



MENDOCINO
COUNCIL OF GOVERNMENTS

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

PHILLIP J. DOW, EXECUTIVE DIRECTOR

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November 30, 2015

To: MCOG Board of Directors
From: Janet Orth, Deputy Director/CFO
Subject: Information Packet of December 7, 2015 Meeting - No Action Required

* * * * *

The following items are attached.

1. Comments on Draft 2015/16 Affordable Housing/Sustainable Communities Program
Comments submitted October 30 by Executive Director Phil Dow to the Strategic Growth Council on this statewide grant program concerning the rural county perspective.
2. Transportation Planning Work Program – 1st Quarter report, Fiscal Year 2015/16.



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October 30, 2015

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

Information # 1
MCOG Meeting
12/7/2015

RE: Comments on Draft 2015/16 AH/SC Program Guidelines

Dear Mr. Winston:

I appreciate the opportunity to again comment on guidelines being prepared by the Strategic Growth Council to implement the Affordable Housing/Sustainable Communities Program. Last year my comment letter to Executive Director McCoy focused on several key requirements of the guidelines that I considered to be major deterrents to rural participation in the program. One of these, the local match requirement was removed in the final guidelines. Other significant obstacles to rural participation remain. I'm attaching my October 28, 2014 comment letter to Mr. McCoy because it provided an example of how a project in a rural area scored very high in the State's Active Transportation Program but could not qualify for funding under the AH/SC program, even though these two programs have similar goals.

This year I am on a sub-committee of the Regional Transportation Planning Agencies (RTPA) Group that is working directly with Deputy Director Allison Joe in the guidelines development process. At our second teleconference meeting I presented a list of seven features/requirements of the AH/SC program that I considered to be significant obstacles to rural participation in the program. During the discussion I found that several others, representing smaller urban areas, voiced similar concerns to those which I had identified. These issues with the draft guidelines are more thoroughly identified on an attachment hereto, but are:

1. Complexity of the Application Process
2. GHG Quantification Methodology
3. Transit Linkage Requirement
4. Disadvantaged Communities Identification Methodology
5. Project Readiness Requirement
6. Threshold Project Size
7. Demonstrated Experience Requirement

I will continue to work with your staff through both the RTPA sub-committee and the Rural Counties Task Force in coming weeks to address these concerns. Having served in the past as Chair of the Rural Counties Task Force and now the Vice-Chair of the North State Super Region, I believe that the issues I have identified herein will be supported by representatives of other rural (and smaller urban) areas of California.

Mr. Randall Winston, SGC

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October 30, 2015

From my perspective as the executive director of a regional transportation planning agency, I consider each of these issues that I have identified significant enough to deter participation in the AH/SC program. Taken as a whole, the impediments to statewide rural participation are daunting.

Although I would encourage significant changes to the draft guidelines to address these issues that challenge rural participation, I suspect that changes may be limited at this time, especially for the Transit Oriented Development (TOD) and Integrated Connectivity Project (ICP) components. However, I strongly believe that if there is to be any significant rural participation in the new Rural Innovation Project Area (RIPA) component of the program, wholesale changes to draft guidelines must be made.

I recommend that **separate guidelines** be prepared for only the Rural Innovation Project Area component of the AH/SC program. Without significant changes that, at a minimum, address the obstacles to rural participation identified herein, failure of the fledging RIPA component is likely to be pre-determined.

My comments are intended to be constructive with the goal of enabling all areas of California to participate locally to implement projects that advance the goals and objectives of the Affordable Housing and Sustainable Communities Program.

