



# 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, August 15, 2016 at 1:30 p.m.**

### Primary Location

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

### Audioconference Location

Caltrans District 1, 1656 Union St., Eureka

### 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 / Roll Call
2. Convene as RTPA
3. Recess as RTPA - Reconvene as Policy Advisory Committee

### PUBLIC EXPRESSION

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

### REGULAR CALENDAR – *No Business*

### 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.

4. Approval of June 6, 2016 Minutes
5. Approval of First Amendment to Fiscal Year 2016/17 Transportation Planning Overall Work Program (OWP)
6. Acceptance of 2014/15 Mendocino Transit Authority Fiscal Audit
7. Acceptance of Greater Ukiah Area Micro-simulation Model Final Report by Caliper Corporation
8. Adoption of Resolution #M2016-\_\_\_\* Approving State Program Supplement Agreements for Funded Active Transportation Program (ATP) Project: S.R. 162 Corridor Multi-Purpose Trail, Phase 2 – Preliminary Engineering

## RATIFY ACTION

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

## REPORTS

### 10. Reports – Information

- a. Mendocino Transit Authority
- b. North Coast Railroad Authority
- c. MCOG Staff – Summary of Meetings
- d. MCOG Administration Staff
  1. US-101 Bypass of Willits Update
  2. Active Transportation Program (ATP) Cycle 3 Proposals Submitted
  3. Grant Proposal Submitted June 24, 2016 to California Energy Commission by ChargePoint with MCOG as Partner to Install Electric Vehicle Charging Infrastructure on the U.S. 101 Corridor in Mendocino County and Northern Sonoma County
  4. National Drive Electric Week – September 10-18, Local Ukiah Event Saturday, Sept. 17 – *verbal report*
  5. Proposal to U.S. Department of Energy to Form a Northern California Clean Cities Coalition to Foster Use of Low-Carbon Transportation Fuels
  6. Next Meeting: Wednesday, September 7 for Mobile Workshop & Tour of Willits Plans & Projects and US-101 Bypass – *Save the date for all-day tour, lunch & meeting [verbal report]*
  7. Miscellaneous
- e. MCOG Planning Staff
- f. MCOG Directors
- g. California Association of Councils of Governments (CALCOG)

## ADJOURNMENT

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

POSTED 8/8/2016

\* Next Resolution Number: M2016-14

August 5, 2016

**To:** MCOG Board of Directors  
**From:** Janet Orth, Deputy Director/CFO  
**Subject:** Consent Calendar of August 15, 2016

The following agenda items are recommended for approval/action.

4. Approval of June 6, 2016 Minutes – *attached*
5. Approval of First Amendment to Fiscal Year 2016/17 Transportation Planning Overall Work Program (OWP) – MCOG planning staff recommends a routine amendment to adjust amounts carried over based on actual claims paid in FY 2015/16, make miscellaneous reconciliation adjustments, and update the planning staff contractor's hourly rates. All proposed revisions involve previously approved (carryover) funding, with no new funds. The OWP's total budget would increase from \$1,564,372 to \$1,777,096, a difference of \$212,724.  
– *Staff report and proposed amendment are attached.*
6. Acceptance of 2014/15 Mendocino Transit Authority Fiscal Audit – MTA received a clean fiscal audit report. – *Staff report, Eligibility Letter, and Basic Financial Statements are attached.*
7. Acceptance of Greater Ukiah Area Micro-simulation Model Final Report by Caliper Corporation – A presentation was made by Caliper at the Council meeting of February 1, 2016. This item is to formally accept the final report of the completed project.  
– *Staff report and minutes excerpt are attached; GUAMM Final Report is available at [www.mendocinocog.org](http://www.mendocinocog.org). A print copy is available for review, by request.*
8. Adoption of Resolution Approving State Program Supplement Agreements for Funded Active Transportation Program (ATP) Project: S.R. 162 Corridor Multi-Purpose Trail, Phase 2 – Preliminary Engineering – This resolution is required by the State to authorize the Executive Director to execute a "Program Supplement" to the State-Funded Project Master Agreement between MCOG and Caltrans, in order to receive funds already awarded and allocated by the California Transportation Commission for this project. Phase 2 is for the second of two trail segments. This will be the fourth Program Supplement under the Master Agreement, for ATP projects administered by MCOG.  
– *Staff report and resolution are attached.*



# MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 4  
Consent Calendar  
MCOG Meeting  
8/15/2016

## MINUTES

Monday, June 6, 2016

County Administration Center, Board of Supervisors Chambers

### Additional Media:

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

**1. Call to Order / Roll Call.** The meeting was called to order at 1:30 p.m. with Directors Doug Hammerstrom, Steve Scalmanini, Larry Stranske, Jim Koogle, Alternate Michael Carter, Tom Woodhouse, and Dan Gjerde present; Chair Gjerde presiding. Director Rex Jackman (Caltrans/PAC) joined by telephone.

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

**2. Convene as RTPA**

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

**Public Expression.** None.

**4 - 7. Regular Calendar.**

### **4. Approval of Mendocino Transit Authority's Revised Claim for Fiscal Year 2015/16 Funds.**

Ms. Orth reported MTA's request for additional allocations from MCOG's State Transit Assistance (STA) and Capital Reserve funds. She verified there were sufficient funds in both accounts to cover this request, even though STA deposits for the year have come in below the State Controller's estimates. Staff will be watchful of FY 2016/17 STA revenues in case it may be necessary to partially rescind the allocation. MTA is the only claimant. She and Sally Webster of MTA then answered questions:

- What will this money be used for? MTA needs to balance their budget. When originally claimed in March, it is too early to determine the budget; more accurate figures are known in June. STA funds would be used for Operations. Capital Reserve is needed to match a grant for a medium-duty van. (Scalmanini, Orth, Webster)
- Does MTA expect to use STA for operations in the next year's budget? Yes. Since 2008, state criteria have been waived for operations use, and new legislation relaxes the rule. (Hammerstrom, Webster)
- Is MTA's fleet fairly new? Yes, capital funds have been available to replace most of the fleet. (Gjerde, Webster)

**Upon motion** by Director Hammerstrom, second by Director Stranske, and carried unanimously on roll call vote (*8 Ayes – Jackman/PAC, Hammerstrom, Scalmanini, Stranske, Koogle, Carter, Woodhouse, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that Mendocino Transit Authority's revised FY 2015/16 claim for State Transit Assistance and Capital Reserve funds is approved, and the Executive Director is authorized to issue revised allocation instructions to the County Auditor.

State Transit Assistance - Operations	175,000	
Capital Reserve Funds	46,080	
Total Funds Allocated to MTA Claim		221,080
Revised Total FY 2015/16 Allocation		\$ 3,826,441

**5. Fiscal Year 2016/17 RTPA Budget.** Ms. Orth reported on the final budget proposal, the result of all recommendations by the Executive Committee, Technical Advisory Committee, Transit Productivity Committee, and staff. She identified changes since the May budget workshop and the actions required to adopt the budget, as written in her staff report. Total revenues are estimated at \$7.4 million and total allocations are recommended at \$7.2 million. Discussion and questions included:

- Are any Bicycle & Pedestrian projects overdue for completion? The oldest delayed projects are caught up now, e.g. City of Ukiah’s ADA curb ramps. There is some unclaimed bike rack funding awarded several years ago. Agencies are required to report progress quarterly; staff follows up with the Technical Advisory Committee members if delays continue. A review of existing projects can be done when new applications are accepted. (Gjerde, Orth, Ellard)
- Suggestion to present information on unclaimed Bicycle & Pedestrian funds at a later board meeting, so that board members can bring to the attention of their agencies’ staff. (Gjerde)
- Is there any money available to Fort Bragg for bike racks? Staff will research. Funding allocated today will be made available for project awards next year; typically a cycle is opened every other year to increase the amount available. (Hammerstrom, Ellard, Orth)

The Chair invited comment; no one wished to speak to this agenda item. **Upon motion** by Director Carter, second by Director Woodhouse, and carried unanimously on roll call vote (8 Ayes – Jackman/PAC, Hammerstrom, Scalmanini, Stranske, Koogle, Carter, Woodhouse, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent): IT IS ORDERED that the following four resolutions are adopted as recommended by staff and committees.

