUMMARY**

NO.	WORK ELEMENT TITLE	COUNTY DOT	COUNTY DPBS	MTA	CITIES	MCOG STAFF	CONSULT/ OTHERS/ DIRECT COSTS	TOTAL
1	MCOG - Regional Government & Intergovernmental Coordination <i>Combines former W.E. 1 (Current Planning) and W.E. 2 (Long Range Planning)</i>					\$145,534 \$160,534	\$2,250	\$147,784 \$162,784
3	MCOG - Active Transportation Plan Development (C/O)					\$43,498 \$28,498	\$500	\$43,998 \$28,998
5	Ukiah - Update Speed Zone Study Reports						\$40,000	\$40,000
6	Co. DOT - Combined Special Studies	\$79,740						\$79,740
7	MCOG - Planning, Programming & Monitoring					\$49,458	\$7,250	\$56,708
8	MCOG - Bicycle & Pedestrian Counters						\$5,500	\$5,500
10	MCOG - Regional Transportation Plan (RTP) 2017 Update, Phase 2					\$50,000	\$7,500	\$57,500
12	Fort Bragg - Noyo Harbor Access Plan (C/O)				\$3,144		\$43,251	\$46,395
13	Willits - Downtown Streets & Alleys Circ & Connectivity Study (C/O)						\$55,967	\$55,967
14	MCOG - Training						\$25,484	\$25,484
15	MTA - Bus Stop Review, Ph. 3						\$25,000	\$25,000
16	MCOG - Multi-Modal Transportation Planning					\$28,000		\$28,000
17	MCOG - Pavement Management Program Triennial Update (C/O)					\$10,000	\$140,000	\$150,000
18	MCOG - Geographic Information System (GIS) Activities					\$6,250	\$600	\$6,850
20	MCOG - Grant Development & Assistance					\$22,297	\$500	\$22,797
22	MCOG - Safe Routes to School - ATP Non Infrastructure Grant (C/O)					\$111,930	\$849,338	\$961,268
	TOTAL	\$79,740	\$0	\$0	\$3,144	\$466,967	\$1,203,140	\$1,752,991

**

*

Note: Several work element numbers have been left blank for potential carryover projects

Reimbursement Rates Used For Calculating Days Programmed (estimate only)

County/Cities/Local Agencies (\$75/hr); Consultants (\$125/hr); MCOG Planning Staff (approx \$33-\$115/hr - various positions, per contract)

* MCOG planning staff funding level is based on a contracted obligation with Davey-Bates Consulting (DBC) for \$348,226 for FY 2016/17, and includes a 1.47% CPI increase. In addition, \$4,901.14 in carryover funding (\$2,537.73 FY 2014/15 + \$2,363.41 FY 2015/16) is available to DBC from under-expending prior years' contracted fundings, for a total available of \$353,127.14

** Consultant mark-up of sub-consultant & direct costs is not allowed. Consultant travel costs are limited to Caltrans' approved rates

MENDOCINO COUNCIL OF GOVERNMENTS

Staff Report

TITLE: Summary of Meetings

DATE PREPARED: 01/23/17

MEETING DATE: 02/06/17

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. *Willits City Council – Presentations: (1) Downtown Plan & (2) Streets & Alleys Study*
Willits 12/06/16
(Ellard)
2. *Mendocino Transit Authority*
Ukiah 12/07/16
(Ellard)
3. Regional Transportation Planning Agencies Meeting
Riverside 12/07/16
(Dow & Davey-Bates)
4. California Transportation Commission
Riverside 12/07/16 – 12/08/16
(Dow & Davey-Bates)
5. California Freight Investment Plan
Riverside 12/08/16
(Dow)
6. Federal Safety Target Setting
Sacramento 12/12/16
(Dow)
7. *Active Transportation Program (ATP) Non-Infrastructure Grant Implementation (NCO & HSSA)*
Ukiah 12/13/16
(Ellard & Barrett)
8. *Caltrans Asset Management Workshop*
Sacramento 12/15/16
(Davey-Bates)
9. Streamline Web Demonstration
Ukiah 12/16/16
(Orth, Dow, Ford, & Clark)
10. Critical Urban Freight Corridor/Critical Rural Freight Corridor
Teleconference 12/20/16
(Dow)
11. *Annual Transportation Work Program Development*
Ukiah 01/04/17
(Davey-Bates, Ellard, Barrett & Dow)

