



LAKE COUNTY/CITY AREA PLANNING COUNCIL

Lisa Davey-Bates, Executive Director
www.lakeapc.org

367 North State Street, Ukiah, CA 95482
Administration: Suite 204 ~ 707-234-3314
Planning: Suite 206 ~ 707-263-7799

LAKE COUNTY/CITY AREA PLANNING COUNCIL (APC)

AGENDA

DATE: Wednesday, October 2, 2019

TIME: 9:00

PLACE: City Council Chambers

225 Park Street

Lakeport, California

Caltrans-District 1

Teleconference

2460 6th Street

Eureka, California

Dial-in number: (877) 216-1555 / Access code: 249893

1. Call to Order/Roll Call
2. Adjourn to Policy Advisory Committee

PUBLIC EXPRESSION

3. Public input on any item under the jurisdiction of this agency, but which is not otherwise on the above agenda

CONSENT CALENDAR

4. Approval of August 7, 2019 Minutes

REGULAR CALENDAR

5. Discussion and Recommended Approval of the Second Amendment of the 2019/20 Overall Work Program (*Pedrotti*)
6. Discussion and Recommended Approval of the Second 2019/20 Lake APC Budget (*Pedrotti*)
7. Discussion of the Draft 2020 Regional Transportation Improvement Program (*Casey, Barrett*)

RATIFY ACTION

8. Adjourn Policy Advisory Committee and Reconvene as Area Planning Council
9. Consideration and Adoption of Recommendations of Policy Advisory Committee

REPORTS

10. Reports & Information
 - a. Lake APC Staff Summary of Meetings – Administration and Planning Services
 - b. Lake APC Planning Staff
 - i. Sustainable Communities Transportation Planning Grant Update (*Speka*)
 - ii. Strategic Partnerships Planning Grant Update (*Speka*)
 - iii. Miscellaneous
 - c. Lake APC Administration Staff
 - i. Next Meeting Date – **November 13, 2019 (Lower Lake)**
 - ii. Miscellaneous
 - d. Lake APC Directors
 - e. Caltrans
 - i. SR 29 Project Update
 - ii. Lake County Project Status Update

- iii. Miscellaneous
- f. Rural Counties Task Force
 - i. Next Meeting Date – **November 2, 2019 (Ukiah)**
- g. California Transportation Commission
 - i. Next Meeting Date – **October 9 – 10 (Modesto)**
- h. California Association of Councils of Governments (CalCOG)
 - i. CalCOG Directors Meeting – **November 7, 2019 (Sacramento)**
- i. Miscellaneous

ADJOURNMENT

PUBLIC EXPRESSION

Any member of the public may speak on any agenda item when recognized by the Chair for a time period, not to exceed 3 minutes per person and not more than 10 minutes per subject, prior to the Public Agency taking action on that agenda item.

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 Lake County/City Area Planning Council office at (707) 263-7799, at least 72 hours before the meeting.

ADDITIONS TO AGENDA

The Brown Act, Section 54954.2, states that the Board may take action on off-agenda items when:

- a) a majority vote determines that an “emergency situation” exists as defined in Section 54956.5, **or**
- b) a two-thirds vote of the body, or a unanimous vote of those present, determines that there is a need to take immediate action and the need for action arose after the agenda was legally posted, **or**
- c) the item was continued from a prior, legally posted meeting not more than five calendar days before this meeting.

CLOSED SESSION

If agendized, Lake County/City Area Planning Council 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: September 26, 2019

Attachments:

Agenda Item #4 – 8/7/19 Lake APC Draft Minutes

Agenda Item #5 – Staff Report & 2nd Amendment 2019/20 OWP

Agenda Item #6 – Staff Report & 2nd Amendment 2019/20 Lake APC Budget

Agenda Item #7 – Staff Report

Agenda Item #10a – Summary of Meetings



LAKE COUNTY/CITY AREA PLANNING COUNCIL

Lisa Davey-Bates, Executive Director
www.lakeapc.org

367 North State Street, Ukiah, CA 95482
Administration: Suite 204 ~ 707-234-3314
Planning: Suite 206 ~ 707-263-7799

LAKE COUNTY/CITY AREA PLANNING COUNCIL (APC) (DRAFT) MEETING MINUTES

Wednesday, August 7, 2019

Location: City of Lakeport
225 Park Street, Lakeport, California

Present

Bruno Sabatier, Supervisor, County of Lake
Moke Simon, Supervisor, County of Lake
Russ Cremer, City Council, City of Clearlake
Stacey Mattina, City Council Member, City of Lakeport
Chuck Leonard, Member at Large

Absent

Kenneth Parlet, Council Member, City of Lakeport
Russell Perdock, Council Member, City of Clearlake
Vacant Position, Member at Large

Also Present

Lisa Davey-Bates, Executive Director, Admin. Staff – Lake APC
Nephele Barrett, Planning Staff Lake APC
Alexis Pedrotti, Admin. Staff - Lake APC
James Sookne, Admin Staff – Lake APC
James Sookne, Admin Staff – Lake APC
John Speka, Planning Staff – Lake APC
Rex Jackman, Caltrans District 1 (Policy Advisory Committee - Teleconference)
Scott DeLeon, Public Works Director, County of Lake

1. Call to Order/Roll Call

Chair Mattina called the meeting to order at 9:44 a.m. Secretary, Alexis Pedrotti, called roll.
Members present: Sabatier, Simon, Cremer, Mattina, Leonard, and Jackman (PAC).

2. Adjourn to Policy Advisory Committee

Chair Mattina adjourned to the Policy Advisory Committee (PAC) at 9:44 a.m. to include Caltrans District 1 staff and allow participation as a voting member of the Lake APC.

3. PUBLIC EXPRESSION

None

CONSENT CALENDAR

4. Approval of June 12, 2019 Draft Minutes

Director Leonard made a motion to approve the June 12, 2019 (draft) minutes, as presented. The motion was

seconded by Director Cremer and carried unanimously.

Roll Call Vote: Ayes (5)-Directors Sabatier, Simon, Cremer, Mattina and Leonard; Noes (0); Abstain (1); Rex Jackman (PAC). Absent (3) – Director Parlet, Perdock, Vacant Member-at-Large.

REGULAR CALENDAR

5. Discussion and Recommended Approval of the First Amendment to the Lake Area Planning Council’s FY 2019/20 Overall Work Program (OWP)

Alexis Pedrotti referenced the staff report in the agenda packet. Alexis explained that the first amendment to the fiscal year 2019/20 work program incorporates carryover funding on several work elements from fiscal year 2018/19. Alexis said that in the final quarter of fiscal year 2018/19 administrative amendment staff exchanged several expiring funds, in the amount of \$64,077, to ensure APC would not lose those state funds. This fiscal year’s first amendment releases those funds. Alexis proposed that we put the funds into a work element 604, which is a reserve project element. The reserve account is for projects that we are not expecting, like the potential polling project. Alexis noted that there are a couple of projects in the works, however at this time we would like to put those funds into a reserve account. The FY 2019/20 work program first amendment will bring the total funding to \$1,086,795, which includes: Federal FTA Section 5304, SPR Strategic Partnership, Rural Planning Assistance (RPA), Sustainable Communities, SB1 Sustainable Communities, Local Transportation and Planning, Programming and Monitoring funding.

Director Leonard made a motion to approve the first Amendment to the Lake APC Fiscal Year 2019/20 Overall Work Program, as presented. The motion was seconded by Director Cremer and carried unanimously.

Roll Call Vote: Ayes (6) – Directors Sabatier, Simon, Cremer, Mattina, Leonard, and Rex Jackman (PAC); Noes (0); Abstain (0); Absent (3) – Director Parlet, Perdock, Vacant Member-at-Large

6. Discussion and Recommended Approval of the First Amendment of the Lake Area Planning Council’s FY 2019/20 Budget

Alexis reported that the first amendment to the Budget incorporates the carryover funds and any adjustments from the estimated final Budget that was presented in June. Alexis explained that it is necessary for the Lake APC Budget to be amended to reflect the planning funds identified in the first amendment of the OWP. Several grant funded projects have been carried over into the new fiscal year, including the Bus Passenger Facilities Plan, Lake County Pedestrian Facilities Needs Inventory and EFS, Eleventh Street Corridor Study and Hwy 20 North Shore Traffic Calming Plan and EFS. Alexis referenced the changes in the first amendment budget summary and noted that staff will bring back an additional amendment to the APC Board, because a couple of the general funds still need to be adjusted.