- a. Adoption of Resolution Finding That There Are Unmet Transit Needs That Are Reasonable To Meet for Fiscal Year 2016/17.

**Resolution No. M2016-08**

Finding That There Are Unmet Transit Needs  
That Are Reasonable To Meet for Fiscal Year 2016/17  
(Reso. #M2016-08 is incorporated herein by reference)

- b. Adoption of Resolution Allocating Fiscal Year 2016/17 Funds and 2015/16 Carryover Funds for Administration, Bicycle & Pedestrian Facilities, and Planning

**Resolution No. M2016-09**

Allocating Fiscal Year 2016/17 Funds and 2015/16 Carryover Funds for  
Administration, Bicycle & Pedestrian Facilities, and Planning  
(Reso. #M2016-09 is incorporated herein by reference)

Local Transportation Fund (LTF)		
MCOG Administration	412,138	
2% Bicycle & Pedestrian	59,803	
Planning Program – new funds	100,000	
LTF carryover – Planning program	31,133	
Total LTF		603,074
Regional Surface Trans. Program – Admin.		90,000
ATP Infrastructure Grants – Admin.		549,374
ATP Non-infrastructure Grants – Planning		880,572
PPM Funds – Planning		230,667
RPA Funds – Planning		322,000
<b>Total Allocations</b>		<b>2,675,687</b>

- c. Adoption of Resolution Allocating Fiscal Year 2016/17 Local Transportation Funds, State Transit Assistance, and Capital Reserve Funds and FY 2015/16 Carryover Funds to Mendocino Transit Authority.

**Resolution No. M2016-10**

Allocating Fiscal Year 2016/17 LTF, STA, and Capital Reserve Funds  
to Mendocino Transit Authority  
(Reso. #M2016-10 is incorporated herein by reference)

Local Transportation Fund (LTF)		
MTA Operations	2,549,564	
Unmet Transit Needs	0	
Senior Center Operations	473,057	
Capital Reserve Fund	0	
Total LTF		3,022,621
State Transit Assistance (STA)		
MTA Operations	175,000	
MTA & Senior Center Capital	224,536	
MTA Capital - Reclaimed Carryover	134,076	
Capital Reserve Fund	0	
Total STA		533,612
Capital Reserve Program		
Current Year – MTA	14,000	
Current Year – Senior Centers	0	
Long Term – MTA and Seniors	306,264	
Total Capital Reserve		320,264
<b>Total Transit Allocations</b>		<b>3,876,497</b>

- d. Adoption of Resolution Allocating Regional Surface Transportation Program Funds for Fiscal Year 2016/17 MCOG Partnership Funding Program, Local Assistance, and Distribution By Formula To Member Agencies

**Resolution No. M2016-11**

Allocating Regional Surface Transportation Program Funds  
for Fiscal Year 2016/17 MCOG Partnership Funding Program, Local Assistance,  
and Distribution By Formula To Member Agencies  
(Reso. #M2016-11 is incorporated herein by reference)

MCOG Partnership Funding Program		100,000
Local Assistance - Project Delivery		90,000
Formula Distribution to Members		
Mendocino County DOT	109,540	
City of Ukiah	147,417	
City of Fort Bragg	98,427	
City of Willits	92,383	
City of Point Arena	61,060	
Total Formula Distributions		508,827
<b>Total Allocations</b>		<b>698,827</b>

**6. Technical Advisory Committee Recommendations of May 25, 2016: Adoption of Final Fiscal Year 2016/17 Planning Overall Work Program (OWP).** Ms. Ellard introduced the program and pointed out a \$51 difference between the budget and the OWP, in a footnote relative to the staffing contract, and requested approval of this adjustment in the final OWP. She also noted several items

including projects carried over from FY 2015/16, then invited questions. The final program funding totals \$1,564,372.

**Upon motion** by Director Woodhouse, second by Director Hammerstrom, and carried unanimously on roll call vote (*8 Ayes – Jackman/PAC, Hammerstrom, Scalmanini, Stranske, Koogle, Carter, Woodhouse, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that the 2016/17 Final Overall Work Program is adopted as recommended by the Technical Advisory Committee and staff, and the Executive Director is authorized to sign certifications and the OWP Agreement and to forward to Caltrans as required.

**7. Adoption of Resolution Supporting a Grant Proposal by ChargePoint, Inc. with Potential Partners Redwood Coast Energy Authority and Schatz Energy Research Center to Install Electric Vehicle Charging Infrastructure on the U.S. 101 Corridor in Mendocino County and Northern Sonoma County in Response to California Energy Commission (CEC) Solicitation No. GFO-15-603.** As detailed in her written staff report, Ms. Orth described this funding opportunity and the relationship with Redwood Coast Energy Authority (RCEA) on previous collaborations, which led to discussions with ChargePoint corporation representatives about a joint proposal for the Mendocino County segment of US-101. Staff requested approval to participate in a proposal with Chargepoint, and possibly RCEA and other partners, to install “DC” (direct current) fast-charging electric vehicle (EV) infrastructure. Of 15 highway corridors eligible, the CEC had indicated the northern section of 101 is a high priority to fill gaps statewide. MCOG does not have authorization to administer such a project, but could serve in an advisory role for the public interest. ChargePoint would be a competitive partner and can provide the required 25% match funds. It is a chance to implement partially the Mendocino County Zero Emission Vehicle (ZEV) Regional Readiness Plan. Applications are due June 24, with \$875,000 available for the Mendocino segment.

Ms. Orth introduced Mr. Spencer Crim of ChargePoint, an account executive for the northern California coastal territory, who described their operations as the world’s largest EV network, with 28,000 stations nationwide, adding 600 more each month; every 4.5 seconds someone plugs into their U.S. stations. They received the largest CEC grant award on the I-5 corridor, at \$4.5 million. They are committed to a nationwide system of publically accessible stations. Most are standard Level 2 (240V) chargers, providing about 25 miles of range per hour of charge. The DC fast chargers would provide 200 miles per charge hour, but are much more expensive, therefore ChargePoint is applying for this CEC grant to augment their funding. Discussion and questions included the following:

- Compatibility? ChargePoint’s technology is universal, with various plugs for all makes of cars. Not every EV can connect to DC fast chargers, but new cars are built to accommodate them. The proposed stations would include Level 2 chargers so that drivers would not need to wait. (Gjerde, Crim)
- Charge time? This would be reduced from about four hours to 20-30 minutes, depending on the vehicle’s battery capacity. (Woodhouse, Crim)
- User costs? If fees are applied, electricity would cost much less than gasoline. (Crim)
- Would sites complement existing locations? Discussion of progress on the CEC grant for stations in Mendocino state parks, including new site choices. Also this proposal can be viewed as an interregional project, complementary to Humboldt County’s network, with potential of support from RCEA. (Gjerde, Orth)
- Would dual chargers double the charge time when two cars are plugged in? Results depend on power capacity to the site, which can be resolved by 480V power at additional cost. ChargePoint’s network software distributes the power to best accommodate demand. Their mobile app assists drivers with finding and monitoring stations. Future technology is expected to improve performance. More funding is anticipated, as the State is rapidly implementing policy to accommodate a million EVs by 2020. (Scalmanini, Crim, Orth)



- Can evolving battery technology play a role in faster charging, i.e. by exchanging them? In a few years this may happen. Batteries are so expensive right now, it is not a current solution. ChargePoint can be relied on to stay current with technology. (Hammerstrom, Crim)
- Is there ChargePoint membership? Yes, it comes with mobile app and wireless radio frequency identification (RFID) card, with payment account similar to Bay Area FasTrak. (Gjerde, Crim)
- As a partner, MCOG would have access to operations data and make recommendations for future buildout of the network. Analytics could help tourism agencies promote services, important to the region. (Orth, Gjerde)
- Criteria for choosing locations? Community choice aggregation utilities available? Availability of renewable energy or green power sources? Things to do while driver waits? Some of these are host site decisions; all criteria mentioned are considered. ChargePoint is a committed clean-tech company. EVs are 30% net positive compared to gasoline cars even with coal plants in the utility mix. MCOG's advisory role would include looking for clean energy opportunities, helping choose host sites, steering site choices to assist the local economy, which may not be the fastest route on and off the freeway, but instead might guide travelers into town to local businesses. (Koogle, Crim, Orth)

**Upon motion** by Director Hammerstrom, second by Director Scalmanini, and carried unanimously on roll call vote (*8 Ayes – Jackman/PAC, Hammerstrom, Scalmanini, Stranske, Koogle, Carter, Woodhouse, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that the following resolution is adopted.