Sincerely,



Phillip J. Dow, P.E.
Executive Director

Copies: Dan Gjerde, MCOG Chair
Bill Higgins, California Association of Councils of Governments
Sarkes Khachek, Moderator, Regional Transportation Planning Agencies
Lisa Davey-Bates, Chair, North State Super Region
Jerry Barton, Chair, Rural Counties Task Force
Hasan Ikhata, Executive Director, Southern California Association of Governments

AH/SC Draft Guidelines 2015/16

The Rural County Perspective

1. Complexity of Application Process

- Rural areas tend to have constrained staffing
- Little incentive to compete for discretionary funding in a complex process that will be exceedingly time-consuming
- With chance of perceived as very limited, rural agencies are likely to expend resources on programs where success is more probable

2. GHG Quantification Methodology - Appendix D

- Most rural counties do not have countywide traffic models
- Even some counties that do have functioning traffic models are not likely to model for GHG production
- Sustainable Communities Program requirements apply only to non-attainment areas
- If AH/SC quantification methodology requires modeling through a countywide or area-wide model, it will deter rural applications
- ARB methodology will likely require consultant support
- Suggest a simplified GHG Quantification Methodology for rural applications under RIPA, such as CMAQ methodology

3. Transit Linkage Requirements – Section 102 (a)(2)

- Public Transit in rural areas is typically generally limited
- Providing opportunities for non-vehicular mode choices should be goal of program; per-determining that improvements under AH/SC program should be linked to one mode choice option is a major deterrent to rural participation

4. Disadvantaged Communities Identification Methodology - Appendix A

- AH/SC program choice to use CalEnviroScreen as sole determinant of Disadvantaged Community qualification is a major limiting factor in rural areas with good ambient air quality
- Rural areas with far less than 50% of California Median Household Income will not qualify under CalEnviroScreen
- Suggest qualifying for Disadvantaged Communities credit by more than one method, as in successful Active Transportation Program administered by the California Transportation Commission
- ATP and AH/SC programs share many of same goals

5. Project Readiness - Section 106 (a) (4)(a)

- Rural areas seldom have ability to invest in shelf projects that are already cleared for NEPA or CEQA (as appropriate)
- Ineligibility of environmental phase (PA & ED) as a funded project cost is a major deterrent for participation in the program
- In environmentally sensitive areas, the environmental phase can easily exceed 30% of the overall project cost
- Suggest environmental phase eligibility for RIPA component

6. Threshold Project Size - Summary page 6

- Minimum project size of \$1 million for TOD projects will preclude applications in rural areas where projects meeting AH/SC goals are likely to be smaller in size
- Suggest a minimum project size of \$500,000 for all AH/SC projects

7. Demonstrated Experience -Section 106 (a) (8)

- Rural areas, because of staffing limitations noted earlier, are unlikely to apply often for discretionary funding.
- Requiring demonstration of experience with two similar types of projects within a five-year period is severely limiting and will preclude applications from most rural agencies
- Suggest that this threshold requirement be eliminated for the RIPA component

Phil Dow, MCOG

10/30/15



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October 28, 2014

Mr. Mike McCoy, Executive Director
Strategic Growth Council
1400 Tenth Street
Sacramento, CA 95814

RE: AFFORDABLE HOUSING AND SUSTAINABLE COMMUNITIES PROGRAM

Dear Mr. McCoy:

First, I want to thank you for travelling to Lake County last month to meet with members of the North State Super Region regarding this new program. We appreciated your outreach effort to rural agencies regarding the new Affordable Housing and Sustainable Communities (AHSC) Program.

The purpose of my comments is twofold: (1) to identify certain key structural components of the draft guidelines that are likely to severely constrain and/or preclude rural agency participation in the AHSC Program, and (2) explain the inherent limitations of rural agencies (staffing levels, data accessibility, funding match availability, etc.) that are likely to be determining factors in the level of rural participation in the AHSC Program.

Understanding that California is very much dominated by megacities, with a growing need to better link land use with its supportive transportation infrastructure, it is understandable that these draft guidelines were developed with an urban focus. However, these guidelines could be improved by recognizing the significant constraints they impose on rural access to the AHSC Program and provide alternatives that are more appropriate for the rural environment. Without substantial changes to these guidelines, it is difficult to foresee how there will be significant rural participation and how the goal of geographic equity can be obtained.