Director Sabatier made a motion to approve the first amendment to the Lake APC Budget, as presented. The motion was seconded by Director Simon and carried unanimously.

Roll Call Vote: Ayes (6) – Directors Sabatier, Simon, Cremer, Mattina, Leonard, and Rex Jackman (PAC); Noes (0); Abstain (0); Absent (3) – Director Parlet, Perdock, Vacant Member-at-Large

7. Resolution #19-20-9 Approving the Project List for FY 2019-20 for the California State of Good Repair Program

James explained that this is the same resolution that was presented at the Lake Transit Authority Board Meeting. He said that regional entity Lake Area Planning Council must approve and submit all proposed projects from LTA to Caltrans. James said that the Lake Area Planning Council is responsible for the State of Good Repair Program projects list and funds, therefore the Lake Area Planning Council Board needs to approve the project list for the State of Good Repair Program as well.

Director Cremer made a motion to approve Resolution #19-20-9 approving the Project List for FY 2019-20 for the California State of Good Repair Program, as presented. The motion was seconded by Director Sabatier and carried unanimously.

Roll Call Vote: Ayes (6)–Directors Sabatier, Simon, Sabatier, Cremer, Mattina, Leonard and Rex Jackman (PAC); Noes (0); Abstain (0); Absent (3) – Director Parlet, Perdock, Vacant Member-at-Large

RATIFY ACTION

8. Adjourn Policy Advisory Committee and Reconvene as Area Planning Council

Chair Mattina adjourned the Policy Advisory Committee at 10:20 a.m. and reconvened as the APC.

9. Consideration and Adoption of Recommendations of Policy Advisory Committee

Director Leonard made a motion to adopt the recommendations of the Policy Advisory Committee. The motion was seconded by Director Simon and carried unanimously.

Roll Call Vote: Ayes (6)–Directors Sabatier, Simon, Sabatier, Cremer, Mattina, Leonard and Rex Jackman (PAC); Noes (0); Abstain (0); Absent (3) – Director Parlet, Perdock, Vacant Member-at-Large

REPORTS

9. Reports & Information

a. Lake APC Staff Summary of Meetings –

The summary of meetings report was included for the boards review, staff was happy to answer any questions.

b. Lake APC Planning Staff

i. Sustainable Communities Transportation Planning Grant Update

John reported that the Bus Passing Facility Plan is in the final stages, and the draft project action plan should be available in the next couple of months. John said the Clearlake bus stop improvements include one new stop in Austin Park. The new bus stop is only about fifty feet away from the old bus stop and has a large turnout, which is also ADA Compliant.

John reported that the consultant will have a list of projects for the Lake County Pedestrian Facilities Needs Inventory project in about two weeks. John explained that there will be a list of ten projects for each the City of Lakeport, City of Clearlake and Lake County. John noted that initially we decided to have a list of ten projects for North Shore and South Shore, however, now list of twenty State right-of-way projects would be more beneficial. The consultant will have a presentation for the Board in November.

John stated that we are still in the public outreach phase of the Hwy 20 North Shore Traffic Calming Plan. The plan is focused on traffic calming measures, pedestrians and bicyclists safety for the North Shore communities like Nice, Lucerne, Glenhavn and Clearlake Oaks. Some of the potential improvements the consultant is looking into are crossing enhancements, pedestrian flashing beacons, medium refuge islands, wide right-of-way, curb extensions signing and striping, radar feedback signs and gateway designs to make drivers aware of the communities. John said that a big concern from the public feedback is that the center turn lane is used as a passing lane, because people want to pass the big trucks. John noted that we have a meeting scheduled with Caltrans and the consultant next week to discuss if we should consider a refuge islands in the turning lane and to get input on the project from Caltrans. Director Sabatier questioned if it's possible to restrict big trucks from using that segment of highway, trucks often turn over, residential housing and schools are right on the highway. he noted that the trucks are still going through highway 20 even though Highway 53 to Highway 29 is the designated route. Rex stated that he doesn't have a

definitive answer and currently the only restriction is that trucks with hazardous waste are prohibited, as a through route, on that segment of the highway. Rex said he would investigate if we can restrict trucks from using this segment as a through route. Lisa explained that one of the reasons for this project is to continue to do traffic calming measures, and road diets to slow down traffic in these areas, over time this will also help detour trucks from using this segment of the Highway. Rex agreed and added that over the last couple decades there has been a lot of traffic calming measures implemented on this stretch of the highway. We have been successful in making the North Shore a more walkable place, without any legal vehicle restrictions. The more traffic calming projects we can do that have the effect of slowing down traffic like the new crosswalks, sidewalks and the roundabouts. This will remind drivers of the communities and discourage the trucks from using this route. The Board discussed additional ways to slow traffic down.

John Speka reported that the Eleventh Street Corridor Study is in the public outreach phase. John explained that we are looking into possible ways to make Eleventh Street more multi-module friendly. Presently there are no bike lanes, and the narrow sidewalks that have power polls in them. The Consultant will consider a wide range of potential fixes. John noted we had a public outreach table at the Lakeport International Night Out to promote the project and the interactive mapping tool. Director Mattina asked if there are any mapping or a report on the project. John replied that we have received the draft of the existing conditions report, but we will soon have some renditions of those maps with the potential changes.

John announced that the Request for Proposals will go out in the next few weeks for the new planning grants; the Vehicle Miles Traveled (VMT) Regional Baseline Study, this study is to evaluate traffic impacts using standards based on VMT under the new California Environmental Quality Act (CEQA). The second is the Strategic Partnership Grant for the State Route 53 Corridor Local Circulation Study, this study will be a follow up to the 2011 State Route 53 Corridor Study. There is a need to update the State Route Corridor Study based on some of the conditions have changed, and the recommendations of 2011 study. The current study will analyze current and expected traffic patterns within the corridor and immediate surrounding areas. The improvements will include the intersection and the long-range goal will be to move in the direction of making it easier, safer, and smother for the trucks to use route 53 to 29.

c. Lake APC Administration Staff

- i. Next Meeting Date_– *September 11, 2019 (Lower Lake)*
- ii. Miscellaneous–

James Sookne announced that the 2020 STIP Fund Estimate for fiscal years 2023 through 2025, for Lake County was \$189,000. Currently \$108,000 of those funds have been dedicated Planning Programming & Monitoring. The remaining \$81,000 will be brought back to the Board later for formal action, where we will recommend not programming funding for projects for this cycle.

d. Lake APC Directors:

Nothing to report.

e. Caltrans

- i. Lake County Project Status:

Jamie Matteoli, Caltrans Project Manager, reported that Lake 29 Segment 2C that all the funding is in place, and all right of way is now secured. We will advertise for the construction contract in the middle of August, and we expect that to be approved by mid-December. The construction should begin in the spring. Jamie noted that AT&T

has started the utility relocations on the Northern end of the segment. The utilities will be in their own corridor, and when PG&E gets started in September there will be a lot of work doing miles of vegetation clearing.

Jamie reported that the Lake 175 Middletown project will widen shoulders and correct curves. He explained that we have begun work on the utilities clearing of trees through the dry creek to pudding creek area. Jamie reminded that we are mitigating for the loss of those trees. Director Simon said that there is one family that reached out to him regarding the turn close to his home he wanted to know if there will be a barrier on that turn. Jamie said that there is not a barrier on that turn. Director Simon stated that he will give Jamie his contact information, so he can talk to him directly. Director Sabatier wanted to know why fiber optic cables are not included in the Lake 29 expressway plan. Jamie said his understanding is that they didn't find a greater need for the optic cables in that area because there are other connections. he suggested that we have a larger conversation with Cathy, me and Heidi our broadband expert. Director Sabatier said we should include BARK (the subdivision of our economic development corporation here in Lake County) and he would make some calls to make that happen.