**Resolution No. M2016-12**

Supporting a Grant Proposal by Chargepoint, Inc. with  
Potential Partners Redwood Coast Energy Authority and Others  
to Install Electric Vehicle Charging Infrastructure  
on the U.S. 101 Corridor in Mendocino County  
and Northern Sonoma County in Response to  
California Energy Commission Solicitation No. GFO-15-603  
(Reso. #M2016-12 is incorporated herein by reference)

**8 - 11. Consent Calendar.** Upon motion by Director Woodhouse, second by Director Carter, and carried on roll call vote (*8 Ayes – Jackman/PAC, Hammerstrom, Scalmanini, Stranske, Koogle, Carter, Woodhouse, and Gjerde; 0 Noes; 1 Abstaining; 0 Absent*): IT IS ORDERED that consent items are approved:

**8. Approval of May 2, 2016 Minutes – as written**

**9. Acceptance of May 11, 2016 Transit Productivity Committee Minutes – as written**

**10. Acceptance of 2014/15 MCOG Fiscal Audit – MCOG received a clean audit.**

**11. Approval of Resolution Adopting an Amended Conflict of Interest Code by Reference**

**Resolution No. M2016-13**

Adopting an Amended Conflict of Interest Code by Reference  
(Reso. #M2016-13 is incorporated herein by reference)

**12. Recess as Policy Advisory Committee - Reconvene as RTPA - Ratify Action of Policy Advisory Committee.** Upon motion by Director Carter, second by Director Woodhouse, and carried unanimously (*7 Ayes – Hammerstrom, Scalmanini, Stranske, Koogle, Carter, Woodhouse, and Gjerde; 0 Noes; 0 Abstaining; 0 Absent*): IT IS ORDERED that the actions taken by the Policy Advisory Committee are ratified by the MCOG Board of Directors.

**13. Reports - Information**

- a. Mendocino Transit Authority. Sally Webster, MTA Finance & Personnel Manager, reported that Carla Meyer, the new General Manager was getting started. She also reported status of three grants in progress. With the anticipated federal intercity grant, it will be possible to get to and from the coast in one day, a longtime unmet need. The Cap & Trade funding enables MTA to continue free rides to Mendocino college students for the fall and spring semesters. Also MTA is partnering in a Affordable Housing/Sustainable Communities grant proposal for senior housing in Ukiah, which includes a battery electric-powered transit bus.
- b. North Coast Railroad Authority. There was no report.
- c. MCOG Staff - Summary of Meetings. Mr. Dow referred to his written staff report, noting several meetings relating to the Active Transportation Program (ATP). Planning staff has been very busy launching the Covelo and countywide Safe Routes to School non-infrastructure educational programs. The ATP infrastructure project on State Route 162 in Round Valley, i.e. multi-purpose trail, had an onsite kickoff meeting, with the consultant starting up environmental work. He answered questions about the trail project; 2018 is the target year for construction. The trail will provide safe connections to medical and tribal facilities, from central Covelo.
- d. MCOG Administration Staff.
  1. *US-101 Bypass of Willits Update*. Mr. Dow referred to the Project Manager's written report. Discussion followed on possible opening dates, upcoming MCOG Board tour opportunities, and downtown Main Street planning. The Willits Kids Club will have a cycling event on the bypass in the fall. Did the subcontractor use any herbicides on the mitigation properties? Director Jackman (Caltrans) will look into and reply.
  2. *Miscellaneous*. Staff reminded the members that there would be no meeting in July, and the next meeting is scheduled for August 15.
- e. MCOG Planning Staff.
  1. *Miscellaneous*. Ms. Barrett reported progress of Work Element 26, County Road/City of Ukiah Street Preservation Sales Tax. At their meeting in early May, the City had voted to move forward with a sales tax initiative dedicated to streets and roads. Director Scalmanini (Ukiah Mayor) reported there had been no argument filed in opposition to a half-cent sales tax in time for the ballot. Mr. Dow noted there were none in opposition at the City Council meeting.
- f. MCOG Directors. There was no report.
- g. California Association of Councils of Governments (CALCOG) Delegates. Mr. Dow reported he was unable to attend the recent COG Directors Association meeting.

**13. Adjournment.** The meeting was adjourned at 2:55 p.m.

Submitted: PHILLIP J. DOW, EXECUTIVE DIRECTOR

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



# MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 5  
Consent Calendar  
MCOG Meeting  
8/15/2016

## STAFF REPORT

**TITLE:** First Amendment to FY 2016/17 Overall Work Program

**DATE PREPARED:** 8/5/16

**SUBMITTED BY:** Loretta J. Ellard, Deputy Planner

**MEETING DATE:** 8/15/16

### BACKGROUND:

The Final FY 2016/17 Overall Work Program (*totaling \$1,564,372*) was adopted by MCOG on June 6, 2016. Now that the fiscal year has closed, we need to make some routine adjustments of carryover amounts based on actual claims paid, as well as some other revisions, as explained below.

**All proposed revisions involve previously approved (carryover) funding; no new funds are involved.**

Proposed revisions are briefly summarized as follows:

W.E. 1 (MCOG) Current Planning – Based on year-end claims, there is an unexpended MCOG staff balance of \$2,534 in LTF funds. Staff proposes to add this carryover balance to W.E. 1 (Regional Government & Intergovernmental Coordination), revising the total from \$145,250 to \$147,784, an increase of \$2,534.

W.E. 3 (MCOG) Active Transportation Plan Development (C/O) – Based on year-end claims, the RPA carryover amount needs to be adjusted from \$28,000 to \$28,498. There is no change to the \$500 LTF amount. The project total is being revised from \$28,500 to \$28,998, an increase of \$498. (*Carryover RPA funds are contingent upon year-end certification by Caltrans.*)

W.E. 5 (Ukiah) Speed Zone Reports – The funding breakdown of the \$1,537 of PPM funds in this work element is being revised to show that \$1,224 of these funds are from FY 2014/15 PPM, and \$313 is from prior PPM fund balance. This is important because FY 2014/15 PPM funds must be expended before they expire on 6/30/17. There is no change to project total of \$40,000.

W.E. 6 (County DOT) Combined Special Studies – Based on year-end claims, there is an RPA balance of \$19,729 that is being carried over and added to this work element. Project total will be revised from \$60,000 to \$79,729 (an increase of \$19,729). (*Carryover RPA funds are contingent upon year-end certification by Caltrans.*)

W.E. 7 (MCOG) Planning, Programming & Monitoring – Based on year-end claims, the carryover PPM balance of \$8,458 is being added to this work element, increasing the project total from \$48,250 to \$56,708 (an increase of \$8,458).

W.E. 12 (Ft. Bragg) – Noyo Harbor Access Plan (C/O) – Based on year-end claims, the LTF carryover amount is being revised from \$25,700 to \$46,395. Project total is being revised from \$25,700 to \$46,395, an increase of \$20,695.

W.E. 13 (Willits) Downtown Streets & Alleys Circulation & Connectivity Study (C/O) - Based on year-end claims, the PPM carryover amount is being revised from \$33,000 to \$55,967. Total project is being revised from \$33,000 to \$55,967, an increase of \$22,967.

W.E. 14 (MCOG) Training – Based on year-end claims, an additional \$14,484 in LTF carryover funds is being added to this work element for MCOG staff and local agencies. Total is being revised from \$11,000 to \$25,484, an increase of \$14,484.

W.E. 18 (MCOG) Geographic Information Systems (GIS) Activities – Based on year-end claims, there is an unexpended MCOG staff balance of \$1,250 in LTF funds available for carryover. Staff proposes to add this balance to this project, increasing the work element total from \$5,600 to \$6,850, an increase of \$1,250.