AHSC in Mendocino County

The Mendocino Council of Governments (MCOG) completed our Blueprint Planning process (VisionMendocino 2030, December 2, 2013) late last year and we have begun implementation of the preferred strategy. Public policy objectives identified in the AHSC Program are supportive of the preferred strategy outlined in VisionMendocino 2030. MCOG and its member agencies would welcome the opportunity to participate in the AHSC Program to reduce greenhouse gas emissions through projects that implement land use, housing, transportation, and agricultural land preservation practices to support infill and compact development within our rural environment.

Unfortunately, the basic structure of the draft program guidelines is largely inconsistent with rural transportation realities. Few rural areas will be eligible for funding under the Transit Oriented Development (TOD) project type category. Only limited rural areas on the fringe of major urban areas with access to High Speed Rail, Commuter or Light Rail, Bus Rapid Transit, or Express Bus service will qualify in that category.

The Integrated Connectivity Projects (ICP) category is only slightly more promising, because it still requires a transit linkage. Most rural areas have only limited public transit because of the inherent problem of low population densities and large travel distances and the costs associated with overcoming these obstacles. Even though in Mendocino County, Mendocino Transit Authority offers county-wide service, public transit cannot be provided everywhere in this county of 3,500 square miles because of cost considerations. Transit has to be concentrated within areas that are cost effective and meet minimum fare box revenue thresholds. We may well be able to identify a project qualifying under the ICP category of projects, but it is likely to be in the areas of Mendocino County that are already the best served. It may also not necessarily be the project of highest local priority. Section 102 of the guidelines states that the “AHSC Program is intended to fund integrated land use and transportation projects supporting low carbon transportation options through mode shift from single occupancy vehicles (SOV).” Tying the program strictly to one type of mode shift, transit, severely constrains the utility of the AHSC Program for agencies in rural California.

Funding availability for capital improvements is an ongoing issue in all rural counties. Mendocino County does not have a countywide transportation sales tax and has little prospect for achieving “Self Help” status in order to provide local funding. Mendocino County’s capital improvement program identifies extensive needs, but there are few local funding sources. Grant programs that provide the majority of capital funding for the proposed project provide the greatest utility. The funding limitation of the AHSC Program that will provide a maximum of only 50% of total transportation or transit-related and/or green infrastructure project costs effectively excludes most rural projects from the program.

There are at two least significant concerns regarding the AHSC application scoring process. First is that the application requires a great deal of data and documentation. This type and quantity of data is typically not available in most rural areas. Thus, rural agencies may find themselves in a competitive disadvantage due to funding and staffing constraints that may limit or preclude the agency’s ability to collect, compile and analyze data needed for a competitive AHSC application. The second concern is specific to the Greenhouse Gas (GHG) Based Score. Chart 3 indicates that the metrics for this component of scoring are to be developed pending Air Resources Board guidance. If the Air Resources Board subsequently determines that the metrics will be based on modeling, it will likely eliminate several rural areas from consideration. The number of rural counties that have developed countywide traffic models, and that have GHG modeling capability is likely to be very limited.

A Real World Example

Earlier this year, the Mendocino Council of Governments prepared a grant application for funding a project under the new Active Transportation Program (ATP), administered through the

California Transportation Commission (CTC). This new program shares several of the policy objectives of the AHSC Program. Notably, these are: improving transportation alternatives within disadvantaged communities, improving public health by providing active transportation alternatives, increasing the array of mobility options, and improving connectivity and accessibility to jobs, housing, and services. Our top local priority, the State Route 162 Corridor Multi-Purpose Trail Phase I project, competed successfully in the statewide competition, scoring over the 94th percentile among 771 funding applications. This project is within the community of Covelo, a very isolated area with local demographics that include a very high percentage of Native Americans and a very low median household income. In their report to the Commission, CTC staff highlighted this project as evidence that the ATP indeed had achieved geographic equity by funding projects in disparate regions of California.

I am mentioning the State Route 162 Corridor Multi-Purpose Trail Phase I project to illustrate that the current structure of the guidelines tends to exclude worthwhile projects in rural areas. This same project would not qualify under the draft AHSC Program. There is no transit linkage in Covelo. The nearest bus stop is in Willits, over 40 miles away. Furthermore, although the median household income in Covelo is only 43.82% of the statewide average, this community does not qualify as a disadvantaged community using the California Communities Environmental Health Screen Tool (receiving a CES Score of only 10.47) due to good ambient air quality. I acknowledge that the decision to apply the CalEnvironScreen tool has largely been made by the California Environmental Protection Agency for at least this first round of funding. However, this example highlights why it is important to design the program fairly - the CalEnvironScreen tool tends to put rural agencies at a competitive disadvantage.