Cathy McKeon, Caltrans Project Manager for Lake County, Cathy announced that she wanted to make a few side comments regarding earlier conversations. The first comment was that she drives Highway 20 and she noticed that the trucks don't use the turnouts. Cathy suggested that one way to discourage trucks from using Highway 20 would be to express our concern with CHP and request they enforce the use the turnouts. Cathy stated that the second comment is that the Lake 29 project started before the new broadband state law which started in January 1, 2017. The Board discussed the draft Broadband Master Plan and reasons why the broadband companies wouldn't be interested in that area.

Cathy gave brief summary of Lake 29 2A & 2B projects. She noted that we are focusing on the frontage road designs, finalized the alignment and the profile for the main roadway. Caltrans is working with the County Department of Public Works on the freeway agreement for the frontage roads. Cathy stated that we are proceeding as if we are going to get the funding, we did not get the Nationally Significant Federal Lands and Tribal Projects (NFSLT) grant, or the INFRA grant. The SHOP funding cannot come into play until we have supplemental funding. We are working with headquarters on the limited STIP funds we do have.

Cathy reported that we are continuing to move forward on the Highway 20/53 project. There are some lighting and a utility pole location concerns from property owners on the frontage road by the Moose Lodge. Cathy noted that she will be around this week if Bruno wanted to discuss this further. Lisa asked Cathy for some pictures to put on our website we should elevate the work we are doing in Lake County. Cathy stated that the resident engineer is sending pictures to our public information officer, I will have him add you to the email.

Cathy discussed that we have some negative comments about the aesthetics of the roundabout in general. She stated that she believes that there is an agreement with the County and Caltrans that states that the County will maintain the roundabout on Hwy 20/29. She suggested that if the County wanted to take the lead and apply for an encroachment permit for supplemental landscaping setup.

Director Cremer asked if the County is responsible for the maintenance on the roundabouts. Cathy clarified that Caltrans does the maintenance in their current condition, but if the County wanted to beautify the landscape further, they can.

Cathy stated that otherwise Caltrans is focusing on safety, so this roundabout will be the same landscape as the other two roundabouts on this highway. She reported that there are cultural and concerns on the Hartmann roundabout project. She stated that Caltrans will be working with the county on the relinquishment. Lisa stated that she has received a lot of positive feedback on that roundabout. Cathy reported that the culvert projects around the lake are almost done except the one that is still underwater.

Director Cremer asked if there were any changes to the road maintenance on Highway 29/53, because it doesn't look mowed this year. Cathy stated that she would look it and get back to him. Director Sabatier said that he talked to Richard Sweeny regarding the maintenance, Richard said that with the late rain and then the July mechanical mowing cut off they had a short amount of time to do all the maintenance. Director Sabatier commended the Caltrans maintenance crew, they tried to get as much done as possible with little to no time and used weed eaters to do the offramps. Director Sabatier stated that he liked that Richard was available to discuss what his plans were, and he followed through with them. If we keep the communication open if the timeline is short again, we can outsource the work.

Scott DeLeon stated that the Nice/Lucerne cutoff is in conjunction with the roundabout Caltrans required the County to sign a MOU agreement to maintain the roundabout. Currently, we do a weed spray program for maintenance on that roundabout. Scott was excited to announce that the County was awarded their first SB 1 project. He noted that this project is a series of intersections on 11th Street, South Main Street, and Hwy 175 intersection on Soda Bay south of town. Scott reported that we are looking into another SB 1 funding project for a public/private partnership project. We're bringing in a consultant who specializes in cement treated pavement reclamation and then the County will do the double chip seal. We are working through a few challenges on the South Soda Bay Road acquisitions. Scott also reported that they are investigating the repair of the Hill Road slip out.

Director Cremer asked about the cost of the chip seal per mile and hoped that it would last longer than the other alternatives. Scott stated that its not as much as you would think, and he would figure out the cost and get back to him.

Lisa asked Scott what happened on the bridge on Nice/Lucerne cut off about two weeks ago. Scott stated that the winter high water flows in the Rodman Slough undermined the westerly headwall. The asphalt had bridged over the 6 to 8 inches hole in the headwall. The road was closed for 24 hours and they filled the hole until they could do the repair on the headwall.

Lisa asked Scott if there is an update South Main and Soda Bay project. Scott replied that they have right-of-way acquisition for about two thirds of the sixty property owners. If they can get the underground utilities done next summer, the road construction will follow soon after that.

ii. Miscellaneous

Rex announced that Caltrans District 1 has completed some interviews. The hiring process has been long, but they should have someone hired in the next month or so. Caltrans Staff will start providing better service on projects that staff works cooperatively on with Lake APC Staff.

Lisa announced that Phil Dow's Retirement Party is Thursday, September 26, 2019.

f. **Rural Counties Task Force**

i. Next Meeting Date – **September 27, 2019 (Ukiah)**

g. **California Transportation Commission**

i. Next Meeting Date – **August 14 – 15 (Bay Area)**

h. **California Association of Councils of Governments (CalCOG)**

i. CalCOG Directors Meeting – **November 7, 2019 (Sacramento)**

i. **Miscellaneous**

Nothing to report.

ADJOURNMENT

The meeting was adjourned by Chair Mattina at 11:02 a.m.

Respectfully Submitted,

DRAFT

Charlene Parker
Executive Assistant



LAKE COUNTY/CITY AREA PLANNING COUNCIL

STAFF REPORT

TITLE: 2019/20 (Proposed) OWP 2nd Amendment

DATE PREPARED: September 25, 2019

MEETING DATE: October 2, 2019

SUBMITTED BY: Alexis Pedrotti, Project Coordinator

BACKGROUND:

The APC reviewed and approved the Final Overall Work Program for FY 2019/20 on June 12, 2019, and the first Amendment to the OWP on September 11, 2019. Amendments are made to the Overall Work Program if funding modifications need to be done to any element of the OWP, including carryover adjustments from the previous year. Additionally, amendments could be necessary to include new grant funded projects or changes to a grant funded projects scope or schedule. Finally, a project or regional need may arise after the final OWP is developed where the local jurisdiction or APC Staff could request funding support through the OWP if funds are available. Since the approval of the first amendment, there have been two requests that have been discussed and supported by the Technical Advisory Committee, warranting a second amendment to the OWP. Requests are as follows:

Work Element 612: Countywide Technology Support Services

At the last Technical Advisory Committee (TAC) meeting on September 19th, Jeff Schwein, Green DOT Transportation Solutions, demonstrated his newly developed online Transportation Project Management database. Jeff has many years of experience in the field of transportation planning, and valuable knowledge and understanding of project management needs. Jeff and his team of programmers have focused much of their energy into developing a database to manage more construction and STIP related projects. However, more recently Lake APC staff met and collaborated with Jeff to create an online Overall Work Program management tracking tool.

Green DOT has begun preliminary database reconstruction to add a portal for incorporating the Overall Work Program management and tracking piece to the online database. This portal will allow staff to communicate and track projects online with local agencies. The local agencies will also be able to utilize all of the other functions of the database at any time. A preliminary cost estimate was provided to the TAC for discussion. Staff feels this portal will help to eliminate tracking spreadsheets and countless hours of manual data input.

At the September 19, 2019 Lake TAC meeting, members made a motion to support the development of an online project management tool if sufficient carryover funds were available and the Lake APC board members also supported the project.

Work Element 621: Transportation Voter Opinion Survey -County of Lake (Unincorporated Areas):

In May 2019, the Lake Technical Advisory Committee (TAC) participated in discussions surrounding the need for a Transportation Voter Opinion Survey that would be conducted in the unincorporated areas of Lake County. The Lake TAC Members made a motion to support the opinion survey if further details were provided and support by the Lake County Board of Supervisor's surrounding the project was verified. It was announced by Scott DeLeon at the September Lake TAC Meeting that the Lake County Board of Supervisors had voted in support of the polling efforts and would be requesting funding support from the APC. Due to time constraints, staff would propose moving forward with this polling project request under the second amendment (without taking this item back to the Lake TAC) to ensure adequate time is allotted to complete the project and allow for education for a transportation sales tax measure if that is the direction the Board of Supervisors decides to go.