12. MTA General Manager - Audit
Ukiah 01/06/17
(Orth & Dow)
13. CalCOG Directors Association
Sacramento 01/10/17
(Dow)
14. MCOG Financial Audit Site Visit
Ukiah 01/10/17 – 01/11/17
(Orth & Ford)
15. Rural Counties Task Force (RCTF) Procurement & Administrative Training
Sacramento 01/12/17 – 01/13/17
(Orth, Davey-Bates, Pedrotti, Ellard, & Ford)
16. *Rural Counties Task Force (RCTF)*
Sacramento 01/13/17
(Orth, Davey-Bates, Pedrotti, & Ellard)
17. Regional Transportation Planning Agencies Meeting
Sacramento 01/18/17
(Dow & Davey-Bates)
18. California Transportation Commission
Sacramento 01/18/17 – 01/19/17
(Dow & Davey-Bates)
19. Regional Transportation Planning Agencies State Transportation Improvement Program (STIP) Guidelines
Teleconference 01/19/17
(Barrett)
20. MCOG Executive Committee
Ukiah 01/20/17
(Dow & Orth)
21. California Freight Advisory Committee
San Jose 01/25/17
(Dow)
22. Caltrans/RTPA Meeting
Teleconference 01/26/17
(Dow, Orth, Davey-Bates & Ellard)
23. Technical Advisory Committee (TAC)
Ukiah 01/31/17
(Dow, Davey-Bates, Ellard & Barrett)
24. Gualala Municipal Advisory Committee
Gualala 02/02/17
(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.



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

TITLE: California Transportation Commission
Needs Assessment

DATE PREPARED: 01/27/17
MEETING DATE: 02/06/17

SUBMITTED BY: Phillip J. Dow, Executive Director

BACKGROUND:

The California Transportation Commission is preparing a report on transportation needs throughout the state in order to stimulate action to increase transportation funding revenues. They are trying an approach that does not concentrate just on funding needs, but rather one that will attempt to tell a story of the types of projects that are important in various regions of the state.

As chair of the North State Super Region, I have been collecting examples of project needs from the 16-county area that defines the Super Region. I am collecting different modal types of projects that will be packaged to demonstrate need. I have chosen the Garcia River Bridge project on Windy Hollow Road as the submittal for Mendocino County. No sooner did I prepare the attached 2-page summary, than it looked like that again in mid-January.

There will be more to report when the effort is complete in March.

ACTION REQUIRED: None.

ALTERNATIVES: None identified.

RECOMMENDATION: This is an informational report only.

Mendocino County

Garcia River Bridge on Windy Hollow Road

Location

The proposed project is a bridge over the Garcia River, along Mendocino County's South Coast between the communities of Point Arena and Manchester. The problem location is along State Route 1 approximately 18 miles north of the Sonoma County line.



Garcia River Bridge on State Route 1 and the flood-prone Stornetta Flats that lie immediately south.

Issue

The communities of Point Arena and Manchester are on opposite sides of the Garcia River, just 4 miles apart on State Route 1. During periods of heavy rain, the Garcia River leaves its banks and inundates an area known locally as Stornetta Flats. This renders State Route 1 impassible for periods that may range from hours to days. This interruption to the regional transportation network is a common occurrence and has occurred even during the recent drought. The closure of State Route 1 impacts overall mobility, emergency services, employment, education, health care, social services, and the local economy. The alternative all-weather route to reach north side of the Garcia River from the south involves a 219 mile detour south into Sonoma County on State Route 1 to east on State Route 116 to Petaluma, then north on U.S. 101 to State Route 128 at Cloverdale, and finally State Route 1 at Albion and south to the river. Except for the 85 mile U.S. 101 segment, travel speeds on other components of the alternative route generally range from 40-45 miles per hour. Travel times for this alternative route exceed 5 hours.