I appreciate the opportunity to comment on the draft Affordable Housing and Sustainable Communities Program DRAFT Program Guidelines. As a former Chair of the Rural Counties Task Force and now the Vice-Chair of the North State Super Region, I believe that my comments on behalf of the Mendocino Council of Governments are fairly reflective of the viewpoint of many rural agencies.

Sincerely,



Phillip J. Dow, P.E.
Executive Director

Copies: Dan Gjerde, Chair, Mendocino Council of Governments
Dan Baxter, General Manager, Mendocino Transit Authority
Robert A. Scaglione, Executive Officer, Mendocino County Air Quality
Management District
Lisa Davey-Bates, Chair, North State Super Region
Jerry Barton, Chair, Rural Counties Task Force

MCOG
FY 2015/16 Transportation Planning Work Program
First Quarter Status Report
(July – September, 2015)

1. WORK ELEMENT 1: CURRENT PLANNING (MCOG)

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

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

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

PROBLEMS: None.

FUNDS:

Reporting Period	State (RPA)	Local (LTF)	Total Expenditures by Quarter
July 1 - Sept. 30			
MCOG	\$39,810.45	\$0.00	\$39,810.45
Consultants/Others	\$0.00	\$2,000.00	\$2,000.00
1st Quarter Expenditures	\$39,810.45	\$2,000.00	\$41,810.45
Total Expenditures	\$39,810.45	\$2,000.00	\$41,810.45
Total Allocation of Funds	\$128,000.00	\$2,250.00	\$130,250.00
Claimed by Percentage	31.1%	88.9%	32.1%

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

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

PROGRESS: Tasks included coordination and/or meeting attendance on various long range projects and/or Project Development Teams. Ongoing tasks include coordination on issues related to the Willits Bypass, and coordination with Caltrans, County, and Cities on long term transportation issues including Highway 101 Interchange issues, and local streets and road network. Additional tasks include review of SR 20 Transportation Concept Report, research and monitoring of transportation related legislation, and work on long term issues related to the Hopland Engineered Feasibility Study.

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

PROBLEMS: None.

FUNDS:

Reporting Period	State (RPA)	Total Expenditures by Quarter
July 1 - Sept. 30		
MCOG	\$9,639.69	\$9,639.69
1st Quarter Expenditures	\$9,639.69	\$9,639.69
Total Expenditures	\$9,639.69	\$9,639.69
Total Allocation of Funds	\$26,000.00	\$26,000.00
Claimed by Percentage	37.1%	37.1%

3. WORK ELEMENT 3: ACTIVE TRANSPORTATION PLAN DEVELOPMENT

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

PROGRESS: In the first quarter, MCOG staff began background work on development of the Active Transportation Plan, including researching requirements and reviewing other existing documents.

PRODUCT EXPECTED: Products that will be prepared in this project include the RFP, Consultant Contract, Draft and Final Reports. These products will provide the City of Willits with the basis for implementing safety and aesthetic improvements to the circulation system within the project area.

PROBLEMS: None.

FUNDS:

Reporting Period	State (RPA)	Local (LTF)	Total Expenditures by Quarter
July 1 - Sept. 30			
MCOG	\$4,045.83	\$0.00	\$4,045.83
1st Quarter Expenditures	\$4,045.83	\$0.00	\$4,045.83
Total Expenditures	\$4,045.83	\$0.00	\$4,045.83
Total Allocation of Funds	\$40,000.00	\$500.00	\$40,500.00
Claimed by Percentage	10.1%	0.0%	10.0%

4. Work Element 4 – Intentionally Left Blank**5. WORK ELEMENT 5: ZERO EMISSIONS VEHICLE (ZEV) REGIONAL READINESS PLAN, PH. 2 – Carryover (MCOG)**