I am requesting the Lake APC consider the recommended changes and take action to approve the 2019/20 OWP Second Amendment as proposed. A digital copy of the proposed 2nd amendment is provided for your review. Hard copies will be provided upon request.

ACTION REQUIRED:

Approve 2019/20 Work Program Second Amendment as proposed.

ALTERNATIVES:

Do not approve amended Work Program and provide alternative suggestions.

RECOMMENDATION:

Recommend APC Board approve the Second Amendment to the Overall Work Program at their regularly scheduled board meeting on October 2, 2019.

**LAKE COUNTY WORK PROGRAM
SUMMARY OF FUNDING SOURCES
BY WORK ELEMENT**

WE	Work Element Project Description	RPA	LTF	PPM	Other	Total
600	Regional Planning & Intergovernmental Coordination	\$ 129,500	\$ -	\$ -	\$ -	\$ 129,500
601	TDA Activities & Coordination	\$ -	\$ 40,320	\$ 2,616	\$ -	\$ 42,936
602	Transit Planning & Performance Monitoring	\$ 5,000	\$ -	\$ -	\$ -	\$ 5,000
603	Transit Passenger Survey (New)	\$ 30,000	\$ -	\$ -	\$ -	\$ 30,000
604	Lake County Project Reserve Funds	\$ -	\$ 18,000	\$ 190	\$ -	\$ 18,190
605	Federal & State Grant Preparation, Monitoring & Assistance	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000
606	Speed Zone Studies (New)	\$ 12,500	\$ -	\$ -	\$ -	\$ 12,500
607	Special Studies	\$ 30,500	\$ 10,000	\$ -	\$ -	\$ 40,500
608	Planning, Programming, & Monitoring	\$ 18,000	\$ -	\$ 10,000	\$ -	\$ 28,000
609	Eleventh Street Corridor Study <i>(Carryover)</i>	\$ -	\$ 12,996	\$ -	\$ 100,270	\$ 113,266
610	Active Transportation	\$ 10,000	\$ -	\$ -	\$ -	\$ 10,000
611	Pavement Management Program Inventory Update <i>(Carryover)</i>	\$ 6,500	\$ -	\$ -	\$ -	\$ 6,500
612	Technology Support Services	\$ 25,206	\$ 500	\$ -	\$ -	\$ 25,706
613	Transportation Information Outreach	\$ 2,000	\$ -	\$ -	\$ -	\$ 2,000
614	Countywide Sign Inventory Project <i>(Carryover)</i>	\$ 32,031	\$ -	\$ -	\$ -	\$ 32,031
615	Hwy 20 Northshore Traffic Calming Plan & EFS <i>(Carryover)</i>	\$ -	\$ 12,101	\$ -	\$ 93,397	\$ 105,498
616	Training	\$ -	\$ 2,116	\$ -	\$ -	\$ 2,116
617	State Route 53 Corridor Local Circulation Study (New)	\$ -	\$ 34,750	\$ -	\$ 139,000	\$ 173,750
618	LTA Bus Passenger Facilities Plan <i>(Carryover)</i>	\$ -	\$ 3,705	\$ -	\$ 28,599	\$ 32,304
619	L.C. Pedestrian Facility Needs Inventory & EFS <i>(Carryover)</i>	\$ -	\$ 6,239	\$ -	\$ 48,147	\$ 54,386
620	Vehicle Miles Traveled Regional Baseline Study (New)	\$ -	\$ 14,567	\$ -	\$ 112,433	\$ 127,000
621	Transportation Voter Opinion Survey (New)	\$ -	\$ -	\$ 45,612	\$ -	\$ 45,612
Total Funding Sources		\$ 351,237	\$ 155,294	\$ 58,418	\$ 521,846	\$ 1,041,183

**LAKE COUNTY WORK PROGRAM
SUMMARY OF FUNDING SOURCES BY CLAIMANT**

Local Transportation Fund (LTF)							
WE	WE Project Description	Lake DPW	Lakeport	Clearlake	APC Staff Consultant	Other	Total
601	TDA Activities & Coordination	\$ -	\$ -	\$ 2,000	\$ 33,640	\$ 4,680	\$ 40,320
604	Lake County Project Reserve	\$ -	\$ -	\$ -	\$ -	\$ 18,000	\$ 18,000
607	Special Studies	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ 10,000
609	Eleventh Street Corridor Study <i>(Carryover)</i>	\$ -	\$ -	\$ -	\$ 1,540	\$ 11,456	\$ 12,996
612	Technology Support Services	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ 500
615	Hwy 20 Northshore Traffic Calming Plan & EFS <i>(Carryover)</i>	\$ -	\$ -	\$ -	\$ 941	\$ 11,160	\$ 12,101
616	Training	\$ -	\$ -	\$ -	\$ 2,116	\$ -	\$ 2,116
617	State Route 53 Corridor Local Circulation Study (New)	\$ -	\$ -	\$ -	\$ 2,800	\$ 31,950	\$ 34,750
618	LTA Bus Passenger Facilities Plan <i>(Carryover)</i>	\$ -	\$ -	\$ -	\$ 510	\$ 3,195	\$ 3,705
619	L.C. Pedestrian Facility Needs Inventory & EFS <i>(Carryover)</i>	\$ -	\$ -	\$ -	\$ 532	\$ 5,707	\$ 6,239
620	Vehicle Miles Traveled Regional Baseline Study (New)	\$ -	\$ -	\$ -	\$ 1,549	\$ 13,018	\$ 14,567
Total LTF Funding by Claimant		\$ -	\$ -	\$ 12,000	\$ 43,628	\$ 99,666	\$ 155,294
Planning, Programming & Monitoring (PPM)							
WE	WE Project Description	Lake DPW	Lakeport	Clearlake	APC Staff Consultant	Other	Total
601	TDA Activities & Coordination	\$ -	\$ -	\$ -	\$ 2,616	\$ -	\$ 2,616
604	Lake County Project Reserve	\$ -	\$ -	\$ -	\$ -	\$ 190	\$ 190
608	Planning, Programming & Monitoring	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ 10,000
621	Transportation Voter Opinion Survey (New)	\$ -	\$ -	\$ -	\$ 5,612	\$ 40,000	\$ 45,612
Total PPM Funds by Claimant		\$ -	\$ -	\$ 10,000	\$ 8,228	\$ 40,190	\$ 58,418

Rural Planning Assistance (RPA)							
WE	WE Project Description	Lake DPW	Lakeport	Clearlake	APC Staff Consultant	Other	Total
600	Regional Plng & Intergovernmental Coordination	\$ -	\$ -	\$ 2,000	\$ 127,500	\$ -	\$ 129,500
602	Transit Planning & Performance Monitoring	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ 5,000
603	Transit Passenger Survey	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000
604	Lake County Project Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
605	Federal & State Grant Prep, Monitoring & Assit.	\$ 15,000	\$ -	\$ 5,000	\$ 30,000	\$ -	\$ 50,000
606	Speed Zone Studies - (New)	\$ -	\$ -	\$ -	\$ 12,500	\$ -	\$ 12,500
607	Special Studies	\$ -	\$ -	\$ -	\$ 30,500	\$ -	\$ 30,500
608	Planning, Programming & Monitoring	\$ -	\$ -	\$ -	\$ 18,000	\$ -	\$ 18,000
610	Active Transportation	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ 10,000
611	Pavement Management Program	\$ -	\$ -	\$ -	\$ -	\$ 6,500	\$ 6,500
612	Countywide Technology Support Services	\$ -	\$ -	\$ -	\$ -	\$ 25,206	\$ 25,206
613	Transportation Information Outreach	\$ -	\$ -	\$ -	\$ 2,000	\$ -	\$ 2,000
614	Countywide Sign Inventory Project (Carryover)	\$ -	\$ -	\$ -	\$ 2,877	\$ 29,154	\$ 32,031
Total RPA Funding by Claimant		\$ 15,000	\$ -	\$ 7,000	\$ 238,377	\$ 90,860	\$ 351,237