W.E. 20 (MCOG) Grant Development & Assistance – Based on year-end claims, there is an unexpended MCOG staff balance of \$2,297 in LTF funds available for carryover. Staff proposes to add this balance, revising the total work element from \$20,500 to \$22,797, an increase of \$2,297.

W.E. 22 (MCOG) Safe Routes to School – ATP Non-Infrastructure Grant (C/O) – Based on year-end claims, the carryover total for this grant project will be revised from \$880,572 to \$1,000,384, an increase of \$119,812 (ATP Grant funds).

In addition to the proposed revisions outlined above, the explanatory note at the bottom of the “Funding Allocation & Expenditure Summary” (*attached*) referencing contractual obligations with Davey-Bates Consulting (DBC) has been revised to be consistent with DBC’s approved contract, and to show available carryover funding. Per approved contract, DBC’s FY 2016/17 hourly charge out rates are as follows:

<b>2016/17 Hourly Rates</b>	<b>16/17 Base Rates per proposal</b>	<b>1.80% 2013-2014 CPI</b>	<b>Subtotal</b>	<b>1.47% 2014-2015 CPI</b>	<b>Final 16/17 Rates</b>
<b>Davey-Bates</b>	<b>\$110.78</b>	<b>\$1.99</b>	<b>\$112.77</b>	<b>\$1.66</b>	<b>\$114.43</b>
<b>Ellard</b>	<b>\$98.49</b>	<b>\$1.77</b>	<b>\$100.26</b>	<b>\$1.47</b>	<b>\$101.74</b>
<b>Barrett</b>	<b>\$78.42</b>	<b>\$1.41</b>	<b>\$79.83</b>	<b>\$1.17</b>	<b>\$81.01</b>
<b>Pedrotti</b>	<b>\$55.22</b>	<b>\$0.99</b>	<b>\$56.21</b>	<b>\$0.83</b>	<b>\$57.04</b>
<b>Parker</b>	<b>\$31.96</b>	<b>\$0.58</b>	<b>\$32.54</b>	<b>\$0.48</b>	<b>\$33.01</b>

In summary, the revisions proposed above would increase the total work program from \$1,564,372 to **\$1,777,096**, an increase of \$212,724. This \$212,724 is from existing carryover funds in the affected work elements and includes no new funding. (*All carried-over RPA funds are contingent upon year-end certification by Caltrans.*) The amended financial summary sheets are attached, with changes shown in ~~strike-out~~ and **bold**.

**Please note that the Technical Advisory Committee (TAC) has not had an opportunity to review this proposed Amendment, as the July TAC meeting was cancelled and the August meeting is scheduled for August 24. However, staff considers this amendment routine and non-controversial, as its sole propose is to adjust/program carryover funds, and involves no new funding.**

---

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

---

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

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**RECOMMENDATION:** Accept staff’s recommendation to approve the First Amendment to FY 2016/17 Overall Work Program (OWP), and authorize Executive Director to sign appropriate certifications and revised OWP Agreement (as needed), and forward to Caltrans as required.

/le

Attachment: 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	<b>MCOG - Regional Government &amp; Intergovernmental Coordination</b> <i>Combines former W.E. 1 (Current Planning) &amp; W.E. 2 (Long Range Planning)</i>	\$2,250 <b>\$4,784</b>			\$143,000		\$145,250 <b>\$147,784</b>
3	<b>MCOG - Active Transportation Plan Development (C/O)</b>	\$500			\$28,000 <b>\$28,498</b>		\$28,500 <b>\$28,998</b>
5	Ukiah - Update Speed Zone Reports	\$33,333	\$6,667				\$40,000
6	<b>Co. DOT - Combined Special Studies</b>				\$60,000 <b>\$79,729</b>		\$60,000 <b>\$79,729</b>
7	<b>MCOG - Planning, Programming &amp; Monitoring</b>	\$7,250	\$41,000 <b>\$49,458</b>				\$48,250 <b>\$56,708</b>
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	<b>Fort Bragg - Noyo Harbor Access Plan (C/O)</b>	\$25,700 <b>\$46,395</b>					\$25,700 <b>\$46,395</b>
13	<b>Willits - Downtown Streets &amp; Alleys Circ &amp; Connectivity Study (C/O)</b>		\$33,000 <b>\$55,967</b>				\$33,000 <b>\$55,967</b>
14	<b>MCOG - Training</b>	\$11,000 <b>\$25,484</b>					\$11,000 <b>\$25,484</b>
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	<b>MCOG - Geographic Information System (GIS) Activities</b>	\$5,600 <b>\$6,850</b>					\$5,600 <b>\$6,850</b>
20	<b>MCOG - Grant Development &amp; Assistance</b>	\$20,500 <b>\$22,797</b>					\$20,500 <b>\$22,797</b>
22	<b>MCOG - Safe Routes to School - ATP Non Infrastructure Grant (C/O)</b>			\$880,572 <b>\$1,000,384</b>			\$880,572 <b>\$1,000,384</b>
	<b>TOTAL</b>	\$131,133 <b>\$172,393</b>	\$230,667 <b>\$262,092</b>	\$880,572 <b>\$1,000,384</b>	\$322,000 <b>\$342,227</b>	\$0	\$1,564,372 <b>\$1,777,096</b>

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

Continued on next page

**TOTAL WORK PROGRAM SUMMARY**

Local	\$131,133
	<b>\$172,393</b>
State	\$1,433,239
	<b>\$1,604,703</b>
Federal	<b>\$0</b>
<b>TOTAL</b>	<u>\$1,564,372</u>
	<b>\$1,777,096</b>

Local LTF 2016/17 Alloc.	\$100,000
Local LTF <i>Carryover</i>	\$31,133
	<b>\$72,393</b>
State PPM 2016/17 Alloc.	\$145,000
State PPM <i>Carryover</i>	\$85,667
	<b>\$117,092</b>
State RPA 2016/17 Alloc.	\$294,000
* State RPA <i>Carryover</i>	\$28,000
	<b>\$48,227</b>
State ATP <i>Carryover</i>	\$880,572
	<b>\$1,000,384</b>
Federal	\$0
<b>TOTAL</b>	<u>\$1,564,372</u>
	<b>\$1,777,096</b>

<b>PROGRAM MATCH</b>		
Local	\$131,133	8.4%
	<b>\$172,393</b>	<b>9.7%</b>
State	\$1,433,239	91.6%
	<b>\$1,604,703</b>	<b>90.3%</b>
Federal	\$0	0.0%
<b>TOTAL WORK PROGRAM SUMMARY</b>	<u>\$1,564,372</u>	
	<b>\$1,777,096</b>	100.0%

\* *Note: RPA carryover is contingent on year-end certification by Caltrans*

**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	<b>MCOG - Regional Government &amp; Intergovernmental Coordination</b> <i>Combines former W.E. 1 (Current Planning ) and W.E. 2 (Long Range Planning)</i>					\$143,000 <b>\$145,534</b>	\$2,250	\$145,250 <b>\$147,784</b>
3	<b>MCOG - Active Transportation Plan Development (C/O)</b>					\$28,000 <b>\$28,498</b>	\$500	\$28,500 <b>\$28,998</b>
5	Ukiah - Update Speed Zone Study Reports						\$40,000	\$40,000
6	<b>Co. DOT - Combined Special Studies</b>	\$60,000 <b>\$79,729</b>						\$60,000 <b>\$79,729</b>
7	<b>MCOG - Planning, Programming &amp; Monitoring</b>					\$41,000 <b>\$49,458</b>	\$7,250	\$48,250 <b>\$56,708</b>
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	<b>Fort Bragg - Noyo Harbor Access Plan (C/O)</b>				\$1,500 <b>\$3,144</b>		\$24,200 <b>\$43,251</b>	\$25,700 <b>\$46,395</b>
13	<b>Willits - Downtown Streets &amp; Alleys Circ &amp; Connectivity Study (C/O)</b>						\$33,000 <b>\$55,967</b>	\$33,000 <b>\$55,967</b>
14	<b>MCOG - Training</b>						\$11,000 <b>\$25,484</b>	\$11,000 <b>\$25,484</b>
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	<b>MCOG - Geographic Information System (GIS) Activities</b>					\$5,000 <b>\$6,250</b>	\$600	\$5,600 <b>\$6,850</b>
20	<b>MCOG - Grant Development &amp; Assistance</b>					\$20,000 <b>\$22,297</b>	\$500	\$20,500 <b>\$22,797</b>
22	<b>MCOG - Safe Routes to School - ATP Non Infrastructure Grant (C/O)</b>					\$110,000 <b>\$111,930</b>	\$770,572 <b>\$888,454</b>	\$880,572 <b>\$1,000,384</b>
	<b>TOTAL</b>	\$60,000 <b>\$79,729</b>	<b>\$0</b>	<b>\$0</b>	\$1,500 <b>\$3,144</b>	\$435,000 <b>\$451,967</b>	\$1,067,872 <b>\$1,240,006</b>	\$1,564,372 <b>\$1,777,096</b>

