



MENDOCINO COUNCIL OF GOVERNMENTS

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

STAFF REPORT

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

DATE PREPARED: 3/25/16

SUBMITTED BY: Loretta Ellard, Deputy Planner

MEETING DATE: 4/12/16

BACKGROUND:

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

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

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

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

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

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

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

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

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

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

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

* FY 2014/2015 carryover projects

TOTAL WORK PROGRAM SUMMARY

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

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

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

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

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

*FY 2014/2015 carryover projects

Reimbursement Rates Used For Calculating Days Programmed (estimate only)

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

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