Other Funding: (Awarded Grants)							
WE	WE Project Description	Lake DPW	Lakeport	Clearlake	APC Staff Consultant	Other	Total
609	Eleventh Street Corridor Study (Carryover)	\$ -	\$ -	\$ -	\$ 11,851	\$ 88,419	\$100,270
615	Hwy 20 Northshore Traffic Calming Plan & EFS (Carryover)	\$ -	\$ -	\$ -	\$ 7,266	\$ 86,131	\$93,397
617	State Route 53 Corridor Local Circulation Study (New)	\$ -	\$ -	\$ -	\$ 11,200	\$ 127,800	\$139,000
618	LTA Bus Passenger Facilities Plan (Carryover)	\$ -	\$ -	\$ -	\$ 3,943	\$ 24,656	\$28,599
619	L.C. Pedestrian Facility Needs Inventory & EFS (Carryover)	\$ -	\$ -	\$ -	\$ 4,105	\$ 44,042	\$48,147
620	Vehicle Miles Traveled Regional Baseline Study (New)	\$ -	\$ -	\$ -	\$ 11,951	\$ 100,482	\$112,433
Total Funds by Claimant		\$0	\$0	\$0	\$50,316	\$471,530	\$521,846

Total Funds Available: \$1,086,795

**LAKE COUNTY WORK PROGRAM
SUMMARY OF EXPENDITURES BY WORK ELEMENT**

WE	Title	Lake DPW	Lakeport	Clearlake	APC Staff Consultant	Other	Total Costs
600	Regional Planning & Intergovernmental Coordination	\$ -	\$ -	\$ 2,000	\$127,500	\$ -	\$ 129,500
601	TDA Activities & Coordination	\$ -	\$ -	\$ 2,000	\$ 36,256	\$ 4,680	\$ 42,936
602	Transit Planning & Performance Monitoring	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ 5,000
603	Transit Passenger Survey (New)	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000
604	Lake County Project Reserve Funds	\$ -	\$ -	\$ -	\$ -	\$ 18,190	\$ 18,190
605	Federal & State Grant Preparation, Monitoring & Assistance	\$ 15,000	\$ -	\$ 5,000	\$ 30,000	\$ -	\$ 50,000
606	Speed Zone Studies - (New)	\$ -	\$ -	\$ -	\$ 12,500	\$ -	\$ 12,500
607	Special Studies	\$ -	\$ -	\$ 10,000	\$ 30,500	\$ -	\$ 40,500
608	Planning, Programming, & Monitoring	\$ -	\$ -	\$ 10,000	\$ 18,000	\$ -	\$ 28,000
609	Eleventh Street Corridor Study <i>(Carryover)</i>	\$ -	\$ -	\$ -	\$ 13,391	\$ 99,875	\$ 113,266
610	Active Transportation	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ 10,000
611	Pavement Management Program	\$ -	\$ -	\$ -	\$ -	\$ 6,500	\$ 6,500
612	Technology Support Services	\$ -	\$ -	\$ -	\$ -	\$ 25,706	\$ 25,706
613	Transportation Information Outreach	\$ -	\$ -	\$ -	\$ 2,000	\$ -	\$ 2,000
614	Countywide Sign Inventory Project <i>(Carryover)</i>	\$ -	\$ -	\$ -	\$ 2,877	\$ 29,154	\$ 32,031
615	Hwy 20 Northshore Traffic Calming Plan & EFS <i>(Carryover)</i>	\$ -	\$ -	\$ -	\$ 8,207	\$ 97,291	\$ 105,498
616	Training	\$ -	\$ -	\$ -	\$ 2,116	\$ -	\$ 2,116
617	State Route 53 Corridor Local Circulation Study (New)	\$ -	\$ -	\$ -	\$ 14,000	\$ 159,750	\$ 173,750
618	LTA Bus Passenger Facilities Plan <i>(Carryover)</i>	\$ -	\$ -	\$ -	\$ 4,453	\$ 27,851	\$ 32,304
619	L.C. Pedestrian Facility Needs Inventory & EFS <i>(Carryover)</i>	\$ -	\$ -	\$ -	\$ 4,637	\$ 49,749	\$ 54,386
620	Vehicle Miles Traveled Regional Baseline Study (New)	\$ -	\$ -	\$ -	\$ 13,500	\$ 113,500	\$ 127,000
621	Transportation Voter Opinion Survey (New)	\$ -	\$ -	\$ -	\$ 5,612	\$ 40,000	\$ 45,612
Totals		\$ 15,000	\$ -	\$ 29,000	\$340,549	\$702,246	\$1,086,795

WORK ELEMENT 612 – COUNTYWIDE TECHNOLOGY SUPPORT SERVICES

PURPOSE: To provide support services to agencies within Lake County involved with the roadway transportation system, aviation, bike/pedestrian, and transit planning in agreement with the Lake County RTP goals and objectives. Supported agencies may include: Area Planning Council (APC); Lake Transit Authority (LTA); cities of Lakeport and Clearlake, County of Lake, Caltrans (including Division of Aeronautics).

PREVIOUS WORK: Development of countywide roads database, accident database, culvert, sign and bridge inventories, speed zone/accident databases, bus stop & shelters database.

TASKS: Technology support services may include the following:

1. GIS Collection, input and manipulation of geographic information. (City of Clearlake, City of Lakeport, and Consultant: Ongoing)
2. GIS Facilitation and coordination of interagency and interdepartmental sharing of data. (APC Staff: Ongoing)
3. Assist in the development of GIS applications. (APC Staff, City of Clearlake, and City of Lakeport: Ongoing)
4. Provide multimedia support for public presentations. (APC Staff: Ongoing)
5. Conduct spatial analyses. (APC Staff: As needed)
6. Provide training and attend GIS related meetings. (APC Staff, Local Agencies, Consultant/Others: As needed)
7. Purchase software upgrades, hardware and annual maintenance licenses to ensure compatibility of products with other agencies and consultants. (City of Clearlake, City of Lakeport, APC Staff)
8. Development, deployment and maintenance of a transportation planning web-based system to be used for tracking, managing and reporting the annual Overall Work Program, as well as managing other state and federal programs, such as the State Transportation Improvement Program, Regional Improvement Transportation Program, Road Repair and Accountability Act and various grant programs. The goal is to create a system that will coordinate with reporting requirements and reduce duplicity in reporting and documentation. (Consultant: October – December 2019)

PRODUCTS: Regional Transportation Plan/GIS Integration; Wine-Country Inter-Regional Partnership; Speed Zone Studies/Accident Analysis; Call Box Locations Database; Regional Bikeway Plan/GIS Integration, roadways database; Pathway/Multi-Use trails database; sign inventory databases; Pavement Management Program/GIS Integration, etc.

FUNDING SOURCES AND AGENCY PARTICIPATION:

Responsible Agency	Approx. Person Days	Budget	Fiscal Year	Funding Source
Consultant		\$25,206	18/19	RPA
Direct Costs	N/A	\$500	19/20	LTF
TOTAL:		\$25,706		

WORK ELEMENT 621 – TRANSPORTATION VOTER OPINION SURVEY – COUNTY OF LAKE - UNINCORPORATED AREAS (NEW)

PURPOSE: To provide research, conduct voter opinion assessments, which may include polling or other methods to determine voter opinion regarding transportation maintenance and improvement needs and funding preferences of a transportation sales tax (for street and road preservation) initiative for the Unincorporated Areas of Lake County.

PREVIOUS WORK: Lake APC's Overall Work Program has funded triennial updates for local agencies' Pavement Management Program since FY 2004/05. The results of the PMP have demonstrated the need for additional funding for road maintenance.

Lake APC's FY 2001/2002 Overall Work Program included a "Voter Opinion Survey" project to conduct a voter opinion survey on transportation needs and funding. Polling results were subsequently used to support successful transportation sales tax measures in Lake County.