Continued on next page

\*

*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 ~~\$32-\$114/hr~~ **\$33-\$115/hr** - various positions, per contract)*

*\*~~MCOG planning staff funding level based on contracted obligation with DBC Consulting (\$348,226), and assumes a 1.47% CPI increase~~*

*\* **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 funding, for a total available of \$353,127.14***





## MENDOCINO COUNCIL OF GOVERNMENTS

**Agenda # 6**  
Consent Calendar  
MCOG Meeting  
8/15/2016

### STAFF REPORT

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**TITLE:** Acceptance of FY 2014/15 Fiscal Audit of Mendocino Transit Authority

**SUBMITTED BY:** Janet Orth, Deputy Director/CFO

**DATE:** 8/5/2016

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#### **BACKGROUND:**

Each fiscal year, MCOG engages an independent Certified Public Accountant to conduct a fiscal audit of Mendocino Transit Authority, to comply with the Transportation Development Act (TDA). Once again we hired R. J. Ricciardi, Inc., CPAs.

The report is due by end of December, however MCOG staff granted a requested extension to MTA, which is allowed under the Transportation Development Act (TDA). A copy of the Basic Financial Statements, dated May 24, 2016, was received by MCOG on June 6, attached. MTA received a favorable audit report as usual.

A major change this year was the addition of net pension liability as required by GASB Statement No. 68. An increase in liabilities of \$1,266,826 was largely a result of this new requirement.

MTA's total net position decreased by \$1,887,697; total net position at June 30, 2015 was \$13,134,776, compared to the previous year at \$15,022,473. Unrestricted net position decreased from \$1,549,524 to \$467,347. – Pages 4-5

The fare box calculation was included as directed by TDA. The ratio of fare box revenue compared to operating expenses was 14.5%, so did not quite meet the required 14.7%. As noted in the budget allocating resolution (in the June agenda packet), "...TDA regulations allow a grace period for the first year an operator does not meet the required farebox ratio. The second year the ratio is not met is the "noncompliance" year, with no penalties during these two years. A third successive year the requirement is not met is the "determination" year, resulting in reduced funding in the following "penalty" year. However, new legislation, SB 508, which goes into effect July 1, 2016, amended TDA and reduces MTA's fare revenue required ratio to ten percent." – Page 21

The CPA also provided a report on compliance with TDA, noting tests of compliance were performed and that: "*In connection with the audit, nothing came to our attention that caused us to believe that Mendocino Transit Authority failed to comply with...[TDA]...and the allocation instructions and resolutions of Mendocino Council of Governments.*" – Page 24

Additionally, issues concerning MCOG are "eligibility" for TDA funds allocated to MTA and senior centers. Annually, the fiscal auditor tests for eligibility of the claimant (MTA) to receive TDA funds, which involves a formula according to Section 6634. Any monies in excess of the amount eligible "shall be recovered" by the agency/commission/board (MCOG), according to Section 6649. MTA and the senior centers were found to be eligible for all TDA funds received in FY 2014/15. – *by separate letter*

And finally, the Notes to Financial Statements reveal that MTA received a concentration of 54% of its total revenue for the year from MCOG allocations of TDA funds, at \$2,755,228. Last year was 47%, at \$3,241,920. TDA funds were the largest single source of revenue for MTA. - Page 22

A “single audit” is required when \$750,000 or more in federal funds is expended in a fiscal year. MTA separately engaged R. J. Ricciardi, Inc. to produce a single audit for the period ended June 30, 2015. I have requested a copy of the report (not yet received).

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**ACTION REQUIRED:** Accept the Fiscal Year 2014/15 MTA fiscal audit.

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**ALTERNATIVES:** The MTA Board of Directors also accepts the audit, so MCOG may forego this step and take no action.

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**RECOMMENDATION:**

Accept the FY 2014/15 MTA fiscal audit reports as presented by R. J. Ricciardi, Inc., Certified Public Accountants.

Enclosures:

MTA “Basic Financial Statements” with TDA compliance report

May 24, 2016

Phil Dow, Executive Director  
Mendocino Council of Governments  
Ukiah, California

The Mendocino Council of Governments (MCOG) has requested that in performing our audit of Mendocino Transit Authority for the year ended June 30, 2015, we review the computation of eligibility for funds. Under the California Code of Regulations, Title 21, Chapter 3, Sub-chapter 2, Article 4, Section 6634, "No transit service claimant shall be eligible to receive monies during the fiscal year from the Local Transportation Fund and the State Transit Assistance (STA) fund for operating costs in an amount that exceeds its actual operating costs." STA funds have another computation under the Public Utilities Code, Division 10, Part 11, Chapter 4, Article 6.5, Section 99314.6 to determine if Mendocino Transit Authority meets the efficiency standards.

We have reviewed the computation for determining if Mendocino Transit Authority is eligible for Transportation Development Act (TDA) funds. Our evaluation has confirmed that Mendocino Transit Authority has met the qualifying criteria for the following funds:

TDA General fund	Eligible
TDA Capital fund	Eligible
Senior center	Eligible
STA	Eligible

In conclusion, Mendocino Transit Authority appears to have met the qualifying criteria to receive the TDA and STA funds for the fiscal year ending June 30, 2015.

*R. J. Ricciardi, Inc.*

R.J. Ricciardi, Inc.  
Certified Public Accountants

RJR: MAO  
San Rafael, California  
cc: Ms. Sally Webster, Mendocino Transit Authority





# MENDOCINO COUNCIL OF GOVERNMENTS

**Agenda # 7**  
**Consent Calendar**  
MCOG Meeting  
8/15/2016

## STAFF REPORT

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**TITLE:** Greater Ukiah Area Micro-Simulation Model (GUAMM) -  
Acceptance of Final Report

**DATE PREPARED:** 8/5/16

**SUBMITTED BY:** Loretta J. Ellard, Deputy Planner

**MEETING DATE:** 8/15/16

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**BACKGROUND:**

At the February 1, 2016 MCOG meeting, Dan Morgan (Caliper Corporation), consultant for the Greater Ukiah Area Micro-Simulation Model project (*Work Element 23, FY 2015/16 OWP*) gave a PowerPoint presentation on the GUAMM final report, via webinar. (*See attached February 1, 2016 minutes excerpt summarizing discussion at that meeting.*)

The MCOG Board received the informational presentation and took no action at that time, as staff planned to bring the final report back for acceptance in March. The March MCOG meeting was subsequently cancelled, and acceptance of the final report was inadvertently overlooked. I apologize for this oversight which I caught during recent fiscal year-end close-out duties.

The GUAMM final report and technical documents (*operations manual, model input and output files, traffic data*) were received from the consultant on February 16, 2016 and forwarded to Caltrans on February 17. Copies were also provided to the County Department of Transportation and the City of Ukiah. The final report has been posted to MCOG's website at [www.mendocinocog.org](http://www.mendocinocog.org) (under the "Reports and Projects" tab). A print copy of the final report is available for review, upon request.

This project was successfully completed and we are now requesting that the final report be accepted.

---

**ACTION REQUIRED:** Accept final report for the Greater Ukiah Area Micro-simulation Model.

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**ALTERNATIVES:** Decline to accept final report. (*Not recommended*).