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

PROGRESS: In June (*last quarter*) the consultant completed Public Outreach, and submitted all deliverables. (Task 2 completed) A progress meeting was held with the consultant in early August. (Task 1.3 progress) Field reviews were conducted for alternative locations identified during public outreach. In September, the Draft Feasibility Report was started, and the project manager met with the consultant to review a revised site list. (Task 3 progress) The fourth quarter Request for Reimbursement was submitted. (Task 5 progress) During the first quarter, staff continued to monitor funding opportunities for future implementation, and also presented a related educational talk and a public demonstration event.

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

PROBLEMS: None.

FUNDS:

Reporting Period	State (RPA Grant)	Total Expenditures by Quarter
July 1 - Sept. 30		
MCOG	\$0.00	\$0.00
Consultant	\$3,547.80	\$3,547.80
1st Quarter Expenditures	\$3,547.80	\$3,547.80
Total Expenditures	\$3,547.80	\$3,547.80
Total Allocation of Funds	\$8,900.00	\$8,900.00
Claimed by Percentage	39.9%	39.9%

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

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

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

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

PROBLEMS: None.

FUNDS:

Reporting Period	State (RPA)	Total Expenditures by Quarter
July 1 - Sept. 30		
Co. DOT	\$0.00	\$0.00
1st Quarter Expenditures	\$0.00	\$0.00
Total Expenditures	\$0.00	\$0.00
Total Allocation of Funds	\$66,000.00	\$66,000.00
Claimed by Percentage	0.0%	0.0%

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

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

PROGRESS: Tasks included ongoing coordination and monitoring of current STIP projects; providing assistance to local agencies; interaction and coordination with local agencies, Caltrans and CTC, including participating in regular project status meetings; preparation of required STIP forms and reports, invoicing and reporting for PPM funds. Staff also participated in statewide planning efforts regarding revisions to the STIP guidelines. Work this quarter also included preparations for the 2016 RTIP/STIP cycle, including working with local agencies to identify projects for delay.

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

PROBLEMS: None.

FUNDS:

Reporting Period	State (RPA)	State (PPM)	Local (LTF)	Total Expenditures by Quarter
July 1 - Sept. 30				
MCOG	\$5,555.96	\$0.00	\$0.00	\$5,555.96
1st Quarter Expenditures	\$5,555.96	\$0.00	\$0.00	\$5,555.96
Total Expenditures	\$5,555.96	\$0.00	\$0.00	\$5,555.96
Total Allocation of Funds	\$6,000.00	\$41,833.00	\$14,496.00	\$62,329.00
Claimed by Percentage	93%	0%	0%	9%

8. *Work Element 8 – Intentionally Left Blank*

9. *Work Element 9 – Intentionally Left Blank*

10. *Work Element 10 – Intentionally Left Blank*

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

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

PROGRESS: During the first quarter, the consultant (WRA), selected last quarter, completed a kick-off meeting with City staff and planned and prepared all materials for a new community workshop for the project. The project concept has been broadened to identify trail alignments for a web of transportation networks (bicycle, pedestrian, and multi-use) throughout Fort Bragg. The drop in workshop will be held on October 29, followed by a workshop with City Council that same date.

Previously reported progress: Over 150 people attended a community meeting about the project, with the audience equally split in favor/opposition to the project. At the conclusion of the meeting it was clear that the project would only be feasible if it is placed within public right of way or on property acquired by the City for this purpose. Staff conducted research and worked with GIS mapping to further explore trail alignment and management options that would address concerns expressed at the public workshop.

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

PROBLEMS: Input from the prior public workshop indicates that property owners have concerns about crime and nuisance conditions that may result from trail development and use. Staff spent time researching more feasible alignments, however, additional constraints have been identified.