Need

Windy Hollow Road extends as a paved Point Arena city street for approximately one-half mile into unincorporated Mendocino County to the north. The County Road directly serves the Manchester Band of Pomo Indians of the Manchester Rancheria (a 364 acre reservation), but the paved County road breaks south of the Garcia River. It continues on the north bank to a junction with State Route 1 approximately one-half mile to the north. Windy Hollow Road

North State Super Region
Transportation Needs of Regional and Interregional Significance

somewhat parallels State Route 1 in the vicinity of the Garcia River, but it lies to the east (upgrade) where the river is more regularly confined to its banks during periods of high flow. A bridge across the Garcia River on Windy Hollow Road will provide redundancy to existing State Route 1 during periods of flooding and provide much improved mobility on a daily basis for the Manchester Tribe to access services in the Manchester community and points north along State Route 1.

Supporting Documentation

1. *Windy Hollow Road over the Garcia River - Conceptual Bridge Feasibility Report* (TYLin International, 2007) for Manchester Band of Pomo Indians. Funding was provided by an Environmental Justice grant through Caltrans.
2. *District 1 Climate Change Vulnerability Assessment and Pilot Studies – FHWA Climate Resilience Pilot Final Report* (GHD, December 2014). Funding provided by a competitive Federal Highway Administration grant.

Proposed Project

There has never been a permanent bridge over the Garcia River on Windy Hollow Road. This project would provide a permanent bridge as well as County road approach improvements to improve local circulation needs for the Manchester Band of Pomo Indians of the Manchester Rancheria as well as residents in nearby Manchester and Point Arena. The project is consistent with the *District 1 Climate Change Vulnerability Assessment and Pilot Studies* report in that it addresses Adaption Option 3 and Adaption Option 4 (both are re-routing options) in the pilot study. The climate change study addresses impacts on the State highway system, of which State Route 1 is a Minor Arterial.

Funding Needs

Cost estimates developed in 2007 projected to 2011 costs as follows:

Capital Costs: \$10.4 million

Support Coasts: \$ 3.1 million

Total Costs: \$13.5 million

Total cost escalated at 5% per year to 2017 is \$18.1 million.

Project Support

- Mendocino Council of Governments
- County of Mendocino
- Manchester Band of Pomo Indians of the Manchester Rancheria
- City of Point Arena
- Caltrans (likely)



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

Agenda # 15d2
Reports
MCOG Meeting
2/6/2017

TITLE: Rural Counties Task Force Administrative Training

SUBMITTED BY: Janet Orth, Deputy Director/CFO

DATE: 1/27/2017

BACKGROUND:

On January 12-13, 2017, the Rural Counties Task Force of the California Transportation Commission offered a training to assist regional agencies in better compliance with state and federal regulations for transportation funding programs. Caltrans personnel provided the majority of the training, with other experts on hand as additional resources.

I attended this training in Sacramento along with Marta Ford, Administrative Assistant, and our Planning contractor Davey-Bates Consulting, including Lisa Davey-Bates, Loretta Ellard and Alexis Pedrotti.

I have attached the agenda to summarize the issues covered. There was no cost to the regional agencies for the training, except for travel expenses covered by our budgets.

We found the material to be a valuable update in some areas, while other segments were a good refresher course of familiar topics. The Task Force plans to offer further modules in future.

ACTION REQUIRED:

None.

ALTERNATIVES:

Not applicable.

RECOMMENDATION:

None, this is for information only.