TASKS:

1. Develop and Distribute Request for Proposals. (APC Staff: November – December 2019)
2. Form Consultant Selection Committee to evaluate proposals. Meet with the committee and select consultant based on evaluation criteria contained in the RFP. (APC Staff: December 2019)
3. Based on the Selection Committee's recommendation, work with the consultant to prepare and execute a contract. (APC Staff: December 2019)
4. Conduct a kick-off meeting with the consultant. (APC Staff and Consultant: December 2019)
5. Development of the questionnaire to be distributed via multiple outreach methods to be used in transportation polling. (APC Staff and Consultant: January 2020)
6. Perform a full pre-test of the questionnaire and consultation of the pre-test. (APC Staff and Consultant: January 2020)
7. Conduct polling and tabulate data. (Consultant: January – March 2020)
8. Analyze data in consultation with regional and local agency. (Consultant and APC Staff: March 2020)
9. Prepare a report with recommendations based on data analysis. Present results and recommendations to the Lake County Board of Supervisors. (Consultant and APC Staff: April 2020)
10. Work with the County of Lake to complete Expenditure Plans based on polling results. (Consultant and APC Staff: April 2020)
11. Provide supporting materials and background information for potential ballot measure, as needed, make educational presentations as needed. (Consultant and APC Staff: April 2020)
12. Make educational presentations to service and community groups as needed. (Lake APC: May 2020)
13. Project Management. (APC Staff: Ongoing)

PRODUCTS:

Products may include: Consultant Selection Committee meeting notes; kick-off meeting agenda and meeting notes; polling questionnaires, voter opinion assessment data and analysis, report with recommendations, presentation to Lake County Board of Supervisors, Expenditure Plans, supporting material, revenue projections, background information, educational presentations, invoice processing and quarterly reports.

FUNDING SOURCES AND AGENCY PARTICIPATION:

Responsible Agency	Approx. Person Days	Budget	Fiscal Year	Funding Source
APC Staff	7	\$5,612.00	18/19	PPM
Consultant	27	\$27,384	19/20	PPM
	13	\$12,616	18/19	PPM
TOTAL:	47	\$45,612		



LAKE COUNTY/CITY AREA PLANNING COUNCIL

STAFF REPORT

TITLE: Lake APC's 2019/20 2nd Budget Amendment

DATE PREPARED: September 25, 2019

MEETING DATE: October 2, 2019

SUBMITTED BY: Alexis Pedrotti, Project Coordinator

BACKGROUND:

The first amendment to the FY 2019/20 Lake APC Budget was submitted and approved at the August 8, 2019 Board Meeting. It is common to see an amendment or two to the Lake APC Budget in the first few months of the new fiscal year. At the close of the fiscal year many accounts have unprocessed claims and adjustments that must be incorporated into the new fiscal year. The amendment allows for carryover funds to be captured and adjustments be made to preliminary estimates provided in the final.

The first amendment (column dated 8/7/19) approved in August identified funding adjustments made only to the Overall Work Program (OWP). The proposed second amendment (column dated 10/2/19) includes further carryover adjustments from the previous fiscal year. Adjustments are made to each line item of the adopted 2019/20 Lake APC Budget. It is necessary for the budget to be amended to stay consistent with planning funds identified in the OWP, as well as all other funding sources that are administered in the Lake APC's Budget.

If there are questions, I'd be happy to answer them.

ACTION REQUIRED:

Approval of 2nd amendment to the Lake APC Budget incorporating carryover balances and remaining unallocated funds from 2019/20.

ALTERNATIVES:

None identified.

RECOMMENDATION:

Approval of 2nd amendment to the Lake APC Budget incorporating carryover balances and remaining unallocated funds from 2019/20.



LAKE COUNTY/CITY AREA PLANNING COUNCIL
FY 2019/20
2ND AMENDED - BUDGET SUMMARY

REVENUES

COMMENTS:

	Budget				Actual				Year-to-Date Total		
	Adopted:	Amended: 8/7/19	Amended: 10/2/19		Actual	1st Qtr	2nd Qtr	3rd Qtr			4th Qtr
LOCAL:											
Local Transportation Funds (LTF)											
Local Transportation Funds (LTF) Estimated-2019/20	\$ 1,561,560	\$ -	\$ -	\$ -	\$ 1,561,560					\$0.00	Estimated 2019/20 Revenues based on a 5.763% increase
LTF Prior-Year Unallocated LTF Revenue	\$ -	\$ -	\$ -	\$ -	\$ -						
LTF Carry-Over from 2018/19 Work Program	\$ 37,393	\$ 18,584	\$ -	\$ -	\$ 55,977						2018/19 actual carryover amount.
LTF Carry-Over from 2018/19 LTA Allocation	\$ -	\$ -	\$ -	\$ -	\$ -						No carryover amount available for 2018/19.
LTF Carry-over -2% Bike & Ped - 2018/19 Allocation	\$ -	\$ -	\$ 154,626	\$ -	\$ 154,626						Lakeport Balance = \$15,000 + County Balance = \$51,181 + Available Balance = \$88,444.55
LTF Carry-over - Administration - 2018/19 Allocation	\$ -	\$ -	\$ 31,854	\$ -	\$ 31,854						
LTF Carry-over -5% CTSA- 2018/19 Allocation	\$ -	\$ -	\$ 134,490	\$ -	\$ 134,490						These funds will be allocated to Lake Links as the re-designated CTSA.
LTF Carry-Over - Exec Directors Reserve 2018/19	\$ -	\$ -	\$ 668,854	\$ -	\$ 668,854						Reserve Account Balance = \$368,854. \$300,000 loan to be re-paid from LTA.
LTF Carry-Over - OWP Planning Reserve Account	\$ -	\$ -	\$ 12,250	\$ -	\$ 12,250						
Total Local Transportation Funds:	\$ 1,598,953	\$ 18,584	\$ 1,002,074	\$ -	\$ 2,619,611						
Total Local Revenues:	\$ 1,598,953	\$ 18,584	\$ 1,002,074	\$ -	\$ 2,619,611						
STATE:											
Planning Programming & Monitoring (PPM) Funds											
Planning Programming & Monitoring (PPM) Funds-2019/20	\$ 40,000	\$ -	\$ -	\$ -	\$ 40,000						
PPM Carry-Over Funds from 2018/19 Work Program	\$ -	\$ 18,418	\$ -	\$ -	\$ 18,418						2018/19 actual carryover amount.
Total PPM Funds:	\$ 40,000	\$ 18,418	\$ -	\$ -	\$ 58,418						
Rural Planning Assistance Funds (RPA)											
Rural Planning Assistance (RPA) Funds programmed in 2019/20	\$ 294,000	\$ -	\$ -	\$ -	\$ 294,000						2018/19 Allocation
RPA Carryover Funds from 2018/19 OWP	\$ -	\$ 57,237	\$ -	\$ -	\$ 57,237						2018/19 actual carryover amount.
Total RPA Funds:	\$ 294,000	\$ 57,237	\$ -	\$ -	\$ 351,237						
State Transit Assistance (STA) Funds											
STA Allocation to Lake Transit Authority	\$ 670,644	\$ -	\$ -	\$ -	\$ 670,644						2019/20 STA Alloc. - Allocation based on preliminary estimate. 1/2019
STA Carry-Over to Lake Transit Authority 2018/19	\$ -	\$ -	\$ 40	\$ -	\$ 40						2018/19 carryover amount.
Total STA Funds:	\$ 670,644	\$ -	\$ 40	\$ -	\$ 670,684						
State of Good Repair (SGR) Program Funds											
State of Good Repair Program Allocation 2019/20	\$ 93,430	\$ -	\$ -	\$ -	\$ 93,430						2019/20 SGR Alloc. - Allocation based on estimate - Jan 2019.
State of Good Repair Program Carryover	\$ -	\$ -	\$ 105,340	\$ -	\$ -						2018/19 actual carryover amount.
Total SGR Funds:	\$ 93,430	\$ -	\$ 105,340	\$ -	\$ 93,430						
State Highway Account - Sustainable Communities Grant											
Eleventh Street Corridor Study (WE 609) - FY 2018/19 Carryover	\$ 97,383	\$ 2,887	\$ -	\$ -	\$ 100,270						2018/19 estimated carryover amounts will be refiled in the Final
Hwy 20 NS Traffic Calming Plan & EFS (WE 615) -FY18/19 Carryover	\$ 95,612	\$ (2,215)	\$ -	\$ -	\$ 93,397						2018/19 estimated carryover amounts will be refiled in the Final
SR 53 Corridor Local Circulation Study (WE 617)	\$ 139,000	\$ -	\$ -	\$ -	\$ 139,000						Caltrans Award letter dated May 2019.
Total SHA Funds:	\$ 331,995	\$ 672	\$ -	\$ -	\$ 332,667						
Total State Revenues:	\$ 1,430,069	\$ 76,327	\$ 105,380	\$ -	\$ 1,506,436						
FEDERAL:											
Regional Surface Transportation Program (RSTP)											
RSTP Local Agency Distribution (2019/20):	\$ 656,399	\$ -	\$ -	\$ -	\$ 656,399						Passes through to cities/County
RSTP Carryover (2018/19):	\$ -	\$ -	\$ 276,251	\$ -	\$ 276,251						Apportionment for FY 2018/19. Allocation will be received in 2019/20
Total RSTP Funds for Distribution:	\$ 656,399	\$ -	\$ 276,251	\$ -	\$ 932,650						2018/19 carryover amount.
FTA Section 5304 - Sustainable Communities											
LTA Bus Passenger Facilities Plan (WE 618) FY 2018/19 Carryover	\$ 47,806	\$ (19,207)	\$ -	\$ -	\$ 28,599						2018/19 actual carryover amount.
L.C Ped Facility Needs Inventory & EFS (WE 619) FY 2018/19 Carryover	\$ 47,806	\$ 341	\$ -	\$ -	\$ 48,147						2018/19 actual carryover amount.
VMT Regional Baseline Study (WE 620) - NEW	\$ 112,433	\$ -	\$ -	\$ -	\$ 112,433						Caltrans Award letter dated May 2019.
Total FTA 5304 Funds:	\$ 208,045	\$ (18,866)	\$ -	\$ -	\$ 189,179						
5311 Federal Funds - FFY 2019	\$ -	\$ -	\$ 370,443	\$ -	\$ 370,443						FFY 2019-Regional Apportionment to LTA
Total Federal Revenues:	\$ 864,444	\$ (18,866)	\$ 646,694	\$ -	\$ 1,121,829						
GRAND TOTAL REVENUES	\$ 3,893,466	\$ 76,045	#####	\$ -	\$ 5,247,876						