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**RECOMMENDATION:** Staff recommends that the MCOG Board accept the final report for the Greater Ukiah Area Micro-Simulation Model (GUAMM).

*/le*  
*attachment*

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

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

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

## 5 - 8. Regular Calendar

### 5. Appointments to Standing Committees.

- a. Executive Committee. According to MCOG's bylaws, the Chair and Vice Chair are members of this committee (formalized by following board action) with the addition of a third member, reflecting a city-county balance of representation. Ms. Orth requested a meeting in February for annual business. Director Woodhouse volunteered to serve for another year.

**Upon motion** by Ranochak, second by Koogle, and carried unanimously (8 Ayes; 0 Noes; 0 Abstaining; 0 Absent): IT IS ORDERED that the Council appoints **Chair Gjerde, Vice Chair Hammerstrom, and Director Woodhouse** to the Executive Committee.

- b. Transit Productivity Committee. There was a brief discussion of duties. Ms. Orth itemized the four topic areas. Director Scalmanini volunteered to serve. **Chair Gjerde** re-appointed himself and appointed **Steve Scalmanini** to the Transit Productivity Committee. (According to the Bylaws, appointments are made by the Chair.)
- c. California Association of Councils of Governments (CALCOG). Duties and upcoming events were noted, with the annual Regional Leadership Forum in late March as the next delegates meeting. **Upon motion** by Hammerstrom, second by Woodhouse, and carried unanimously (8 Ayes; 0 Noes; 0 Abstaining; 0 Absent): IT IS ORDERED that the Council appoints **Director Steve Scalmanini as the Delegate and Chair Dan Gjerde as the Alternate**.



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

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

Board questions and discussion included:

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

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

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

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

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

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







## MENDOCINO COUNCIL OF GOVERNMENTS

**Agenda # 8**  
**Consent Calendar**  
MCOG Meeting  
8/15/2016

### STAFF REPORT

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**TITLE:** Resolution Approving State Program Supplement for Funded Active Transportation Program (ATP) Project – SR 162 Corridor Multi-Purpose Trail, Phase II

**SUBMITTED BY:** Janet Orth, Deputy Director/CFO

**DATE:** 8.2.2016

---

#### **BACKGROUND:**

As part of MCOG's new role as an implementing agency for the Active Transportation Program (ATP) projects that were awarded grants under Cycles 1 and 2, we entered into State Master Agreement No. 00441S with Caltrans to receive state funds. As funding is awarded for these projects, Program Supplement Agreements are prepared for each specific project.

At their June 29, 2016 meeting, the California Transportation Commission allocated funds for Phase II of the State Route 162 Corridor Multi-Purpose Trail in Covelo, in the amount of \$146,000, one of three grants that will cover preliminary work and construction.

Phase II is Preliminary Engineering for the second of two trail segments, on SR 162 between Biggar Lane and Hurt Road. (Phase I covers SR 162 from Howard Street to Biggar Lane and east/west connecting to Henderson Lane, currently in progress.) The overall project addresses crucial pedestrian safety deficiencies on this section of highway, in a disadvantaged community where fatalities have far exceeded statewide averages.

A draft resolution is attached for the Council's approval to accept the funds, as required.

---

#### **ACTION REQUIRED:**

Adopt the resolution authorizing the Executive Director to execute the Program Supplement Agreement with Caltrans.

---

#### **ALTERNATIVES:**

None are identified. Not to authorize execution of the agreement would mean abandoning an essential component of this important safety project, won through competition and great effort.

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#### **RECOMMENDATION:**

Adopt the resolution authorizing the Executive Director to execute Program Supplement Agreement Number O16 with Caltrans, for the Active Transportation Program infrastructure project State Route 162 Corridor Multi-Purpose Trail, Phase II, Preliminary Engineering.

# MENDOCINO COUNCIL OF GOVERNMENTS

BOARD of DIRECTORS

RESOLUTION No. M2016-\_\_\_\_

AUTHORIZING THE EXECUTIVE DIRECTOR TO  
EXECUTE A PROGRAM SUPPLEMENT WITH CALTRANS FOR THE  
STATE ROUTE 162 CORRIDOR MULTI-PURPOSE TRAIL PROJECT  
– PHASE II, PRELIMINARY ENGINEERING

WHEREAS,

- The Mendocino Council of Governments (MCOG) is the designated Regional Transportation Planning Agency for Mendocino County; and
- MCOG applied for and was awarded \$146,000 of Active Transportation Program grant funds by the California Transportation Commission for the **State Route 162 Corridor Multi-Purpose Trail - Phase II, Preliminary Engineering**, for which MCOG is the implementing agency; and
- To receive such funds and to implement the project requires a Federal-Aid Project Master Agreement or a State-Funded Project Master Agreement with Caltrans and a Program Supplement agreement detailing the specific project to be implemented; and
- MCOG, by Resolution #2014-11 on September 29, 2014, authorized the Executive Director to execute both master agreements, which were fully executed, effective October 16, 2014; and
- In 2002, MCOG adopted Resolution No. M2002-06 authorizing the Executive Director to execute agreements, amendments and other necessary documents for funding of projects already approved by MCOG; therefore, be it

RESOLVED, THAT:

MCOG's Executive Director is hereby authorized to execute the Program Supplement Agreement Number O16 under Administering Agency-State Master Agreement No. 00441S with the California Department of Transportation, for **Phase II of the State Route 162 Corridor Multi-Purpose Trail – Preliminary Engineering**, Project Number ATPL-6140(045).

ADOPTION OF THIS RESOLUTION was moved by Director \_\_\_\_\_, seconded by Director \_\_\_\_\_, and approved on this 15th day of August, 2016, by the following roll call vote:

AYES:

NOES:

ABSTAINING:

ABSENT:

WHEREUPON, the Vice Chair declared the resolution adopted, AND SO ORDERED.

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ATTEST: Phillip J. Dow, Executive Director

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Dan Gjerde, Chair

# MENDOCINO COUNCIL OF GOVERNMENTS

Agenda # 10c  
Reports  
MCOG Meeting  
8/15/2016

## Staff Report

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**TITLE: Summary of Meetings**

**DATE PREPARED: 07/22/16**

**MEETING DATE: 08/15/16**

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**SUBMITTED BY: Phil Dow, Executive Director**

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### 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. U.S. 101 Bypass of Willits Project Development Team (PDT)  
Teleconference 06/09/16  
(Dow)
2. Clean Cities Coalition  
Eureka 06/10/16  
(Orth)
3. ChargePoint Electric Charging Stations Potential Grant  
Webinar 06/14/16  
(Orth)
4. Rural Communities Housing Development Corporation (AH/SC Grant)  
Ukiah 06/14/16  
(Dow)
5. *Willits Downtown Streets & Alleys Workshop*  
*Willits* 06/16/16  
(Ellard)
6. Active Transportation Program (ATP) Invoice Training (MCDOT)  
Ukiah 06/17/16  
(Orth & Sookne)
7. *Active Transportation Program (ATP) Non-Infrastructure Grant Implementation*  
*Ukiah* 06/20/16  
(Davey-Bates, Ellard, Barrett, & Dow)
8. *Active Transportation Program (ATP) Non-Infrastructure Grant Implementation/North Coast Opportunities*  
*Ukiah* 06/20/16  
(Davey-Bates, Ellard, Barrett, & Dow)
9. Clean Cities Coalition  
Teleconference 06/21/16  
(Orth)
10. California Bike & Pedestrian Plan  
Caltrans Maintenance Facility/Ukiah 6/22/16  
(Dow & Sookne)
11. *Road User Charge Committee (CTC)*  
*Sacramento* 06/24/16  
(Davey-Bates)
12. Administration/Planning Coordination Meeting  
Ukiah 06/28/16  
(Dow & DBC Staff)

13. *Active Transportation Program (ATP) Non-Infrastructure Grant Coordination-HSSA/NCO*  
*Ukiah* 06/28/16  
*(Davey-Bates, Ellard, Barrett)*
  
14. *Regional Transportation Planning Agencies*  
*Teleconference* 06/29/16  
*(Davey-Bates)*
  