FUNDS:

Reporting Period	State (PPM)	Local (LTF)	Total Expenditures by Quarter
July 1 - Sept. 30			
City of Fort Bragg	\$10,908.90	\$0.00	\$10,908.90
1st Quarter Expenditures	\$10,908.90	\$0.00	\$10,908.90
Total Expenditures	\$10,908.90	\$0.00	\$10,908.90
Total Allocation of Funds	\$28,113.00	\$46,400.00	\$74,513.00
Claimed by Percentage	38.80%	0.00%	14.64%

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

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

PROGRESS: No new progress was reported for this quarter. There has been a recent hire to the City's engineering division, with the new staff tasked to prepare the RFP (expected to be completed by the end of the next quarter). *Previously reported progress includes:* Preliminary work accomplished includes collection and review, by the City, of previous work. The proposed alternative route between Main Street (SR 1) and the harbor, via the dredge sands storage area, is under investigation in conjunction with the adjoining Coastal Trail project, a City project presently under construction.

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

PROBLEMS: Chronic staff shortages in the City's Engineering division have delayed progress.

FUNDS:

Reporting Period	Local (LTF)	Total Expenditures by Quarter
July 1 - Sept. 30		
City of Ft. Bragg (Cons.)	\$0.00	\$0.00
1st Quarter Expenditures	\$0.00	\$0.00
Total Expenditures	\$0.00	\$0.00
Total Allocation of Funds	\$55,770.00	\$55,770.00
Claimed by Percentage	0.0%	0.0%

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

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

PROGRESS: During the first quarter, the RFP was completed and distributed. Proposals are due October 30, 2015.

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

PROBLEMS: None, other than a delayed start.

FUNDS:

Reporting Period	State (PPM)	Total Expenditures by Quarter
July 1 - Sept. 30		
City of Willits (<i>Cons.</i>)	\$0.00	\$0.00
1st Qtr Expenditures	\$0.00	\$0.00
Total Expenditures	\$0.00	\$0.00
Total Allocation of Funds	\$65,000.00	\$65,000.00
Claimed by Percentage	0.0%	0.0%

14. WORK ELEMENT 14: TRAINING (MCOG)

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

PROGRESS: During the first quarter, MCOG staff attended a “Disadvantaged Business Enterprise (DBE) training workshop in Eureka, sponsored by Caltrans. (*Note: this work element is used for direct costs only; not staff time.*)

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

PROBLEMS: None.

FUNDS:

Reporting Period	Local (LTF)	Total Expenditures by Quarter
July 1 - Sept. 30		
MCOG	\$0.00	\$0.00
County/Cities/MTA	\$0.00	\$0.00
1st Quarter Expenditures	\$0.00	\$0.00
Total Expenditures	\$0.00	\$0.00
Total Allocation of Funds	\$20,088.00	\$20,088.00
Claimed by Percentage	0.0%	0.0%

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

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

PROGRESS: This carryover project was completed during the first quarter. The Final Report “Mendocino Transit Authority Bus Stop Review” (prepared by W-TRANS) was received by MCOG on October 5, 2015. Final invoice has not yet been received.

PRODUCT EXPECTED: RFP/procurement process documentation; drawings/maps/photos showing precise location of each stop as well as existing and suggested improvements (such as signs/poles, shelters/benches, concrete pads and access to the stops).

PROBLEMS: None.

FUNDS:

Reporting Period	Local (LTF)	Total Expenditures by Quarter
July 1 - Sept. 30	\$0.00	\$0.00
MTA (<i>Consultant</i>)	\$0.00	\$0.00
1st Quarter Expenditures	\$0.00	\$0.00
Total Expenditures	\$0.00	\$0.00
Total Allocation of Funds	\$13,114.00	\$13,114.00
Claimed by Percentage	0.0%	0.0%

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

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

PROGRESS: Work during the first quarter included day-to-day transportation planner duties related to bicycle, pedestrian, transit, and rail related activities; attendance at NCRA and MTA meetings; coordination and duties related to the State’s Active Transportation Program (ATP). Work on the Hopland Engineered Feasibility Study (complete streets activities) was charged to this work element after MCOG staff’s budget in that work element (W.E. 21) was expended last year. Duties also included monitoring LTF 2% Bike & Pedestrian program; local agency coordination/assistance, and non-motorized transportation related issues.

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

PROBLEMS: None.