Marcella Clem, Secretary
Humboldt County Association of Governments
707.444.8208

Maura Twomey, Chair
Association of Monterey Bay Area Governments
831.883.3750

Woodrow Deloria, Vice Chair
El Dorado County Transportation Commission
530.642.5263

AGENDA Administrative Training

January 12, 2017 9:30 AM – 5:30 PM
Caltrans HQ 1120 N. Street, Basement Board Room, Sacramento
Call in Number: 1-877-429-8302 Passcode: 5263328

			Time
A. Introductions	All		9:30 am
B. Statement of Conduct	Maura Twomey & Diane Eidam		9:35 am
C. Overview of Regional Planning <ul style="list-style-type: none"> • Legislation & Guidance • OWP Development & Coordination • Amendments • Eligibility • Cost Principles • Invoicing • Regional Planning Tools 	Erin Thompson Division of Transportation Planning		10:00 am
D. Lunch (Lunch will be provided)			12:30 pm
E. Procuring A&E Contracts <ul style="list-style-type: none"> • Definition of an A&E Contract • Planning for A&E Contracts • Solicitation & Advertisement • Evaluation & Selection • Contract Negotiations • Contract Audits • Contract Execution • Other Considerations 	Mohammad Maljai Division of Local Assistance		1:15 PM
F. Day 1 Wrap Up	Maura Twomey		5:15 PM



Marcella Clem, Secretary
Humboldt County Association of Governments
707.444.8208

Maura Twomey, Chair
Association of Monterey Bay Area Governments
831.883.3750

Woodrow Deloria, Vice Chair
El Dorado County Transportation Commission
530.642.5263

DRAFT AGENDA Administrative Training

January 13, 2017 8:15 AM – 11:30 PM
Caltrans HQ 1120 N. Street, Basement Board Room, Sacramento
Call in Number: 1-877-429-8302 Passcode: 5263328

		Time
G. Introductions	All	8:15 am
H. Overview of Financial & Audit Requirements <ul style="list-style-type: none"> • Audits & Investigations Role & Responsibilities • Elements of an Adequate Financial Management System • Elements of an Indirect Cost Allocation Plan/Indirect Cost Rate Proposal • Types of Audits Performed • Resources & Contacts 	Marsue Morrill Amada Maenpaa Audits & Investigations	8:20 am
I. Day 2 Wrap Up	Maura Twomey	11:20 am



MENDOCINO COUNCIL OF GOVERNMENTS

STAFF REPORT

TITLE: FY 2017/18 Transportation Planning Overall Work Program (OWP) **DATE PREPARED:** 1/26/17
Summary of Proposals Received

SUBMITTED BY: Loretta Ellard, Deputy Planner

MEETING DATE: 2/6/17

BACKGROUND:

A total of five applications were received from local agencies requesting transportation planning projects in MCOG's FY 2017/18 Transportation Planning Work Program (Overall Work Program), as shown below:

Applicant	Project	Agency	Consultant/ Other	Total
Ukiah	Traffic Analysis for Realignment of Talmage Rd		\$25,000	\$25,000
Ukiah	Comprehensive ADA Access Plan Update		\$35,000	\$35,000
Co. DOT	Combined Special Studies	\$60,000		\$60,000
Fort Bragg	Street Safety Plan	\$45,475	\$19,500	\$64,975
MTA	Bus Stop Review, Ph. 4		\$25,000	\$25,000
Total		\$105,475	\$104,500	\$209,975

In addition to local agency projects, the FY 2017/18 Draft OWP will contain routine as well as new MCOG planning staff work elements, consistent with the approved funding level in MCOG's planning contract with Davey-Bates Consulting (*approx. \$356,700*).

Based on information received at a two-day (Jan. 12-13) training workshop in Sacramento (*presented by Caltrans' Audits & Investigations and Office of Regional Planning staff*) we will be reorganizing Work Element 1 – Regional Government & Intergovernmental Coordination - which has historically been a “catch all” work element for day-to-day MCOG planning staff tasks, into several new planning staff work elements to more closely align tasks with eligible funding sources.

The TAC will begin initial discussion of proposed work elements at their January 31 meeting. The FY 2017/18 Draft OWP will be prepared for TAC review and recommendation at the February 15 TAC meeting, for submission to Caltrans by the March 1 due date. Caltrans will review the Draft and provide comments in the spring, and any needed adjustments will be made. The Final Work Program will be presented for TAC review and recommendation in May. MCOG approval will not be required until the Final Work Program is considered in June, as part of the annual budget process.

ACTION REQUIRED: Information only at this time.

ALTERNATIVES: N/A

RECOMMENDATION: Information only.