ALLOCATIONS

COMMENTS:

	Budget					Actual				Year-to-Date Total		
	Adopted:	Adjustment	Adjustment	Adjustment	Estimated	Actual	1st Qtr	2nd Qtr	3rd Qtr			4th Qtr
LOCAL:												
Local Transportation Funds (LTF)												
Administration Breakdown:												
<i>DBC Contract (July 1, 2019 to Sept 30, 2019)</i>	\$ 121,943	\$ -	\$ -	\$ -	\$ -	121,943						July 1, 2019 to September 30, 2019 based on current DBC contract.
<i>DBC Contract Extension (Oct 1, 2019 to Sept 30, 2020)</i>	\$ 381,428					381,428						Contract Ext October 1, 2019 to September 30, 2020 = \$608,570
<i>Board Member Reimbursement for Meetings</i>	\$ 4,000	\$ -	\$ -	\$ -	\$ -	4,000						(Oct to June = \$381,427.56) *Includes LTA Administration
<i>Training/Travel Expenses (uncontracted)</i>	\$ 2,500	\$ -	\$ -	\$ -	\$ -	2,500						\$50 per diem reimbursement to board members for meeting attendance
<i>Lake County Auditor/Controller</i>	\$ 6,000	\$ -	\$ -	\$ -	\$ -	6,000						Covers expenses for training/travel not included in contract or work program.
<i>Fiscal Audit</i>	\$ 9,700	\$ -	\$ -	\$ -	\$ -	9,700						Accounting services by the County of Lake Auditor's Office
<i>Performance Audit</i>	\$ -	\$ -	\$ -	\$ -	\$ -	-						Annual requirement of TDA to audit LTF funds
<i>Membership Dues -Ca/COG, NARC, NSSR</i>	\$ 5,000	\$ -	\$ -	\$ -	\$ -	5,000						Facilitates communication between COGs, local officials, state/federal agencies & public
<i>Contingency</i>	\$ 6,000	\$ -	\$ -	\$ -	\$ -	6,000						Unexpected costs beyond typical annual LTF expenses
Total 2019/20 Administration Allocations	\$ 536,571	\$ -	\$ -	\$ -	\$ -	536,571						
LTF Carry-Over - Administration - 2018/19 Allocation	\$ -	\$ -	\$ 31,854	\$ -	\$ -	31,854						Actual Admin. Reserve Carryover for 2018/19.
Bicycle and Pedestrian Reserve Fund	\$ 20,500	\$ -	\$ -	\$ -	\$ -	20,500						2% LTF Allocation for Bike and Pedestrian Purposes
LTF Carry-over -2% Bike & Ped - 2018/19 Allocation	\$ -	\$ -	\$ 154,626	\$ -	\$ -	154,626						Lakeport Balance = \$15,000 + County Balance = \$51,181 + Available Balance = \$88,444.55
LTF 2019/20 Work Program Allocation	\$ 99,317	\$ -	\$ -	\$ -	\$ -	99,317						
LTF Carry-Over from 2018/19 Work Program	\$ 37,393	\$ 18,584	\$ -	\$ -	\$ -	55,977						2018/19 actual carryover amount.
LTF (Article 4.5) 5% Allocation to CTSA - 2019/20	\$ 51,249	\$ -	\$ -	\$ -	\$ -	51,249						
LTF Carry-over -5% CTSA- 2018/19 Allocation	\$ -	\$ -	\$ 134,490	\$ -	\$ -	134,490						These funds will be allocated to Lake Links as the re-designated CTSA.
LTF Allocation to Lake Transit Authority 2019/20	\$ 853,923	\$ -	\$ -	\$ -	\$ -	853,923						
LTF Carry-Over from 2018/19 LTA Allocation	TBD	\$ -	\$ -	\$ -	\$ -	-						Carryover amount to be determined
LTF Reserve Accounts												
LTF Carry-Over - Exec Directors Reserve 2018/19	\$ -	\$ -	\$ 668,854	\$ -	\$ -	668,854						Executive Directors Reserve Account Balance
LTF Carry-Over - OWP Planning Reserve Account	\$ -	\$ -	\$ 12,250	\$ -	\$ -	12,250						
Total LTF Allocations:	\$ 1,598,953	\$ 18,584	\$ 1,002,074	\$ -	\$ -	2,619,611						
Total Local Allocations:	\$ 1,598,953	\$ 18,584	\$ 1,002,074	\$ -	\$ -	2,619,611						
STATE:												
Planning Programming & Monitoring (PPM) Funds												
Planning Programming & Monitoring (PPM) Funds	\$ 40,000	\$ -	\$ -	\$ -	\$ -	40,000						2018/19 PPM Allocation Amount
PPM Carry-Over from 2018/19 Work Program	\$ -	\$ 18,418	\$ -	\$ -	\$ -	18,418						2018/19 actual carryover amount.
Total PPM Allocations:	\$ 40,000	\$ 18,418	\$ -	\$ -	\$ -	58,418						
Rural Planning Assistance Funds (RPA)												
Rural Planning Assistance (RPA) Funds programmed in 2019/20	\$ 294,000	\$ -	\$ -	\$ -	\$ -	294,000						
RPA Carryover Funds from 2018/19 OWP	\$ -	\$ 57,237	\$ -	\$ -	\$ -	57,237						2018/19 actual carryover amount.
Total RPA Funds:	\$ 294,000	\$ 57,237	\$ -	\$ -	\$ -	351,237						
State Transit Assistance (STA) Funds												
STA Allocation to Lake Transit Authority	\$ 670,644	\$ -	\$ -	\$ -	\$ -	670,644						2019/20 STA Alloc. - Allocation based on preliminary estimate. 1/2019
STA Carry-Over to Lake Transit Authority 2018/19	\$ -	\$ -	\$ 40	\$ -	\$ -	40						2018/19 carryover amount.
Total STA Funds:	\$ 670,644	\$ -	\$ 40	\$ -	\$ -	670,684						
State of Good Repair (SGR) Program Funds												
State of Good Repair Program Allocation 2019/20	\$ 93,430	\$ -	\$ -	\$ -	\$ -	93,430						2019/20 SGR Alloc. - Allocation based on estimate - Jan 2019.
State of Good Repair Program Carryover	\$ -	\$ -	\$ 105,340	\$ -	\$ -	-						2018/19 actual carryover amount.
Total SGR Funds:	\$ 93,430	\$ -	\$ 105,340	\$ -	\$ -	93,430						
State Highway Account - Sustainable Communities Grant												
Eleventh Street Corridor Study (WE 609) - FY 2018/19 Carryover	\$ 97,383	\$ 2,887	\$ -	\$ -	\$ -	100,270						2018/19 estimated carryover amount. Actual Carryover will be adjusted in the 1st Amendment.
Hwy 20 NS Traffic Calming Plan & EFS (WE 615) -FY18/19 Carryover	\$ 95,612	\$ (2,215)	\$ -	\$ -	\$ -	93,397						2018/19 estimated carryover amount. Actual Carryover will be adjusted in the 1st Amendment.
SR 53 Corridor Local Circulation Study (WE 617) - NEW	\$ 139,000	\$ -	\$ -	\$ -	\$ -	139,000						Caltrans Award letter dated May 2019.
Total SHA Funds:	\$ 331,995	\$ 672	\$ -	\$ -	\$ -	332,667						
Total State Allocations:	\$ 1,430,069	\$ 76,327	\$ 105,380	\$ -	\$ -	1,506,436						
FEDERAL:												
Regional Surface Transportation Program (RSTP)												
RSTP Local Agency Distribution (2019/20):	\$ 656,399	\$ -	\$ -	\$ -	\$ -	656,399						2019/20 Actuals
Lakeport (8%)	\$ 72,102	\$ -	\$ -	\$ -	\$ -	72,102						Passes through to cities/County
Clearlake (22%)	\$ 198,280	\$ -	\$ -	\$ -	\$ -	198,280						Distributed based on population.
Lake County (70%)	\$ 386,017	\$ -	\$ -	\$ -	\$ -	386,017						County's separate RSTP 182.6(d2) apportionment-\$244,873 included in formula
RSTP Carryover (2018/19):	\$ -	\$ -	\$ 276,251	\$ -	\$ -	276,251						2018/19 carryover amount.