FUNDS:

Reporting Period	State (RPA)	Total Expenditures by Quarter
July 1 - Sept. 30		
MCOG	\$6,741.52	\$6,741.52
1st Quarter Expenditures	\$6,741.52	\$6,741.52
Total Expenditures	\$6,741.52	\$6,741.52
Total Allocation of Funds	\$28,000.00	\$28,000.00
Claimed by Percentage	24.1%	24.1%

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

PURPOSE: *To reserve funds for PMP triennial update.*

FUNDS:

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

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

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

PROGRESS: During the first quarter, MCOG staff worked on miscellaneous GIS related duties, and worked with County Information Services staff to update GIS files and obtain some GPS points.

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

PROBLEMS: None.

FUNDS:

Reporting Period	Local (LTF)	Total Expenditures by Quarter
July 1 - Sept. 30		
MCOG	\$975.80	\$975.80
1st Quarter Expenditures	\$975.80	\$975.80
Total Expenditures	\$975.80	\$975.80
Total Allocation of Funds	\$5,600.00	\$5,600.00
Claimed by Percentage	17.4%	17.4%

19. WORK ELEMENT 19 - Intentionally left blank

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

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

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

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

PROBLEMS: None.

FUNDS:

Reporting Period	Local (LTF)	Total Expenditures by Quarter
July 1 - Sept. 30		
MCOG	\$695.80	\$695.80
1st Quarter Expenditures	\$695.80	\$695.80
Total Expenditures	\$695.80	\$695.80
Total Allocation of Funds	\$20,500.00	\$20,500.00
Claimed by Percentage	3.4%	3.4%

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

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

PROGRESS: During the first quarter, \$8,500 in LTF funding was added to this project (*through an OWP Amendment*) to fund a third community meeting (on September 10, 2015) in Hopland, to gather additional public input on a proposed roundabout in Hopland; and to fund a “drone” video demonstrating roundabout performance. The consultant team (led by W-TRANS) planned, advertised, and held the third community meeting; conducted the environmental assessment; finalized cost estimates, and completed the draft final report. MCOG and Caltrans staff reviewed and submitted comments on the draft report. Regular bi-weekly conference calls were held with the project team (MCOG, Caltrans, Consultant team). MCOG staff provided project management oversight, coordinated with the project team, attended meetings and teleconference and community events, reviewed draft products, processed invoices, and provided quarterly reports. The Final Report was accepted by MCOG on October 5, 2015, at the MCOG meeting in Hopland.

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

PROBLEMS: None.

FUNDS:

Reporting Period	Federal (SP&R)	Local (LTF)	Total Expenditures by Quarter
July 1 - Sept. 30			
MCOG	\$0.00	\$0.00	\$0.00
Consultant	\$27,977.53	\$8,067.26	\$36,044.79
1st Quarter Expenditures	\$27,977.53	\$8,067.26	\$36,044.79
Total Expenditures	\$27,977.53	\$8,067.26	\$36,044.79
Total Allocation of Funds	\$35,315.00	\$8,500.00	\$43,815.00
Claimed by Percentage	79.2%	94.9%	82.3%

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

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

PROGRESS: During the first quarter, MCOG staff completed and advertised the Request for Proposals (RFP) for consultant services. A thorough and time-consuming procurement process was undertaken consistent with Caltrans’ regulations. The RFP was widely advertised; however, only one proposal was received, and it was rejected as it did not meet the minimum requirements of the RFP. A Consultant Selection Committee (CSC) comprised of representatives from MCOG, Caltrans, and Health & Human Services Agency (HHS) staff participated in the review process. MCOG staff continued work on the required ATP detailed work plan; coordinated with Health & Human Services Agency (HHS) staff; and performed grant management duties, including invoicing and reporting. HHS staff worked on various tasks including coordination with MCOG staff, research, creating contact lists, meeting preparation, outreach to schools, meetings with various school staff, and grant time tracking and data entry.