15. *California Transportation Commission*  
*Sacramento* 06/29/16- 06/30/16  
*(Dow in person & Davey-Bates by teleconference)*
  
16. *Regional Transportation Plan Guidelines Workshop*  
*Sacramento* 06/30/16  
*(Dow)*
  
17. *Mendocino Transit Authority*  
*Ukiah* 06/30/16  
*(Ellard)*
  
18. *Active Transportation Program Non-Infrastructure Marketing-NCO*  
*Ukiah* 07/08/16  
*(Barrett)*
  
19. *Mendocino County Board of Supervisors – Transportation Sales Tax*  
*Ukiah* 07/12/16  
*(Barrett)*
  
20. *Rural Counties Task Force*  
*Sacramento* 07/15/16  
*(Davey-Bates in person & Ellard teleconference)*
  
21. *Highway Safety Improvement Program (HSIP)*  
*Teleconference* 07/21/16  
*(Davey-Bates)*
  
22. *CalCOG Directors Meeting*  
*Sacramento* 07/26/16  
*(Dow & Davey-Bates)*
  
23. *Active Transportation Program (ATP) Non-Infrastructure Grant Coordination-HHSA/NCO*  
*Ukiah* 08/02/16  
*(Davey-Bates, Ellard & Barrett)*
  
24. *North Coast Railroad Authority*  
*Novato* 08/10/16  
*(Ellard)*

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

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**ACTION REQUIRED:**

None.

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**ALTERNATIVES:**

None identified.

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**RECOMMENDATION:** None. This is for information only.

**WILLITS BYPASS PROJECT  
CONSTRUCTION UPDATE  
JULY 2016 UPDATE**

**Agenda # 10d1  
Reports  
MCOG Meeting  
8/15/2016**

The following is a summary of the construction activities that have been completed up to **July 22, 2016**

- **Contractor has completed approximately 93% of work on the project.**

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

- The final lift of HMA is scheduled for the last week of July and first Week of August. This will complete paving operations south of the viaduct.
- Northbound traffic is currently detoured onto the bypass to the new Hwy 20 exit and back to Willits. This is to facilitate completion of the tie-in for the southern interchange. Traffic will be temporarily switched to the prior detour from time to time to facilitate paving operations.
- Striping and delineation will follow the final lift of paving. Expected completion by the end of August or early September.
- All Metal Beam Guard rail is installed.
- Asphalt dike will be completed following paving operations and is expected to be completed by late August or early September.
- The Drainage systems are complete and functioning.
- Electrical facilities for street lighting, message boards and CCTV cameras are currently being installed. Completion is expected in August.
- Roadway signs are anticipated to be installed by August.
- Right and left bridges for 101/20 Separations are complete.
- A1 Retaining Wall and Baechtel Creek Retaining Wall are complete.
- All Haehl Creek bridges are complete. East Hill Road Undercrossing Bridge is complete.
- North Haehl Creek Bridge is complete except for deck grinding and joint seals.
- Permanent erosion control is installed on all slopes.
- Contractor is working on punchlist items to complete construction.

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

- The Floodway Viaduct is complete except for final concrete finishing. Concrete finish work is continuing and will be completed this summer.

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

- Drainage systems are complete with the exception of some inlet grate assemblies which are scheduled to be installed as scheduling allows; completion in August.
- Paving up to the northern tie-in is complete.
- Tie-in detours have begun to allow for final tie-in grading. There will be several traffic configurations to allow for final grading. This work is expected to be completed by early August. Northbound traffic is directed onto the northern interchange and up the northern section of the bypass. This will allow for the construction of the new southbound lane. Currently southbound traffic is on a temporary widening and will remain there until the new southbound lane is constructed. The new southbound lane will be paved in the last week of July.
- All signs, striping, and delineation are expected to be completed in August.
- Quail Meadows Overhead and Under Crossing bridges are complete.
- Approach slab replacement and barrier rail repairs expected take place in early August at Quail Meadows Overhead.
- Utility relocation work is complete.
- Upp Creek Main Line, Upp Creek SB off Ramp, and Upp Creek NB on Ramp bridges are complete.
- Erosion control is being monitored and maintained at all locations.
- Street lighting is functional and currently running on Generator power until the PGE drop is completed. The remainder of electrical services is expected to be complete by end of August or early September.
- Contractor is working on punchlist items to complete construction.

# WETLAND/RIPARIAN MITIGATION PROJECTS

## CONSTRUCTION UPDATE

### JULY 2016 UPDATE

The following is a summary of the construction activities that have been completed up to **July 20, 2016**.

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

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

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

- 52.35 acres of wetland establishment (100% completed).
- Developed stream crossing at 19 locations (100% completed). Harden stream crossing were constructed using 9" cobble stone and 3" clean sand and gravel to access through the creek.
- 69 acres of invasive plant removal- Target Weed (This will continue until contract acceptance) using mechanical/manual methods.
- 82 acres of heavy treatment (area preparation for riparian planting, 100% completed).
- Developed water sources and installed irrigation system for planting and plant establishment work (50% completed).
- Planted the ELB project areas and Oak woodland areas (54,000 plants installed) and 750 days Plant Establishment started on 01/04/2016 for 2015 planting.
- Installation of 350,000 plants in wetland creation area (will start in 2016 fall).
- Installation of 147, 645 plants via Contract Change Order in mitigation area (will start in 2016 fall).
- Seeds for this project were collected using a separate service contract and provided to the contractor.
- Plants for this projects were propagated using a separate service contract and provide to the contractor.

**Mitigation Contract No. 2.** This Contract was awarded on June 30, 2015. The first working day was on September 9, 2015. This project includes 3 years of plant establishment. Estimated Completion date is March 2021.

- 2 acres of invasive plant removal -target weed removal, Started on July 5<sup>th</sup> (This will continue until contract acceptance) using mechanical/manual methods.
- 33 acres of invasive plant removal - heavy treatment started on July 18<sup>th</sup> (5% completed).
- 27 acres of Invasive Plant Removal -light treatment, started on June 8<sup>th</sup>, 2016 (This will continue until contract acceptance).
- Developing water sources and installing irrigation system for planting and plant establishment work.
- Installation of 287,340 plants.
- Seeds for this project were collected using a separate service contract and provided to the contractor.
- Plants for this projects will be propagated by the contractor.

**Additional Mitigation Work Completed to Date Includes:** In April 2010, a Contract Change Order (CCO) was executed using the Bypass project to implement infrastructure such as 132,000 feet of fencing, 50,000 feet of 2" underground water line, 150 gates, 65 stock tanks, and 25 cattle shades to facilitate cattle grazing activities within the Wetland/Riparian Mitigation project area.



# MENDOCINO COUNCIL OF GOVERNMENTS

## STAFF REPORT

**TITLE:** Cycle 3 Active Transportation Program Applications

**DATE PREPARED:** 07/22/16  
**MEETING DATE:** 08/15/16

**SUBMITTED BY:** Phillip J. Dow, Executive Director

### BACKGROUND:

Due to ongoing funding shortfalls, the only consistent transportation funding available in 2016 is through the Active Transportation Program (ATP) administered by the California Transportation Commission. Cycle 3 of the competitive ATP is underway. The pertinent schedule for the Statewide and Small Urban/Rural programs, within which our agencies compete, is as follows:

Applications Due to the CTC:	June 15, 2016
CTC Staff Recommendations:	October 28, 2016
CTC Adoption:	December 8, 2016

Agencies within Mendocino County submitted four ATP applications in Cycle 3. A summary of these project applications follows:

**1. *City of Willits Rails with Trails Project***

Project will construct a 10-foot bikeway and pedestrian trail along railroad right-of-way from East Hill Road to East Commercial Street, a distance of 1.6 miles. The projected cost of this project is \$3.30 million, of which \$3.27 million is requested from ATP program funding. City of Willits will be the implementing agency.

**2. *MacKerricher State Park Haul Road Repair & Enhancement Project***

Project will repair existing 16-foot haul road and construct additional 4-foot shoulder on west side for equestrian use. Hand rails will be installed on Virgin Creek Bridge. The project will extend 3.3 miles from Fort Bragg to north of Mill Creek Road. Project cost is estimated at \$2.04 million, all of which is requested from ATP funding. Mendocino County Resource Conservation District (MCRCD) is the implementing agency for this California State Parks – Mendocino Section project.