Total RSTP Funds for Distribution:	\$ 656,399	\$ -	\$ 276,251	\$ -	\$ 932,650					
FTA Section 5304 - Sustainable Communities										
LTA Bus Passenger Facilities Plan (WE 618) FY 2018/19 Carryover	\$ 47,806	\$ (19,207)	\$ -	\$ -	\$ 28,599					2018/19 estimated carryover amounts will be reflected in the Final
L.C Ped Facility Needs Inventory & EFS (WE 619) FY 2018/19 Carr	\$ 47,806	\$ 341	\$ -	\$ -	\$ 48,147					2018/19 estimated carryover amounts will be reflected in the Final
VMT Regional Baseline Study (WE 620) - NEW	\$ 112,433	\$ -	\$ -	\$ -	\$ 112,433					Caltrans Award letter dated May 2019.
Total FTA 5304 Funds:	\$ 208,045	\$ (18,866)	\$ -	\$ -	\$ 189,179					
5311 Federal Funds - FFY 2019										
	\$ -	\$ -	\$ 370,443	\$ -	\$ -					FFY 2019-Regional Apportionment to LTA
Total Federal Allocations:	\$ 864,444	\$ (18,866)	\$ 646,694	\$ -	\$ 1,121,829					Updated: 9/25/19 AJP
GRAND TOTAL ALLOCATIONS	\$ 3,893,466	\$ 76,045	#####	\$ -	\$ 5,247,876					



LAKE COUNTY/CITY AREA PLANNING COUNCIL STAFF REPORT

TITLE: Draft 2020 Regional Transportation Improvement Program

DATE PREPARED: 9/26/19

MEETING DATE: 10/2/19

SUBMITTED BY: Danielle Casey, Project Coordinator

BACKGROUND:

Each odd-numbered year we consider the programming of projects that are to be included in the State Transportation Improvement Program (STIP) that goes into effect July 1 of the following year. We do this by developing our Regional Transportation Improvement Program (RTIP) which programs our Regional Improvement Program (RIP) shares of funding as identified by the California Transportation Commission (CTC) in the Fund Estimate (FE).

The CTC adopted the FE for the 2020 STIP on August 14, 2019. The estimate identified a STIP programming target through FY 2024/25 of \$189,000 for the Lake County Region. Of the \$189,000, \$108,000 are programmed for Planning, Programming and Monitoring, leaving \$81,000 available for new or existing projects.

Applications for funding in the 2020 Regional Transportation Improvement Program (RTIP) were due to the Lake APC on September 10. Applications were received from the City of Clearlake for the Dam Road/Dam Road Extension Roundabout and from Lake County for the South Main Street Rehabilitation and Soda Bay Road Rehabilitation projects. These applications were reviewed at the September 19 TAC meeting. Because of the small amount of funding available, the TAC moved to leave the \$81,000 unprogrammed at this time. These funds can be added to future funding as it becomes available.

The RTIP will be presented for action at the November APC Board Meeting.

ACTION REQUIRED: None. For Review



LAKE COUNTY/CITY AREA PLANNING COUNCIL STAFF REPORT

TITLE: Meetings Attended by APC Staff

DATE PREPARED: September 24, 2019

MEETING DATE: October 2, 2019

SUBMITTED BY: Lisa Davey-Bates, Executive Director

BACKGROUND:

Since our last Lake County/City Area Planning Council (APC) meeting packet, Administration and Planning staff has attended (or will have attended) the following statewide and local meetings on behalf of APC:

1. Lake APC Meeting 8/7/19
Lakeport
(Barrett, Speka, Sookne, Parker)
2. Hwy 20 Northshore Traffic Calming Plan Project Meeting 8/12/19
Lakeport
(Speka)
3. Trade Corridor Enhancement Programs Guidelines 8/13/19
Webinar
(Speka)
4. Pedestrian Facility Needs Inventory and EFS (LakeWalks) Project Meeting 8/13/19
Teleconference
(Davey-Bates, Speka)
5. Hwy 20 Northshore Traffic Calming Plan Project Meeting 8/14/19
Lakeport
(Speka)
6. APC - Admin/Planning Coordination Meeting 8/20/19
Ukiah
(All)
7. Eleventh Street Corridor Study TAG Meeting 8/22/19
Teleconference
(Davey-Bates, Speka)
8. Hwy 20 Northshore Traffic Calming Plan Project Meeting 8/22/19
Teleconference
(Speka)
9. Pedestrian Facility Needs Inventory and EFS (LakeWalks) Project Meeting 8/27/19
Teleconference
(Speka)
10. Hwy 20 Northshore Traffic Calming Plan Project Meeting 8/28/19
Teleconference
(Davey-Bates, Speka)

- | | |
|--|---------------|
| 11. Lake Planning Grant Projects Public Outreach
Lakeport Fair Grounds
(Speka, Sookne, Galliani, Roumiguere) | 8/29 – 9/1/18 |
| 12. Pedestrian Facility Needs Inventory and EFS (LakeWalks) Project Meeting
Teleconference
(Speka) | 9/10/19 |
| 13. Hwy 20 Northshore Traffic Calming Plan Project Meeting
Teleconference
(Davey-Bates, Speka) | 9/11/19 |
| 14. Lake TAC Meeting
Lakeport
(Davey-Bates, Barrett, Pedrotti, Speka, Casey) | 9/19/19 |
| 15. Hwy 20 Northshore Traffic Calming Plan Workshop
Upper Lake
(Speka) | 9/19/19 |
| 16. Pedestrian Facility Needs Inventory and EFS (LakeWalks) Project Meeting
Teleconference
(Speka) | 9/24/19 |
| 17. Hwy 20 Northshore Traffic Calming Plan Project Meeting
Teleconference
(Davey-Bates, Speka) | 9/24/19 |
| 18. CDAC Meeting
Sacramento
(Davey-Bates) | 9/24/19 |
| 19. Rural Counties Task Force (RCTF)
Ukiah
(Davey-Bates, Barrett) | 9/27/18 |
| 20. APC - Admin/Planning Coordination Meeting
Ukiah
(All) | 10/1/19 |

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

ACTION REQUIRED: None.

ALTERNATIVES: None identified.

RECOMMENDATION: None. This is for your information only.