PRODUCT EXPECTED: Press releases; staff recruitment; develop MOUs with schools; meeting participation; implementation plans & schedules; identify Safe Route to School liaisons; hold bike/pedestrian

events and trainings; community education & outreach; data collection of walking and biking rates; Safe Routes to School task force assistance; recruit high school students and initiate service learning; organize school contests; organize bike/walk groups; train crossing guards; review/make recommendations on school policies; develop and implement advocacy plan with law enforcement agencies; conduct community-based safety education; distribute educational information; hold summer bike rodeos/clinics; develop and distribute Safe Routes to School maps; and overall grant management including invoicing and reporting.

PROBLEMS: The first RFP process was unsuccessful, as the sole proposal received was rejected. The RFP was edited and re-issued in mid-October.

FUNDS:

Reporting Period	State (ATP)	Total Expenditures by Quarter
July 1 - Sept. 30		
MCOG	\$7,736.78	\$7,736.78
Consultants	\$5,507.90	\$5,507.90
1st Quarter Expenditures	\$13,244.68	\$13,244.68
Total Expenditures	\$13,244.68	\$13,244.68
Total Allocation of Funds	\$1,096,037.00	\$1,096,037.00

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

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

PROGRESS: During the fourth quarter, the consultant team (led by Caliper Corporation) continued work on model development and calibration, and began work on model validation and future year scenarios and analysis. Bi-weekly teleconference meetings were held with the consultant and project team (MCOG, Caltrans, County DOT, and City of Ukiah Public Works). MCOG staff worked on grant management, including fiscal and reporting duties.

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

PROBLEMS: None.

FUNDS:

Reporting Period	Federal (SP&R)	Local (LTF)	Total Expenditures by Quarter
July 1 - Sept. 30			
MCOG	\$2,161.09	\$0.00	\$2,161.09
Consultant	\$51,228.25	\$0.00	\$51,228.25
1st Quarter Expenditures	\$53,389.34	\$0.00	\$53,389.34
Total Expenditures	\$53,389.34	\$0.00	\$53,389.34
Total Allocation of Funds	\$161,981.00	\$250.00	\$162,231.00
Claimed by Percentage	33.0%	0.0%	32.9%

24. *Work Element 24 – Intentionally Left Blank*

25. *Work Element 25 – Intentionally Left Blank*

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

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

PROGRESS: During the first quarter, MCOG staff prepared an RFP for a consultant to conduct polling and focus groups. The RFP was distributed, with proposals due early in the second quarter. Staff also held a meeting with local agencies and a representative from the California Alliance for Jobs to discuss issues related to polling and ballot measures.

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

PROBLEMS: None.

FUNDS:

Reporting Period	State (RPA)	Local (LTF)	Total Expenditures by Quarter
July 1 - Sept. 30			
MCOG Staff	\$5,299.83	\$0.00	\$5,299.83
1st Quarter Expenditures	\$5,299.83	\$0.00	\$5,299.83
Total Expenditures	\$5,299.83	\$0.00	\$5,299.83
Total Allocation of Funds	\$14,622.00	\$59,900.00	\$74,522.00
Claimed by Percentage	36.2%	0.0%	7.1%

Total Expenditures - First Quarter

Summary of Funding Sources	Amount Programmed	1st Qtr Expenditures	2nd Qtr Expenditures	3rd Qtr Expenditures	4th Qtr Expenditures	Total Expenditures
Local LTF	\$247,368	\$11,738.86	\$0.00	\$0.00	\$0.00	\$11,738.86
State PPM*	\$186,076	\$10,908.90	\$0.00	\$0.00	\$0.00	\$10,908.90
State RPA/RPA Grant*	\$317,522	\$74,641.08	\$0.00	\$0.00	\$0.00	\$74,641.08
State ATP Grant*	\$1,096,037	\$13,244.68	\$0.00	\$0.00	\$0.00	\$13,244.68
Federal SP&R*	\$197,296	\$81,366.87	\$0.00	\$0.00	\$0.00	\$81,366.87
Totals	\$2,044,299	\$191,900.39	\$0.00	\$0.00	\$0.00	\$191,900.39
* Local funds were used to pay invoices, pending reimbursement						

*Prepared by L. Ellard
11/16/15*