**3. *Fort Bragg Coastal Trail Phase II***

Project will construct 1.31 miles of 12-foot multi-use trail that connects the north and south segments of the Fort Bragg Coastal Trail. Completion of this gap will result in a 6.3-mile multi-use facility through western Fort Bragg. Project cost is \$1.514 million, of which \$766,000 is being sought from ATP funding. City of Fort Bragg will be the implementing agency.

**4. *City of Ukiah Northwestern Pacific Rail Trail Phase 3***

Project will construct a multi-use trail within the railroad right-of-way from Clara Street to Brush Street, a length of 0.30 miles. It will consist of a 10-foot paved path, fencing, lighting, shade trees, enhanced crosswalks at Clara and Ford streets, and a bicycle/pedestrian bridge over Orr Creek. The estimated cost is \$1.729 million, all of which is to be funded with ATP resources. City of Ukiah will be the implementing agency.

MCOG staff updated, supplemented and submitted the *City of Ukiah Rails with Trail Project* proposal on behalf of the City. MCOG staff reviewed and provided comments to Fort Bragg staff of a draft of *Fort Bragg Coastal Trail Phase II*. Technical support was provided to Fort Bragg and Ukiah.

Loretta Ellard learned from the Rural Counties Task Force that the CTC received 456 project applications in Cycle 3. Last year 617 applications were received for Cycle 2, and in Cycle 1, 740 applications were received.

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**ACTION REQUIRED:** None.

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**ALTERNATIVES:** None identified.

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**RECOMMENDATION:** This is intended as an information item.





## MENDOCINO COUNCIL OF GOVERNMENTS

### STAFF REPORT

Agenda # 10d3  
Reports  
MCOG Meeting  
8/16/2015

**TITLE:** Grant Proposal with ChargePoint for Electric Vehicle Infrastructure on US-101

**SUBMITTED BY:** Janet Orth, Deputy Director/CFO

**DATE:** 8/5/2016

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#### BACKGROUND:

As approved at the June 6 board meeting, MCOG has joined in a partnership with ChargePoint, Inc. on a proposal to the California Energy Commission (CEC), under solicitation #GFO-15-603, to install electric vehicle (EV) fast-charging infrastructure on US-101 from north of Santa Rosa through Mendocino County to Leggett. \$875,000 is available for grants on this segment of the corridor.

I had a chance to review and comment on ChargePoint's draft proposal, filling gaps in the narrative, and to engage in discussion and agreements, before it was submitted in time for the due date of June 24, 2016. If awarded, the project will start November 1, 2016 and will be completed by October 31, 2018.

ChargePoint applied for grant funds of \$838,236 and pledged cash and in-kind match funding of \$411,927, for a total project of \$1,250,163, named the Mendocino Express Interregional Corridor Project.

Subcontractors are Conti Corporation (design, installation, maintenance) and The Grant Farm, Inc. (administration). Partners are MCOG (advisory) and California Polytechnic State University, San Luis Obispo, College of Engineering (analysis, education, research). There is no grant budget identified for MCOG and CalPoly; these roles will be in-kind contributions.

The opening narrative states: "The Project Team seeks to install a total of nine networked, 50-kW DC fast-chargers with both CHAdeMO and SAE CCS connectors across five sites along the corridor, as well as five dual-port J1772-compliant Level-2 (L2) chargers—thereby exceeding the Energy Commission's preferred minimum number of DC fast chargers by 80 percent and the preferred minimum number of L2 chargers by 100 percent. At each site, ChargePoint will also install two 150-kW or greater expansion stub outs, to maintain compatibility with future systems."

The five sites are Leggett (Peg House), Laytonville (Larson Building), Willits (Burger King), Cloverdale (Cloverdale Natural Foods), and Healdsburg (Big John's Market). A Ukiah alternative site is held in reserve. In the limited time available for site host commitments, it was necessary to accept some compromise on our part. I disagreed with the long distance (50 miles) from Willits to Cloverdale, especially northbound with the long climb in elevation, and would have preferred to locate another station in Mendocino County.

However, I was able to gain a commitment that MCOG "will be consulted ongoing in site selection and related issues for the duration of the project and in planning for future PEV infrastructure development." Listed with Key Personnel on the project, I will be responsible for "Program coordination and interface with County and area stakeholders; site finalization process." I do not anticipate an undue amount of time required for my staff time over the scope of this project.

I believe this proposal has a good chance of being awarded a grant, with its solid partners and preparation. If successful, the project will go a long way toward implementing the Mendocino County Zero Emission Vehicle (ZEV) Regional Readiness Plan. We thank the Council for your support.

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**ACTION REQUIRED:** None, for information only.

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**ALTERNATIVES:** Not applicable.

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**RECOMMENDATION:** None, this report is provided for information.

More information: <http://www.energy.ca.gov/contracts/transportation.html#GFO-15-603>





## MENDOCINO COUNCIL OF GOVERNMENTS

### STAFF REPORT

Agenda # 10d5  
Reports  
MCOG Meeting  
8/15/2015

**TITLE:** Proposal to USDOE to Form a Northern California Clean Cities Coalition

**SUBMITTED BY:** Janet Orth, Deputy Director/CFO

**DATE:** 8.5.2016

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#### BACKGROUND:

On March 31, 2016, MCOG Administration staff concluded an 18-month subcontract with Redwood Coast Energy Authority (RCEA) to participate in an interregional project funded by a grant from the California Energy Commission, pursuant to the Alternative & Renewable Fuel & Technology Program. As RCEA closes out this grant, the final report should be available soon.

The Northwest California Alternative Transportation Fuels Readiness Project developed a regional plan to support the adoption of alternative fuels in five northwestern counties. The conclusion of this effort was an agreement by the major involved stakeholders to continue this effort by forming a “Clean Cities Coalition,” for support under the U.S. Department of Energy’s long-standing program. In February, a North State Clean Cities Symposium was held in Eureka; we hosted a simulcast webinar at MCOG’s conference room here in Ukiah, and another was hosted in Redding. Currently we are reviewing a draft three-year proposal for submittal to the USDOE.

From the draft proposal’s introduction:

This three-year Program Plan is being submitted to the U.S. Department of Energy as part of a Northern California regional application to become a designated Clean Cities Program. This three-year Program Plan will serve to set the direction for the Northern California Coalition, and will be utilized to recruit key stakeholders to join in the effort to reduce petroleum consumption by increasing the diversity and use of low-carbon, renewable fuels in the region.

The Northern California Coalition began in 2014 as a state-funded planning project geared towards diversifying the fuel supply and increasing the use of low-carbon fuels in the Northwest California region. Funded through a California Energy Commission (CEC) grant, this work involved developing an Alternative Fuels Readiness Plan (AFRP) for a five-county coalition that included: Del Norte, Humboldt, Mendocino, Siskiyou, and Trinity counties. The AFRP consisted of a baseline analysis of the fuels available in the region, as well as an analysis of the “lowest incremental societal cost” low-carbon fuels portfolio that would achieve a 10% reduction in carbon intensity of the transportation sector by the year 2020 – effectively meeting the goal of the state’s Low-carbon Fuel Standard (LCFS).

The plan also included an evaluation of the current market including: current alternative fuel (AF) and alternative fuel vehicle (AFV) incentives, barriers to and recommendations for increasing low-carbon fuels uptake, and an analysis of the alternative fuels training needs of support sectors such as first responders, mechanics, and automotive technology training institutions. The main outcome of the AFRP effort was a strategic plan that outlined a pathway for the widespread deployment of alternative fuels in region...

The draft proposal goes on for another 70 pages or so including appendices, encapsulating much of the material from the project’s final report. As the primary representative of MCOG, I will be joining the coalition core group in a meeting later this month to finalize the proposal.

Staff will be available to answer any questions or to address any concerns you may have at our August 15 Council meeting.

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**ACTION REQUIRED:** None, for information only.

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**ALTERNATIVES:** Not applicable.

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**RECOMMENDATION:** None, this report is provided for information.