



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

TECHNICAL ADVISORY COMMITTEE (TAC) MEETING AGENDA

DATE: Thursday, January 16, 2020
TIME: 9 a.m.
PLACE: City of Lakeport
Large Conference Room
225 Park Street
Lakeport, California

Caltrans-District 1
Teleconference
1656 Union Street
Eureka, California

Teleconference Dial-In #: 866-576-7975 Passcode: 961240

1. Call to order
2. Approval of October 17, 2019 Minutes
3. Discussion on Highway Infrastructure Program Funds (*Barrett*)
4. Highway Safety Improvement Program (HSIP) Local Safety Plans (*Casey*)
5. Progress Status Report on FY 2019/20 Overall Work Program Projects (*Pedrotti*)
6. Discussion and Recommended Approval of the Third Amendment of the 2019/20 Overall Work Program (*Pedrotti*)
7. Discussion of 2020/21 Overall Work Program Project Requests (*Pedrotti*)
8. Discussion on Updated Local Partnership Program (LPP) Guidelines (*Barrett*)
9. Announcements and Reports
 - a. Lake APC
 - i. RTIP Submittal (*Casey*)
 - ii. Update on Unincorporated County Transportation Tax Polling (*Speka*)
 - iii. AB101 Housing Planning and Infrastructure Grants (*Barrett*)
 - iv. Miscellaneous
 - b. Lake Transit Authority
 - i. Miscellaneous
 - c. Federal & State Grant Status Reports
 - i. Sustainable Transportation Planning Grant Update (*Speka*)
 - ii. Other Grant Updates (*All*)
 - d. Caltrans
 - i. Lake County Projects Update
 - ii. Other Updates
10. Information Packet
 - a. 2020 Lake TAC Meeting Schedule
11. Public input on any item under the jurisdiction of this agency, but which is not

otherwise on the above agenda

12. Next Proposed Meeting – **February 20, 2020**
13. Adjourn meeting

Public Expression - The TAC welcomes participation in TAC meetings. Comments will be limited for items not on the agenda to three minutes per person, and not more than 10 minutes per subject, so that everyone may be heard. This time is limited to matters under TAC jurisdiction which have not already been considered by the TAC.

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 APC office at 707-263-7799 at least 72 hours prior to the meeting.

Posted: January 13, 2020

List of Attachments:

Agenda Item #2 – 10/17/19 Draft Lake TAC Minutes

Agenda Item #4 – LRSP and HSIP Staff Report

Agenda Item #6 – Lake TAC Staff Report for 19-20 OWP Amendment #3 & OWP Summary of Funding Sources

Agenda Item #7 – OWP Cover Letter and Application

Agenda Item #8 – Discussion on Updated Local Partnership Program (LPP) Guidelines Staff Report



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TECHNICAL ADVISORY COMMITTEE MEETING Draft Meeting Minutes

Thursday, October 17, 2019
9 a.m.

City of Lakeport
Umpqua Bank Board Room
805 Eleventh Street
Lakeport, California

Present

Kevin Ingram, Director of Community Development, City of Lakeport
Adeline Brown (City of Clearlake)
Dave Swartz (City of Clearlake)
Joel Skeen, California Highway Patrol
Rex Jackman, Caltrans District 1 (by phone)

Absent

Scott DeLeon, Public Works Director, County of Lake
Doug Grider, Public Works Director, City of Lakeport
Alan Flora, City of Clearlake
Byron Turner, Community Development, County of Lake

Also Present

Lisa Davey-Bates, Executive Director, Lake Area Planning Council
Phil Dow, Lake Area Planning Council
Nephele Barrett, Lake Area Planning Council
Danielle Casey, Lake Area Planning Council
John Speka, Lake Area Planning Council
Alexis Pedrotti, Lake Area Planning Council (by phone)
James Sookne, Lake Transit Authority (by phone)
Susie Theiss, Caltrans District 1
Saskia Rymer-Burnett, District 1 (by phone)

- 1. Call to order**
The meeting was called to order at 9:00 a.m.
- 2. Approval of September 19, 2019 Lake APC TAC Minutes**
Kevin motioned, Joel seconded, to approve the September 19, 2019 minutes as written with no changes. Approved unanimously.
- 3. Discussion and Recommended Project(s) for Highway Infrastructure Program Funds (HIP)**- Lisa discussed that the item had been covered over the past few TAC meetings. There is approximately \$400,000 over a two-year cycle that is available for

projects on the Federal Aid System and must be obligated by September 2021. The South Main Street/Soda Bay Road project of the County's seemed to be one of the best fits as it had already gone through the NEPA process and is in need of additional funds. She would need to contact Scott to see if it would be a feasible time frame. If not the item would be brought back to the TAC for further discussion. Otherwise, Lisa asked the TAC to make a motion regarding the use of the money for the South Main St/Soda Bay Road project. Kevin made the motion, Adeline seconded, and the motion was approved unanimously.

4. **Item #6, "Update by Local Agencies on Existing Local Transportation Fund (LTF) 2% Bike and Ped,"** was moved up to this spot so that Lisa could discuss prior to leaving early for another meeting. Lisa briefed the TAC on the funding which, on average, comes to about \$20,000 to \$25,000 per year. For FY 2019/20, the amount was \$20,500. The past several years the fund was allowed to accumulate and currently totals \$108,945. Despite the relatively small amount, Lisa asked whether the TAC would like to pursue a Call for Projects, or else to allow the fund to accumulate again this year.

Lexi discussed past allocations including the FY 2014/15 amount of \$51,181 put towards a County project on the Konocti Road. In FY 2015/16, there was \$15,000 allocated to the City of Lakeport for a project (unspecified) that was subsequently changed and used as a match for the Hartley Street ATP project. That amount has yet to be claimed by the City. Both Kevin (Lakeport) and David (Clearlake) agreed that the current accumulation of \$108,945 would not allow for much of a project. Lexi noted last year's discussion on the matter which involved the TAC choosing to hold off on spending the funds until the Pedestrian Needs Inventory project was completed. The list of potential projects resulting from that study could provide ideas on where to allocate the money. Given the relatively small amount, it could be used as a grant application match through a program such as the Active Transportation Program (ATP) which would be starting a new cycle in the coming Spring. Nephelie added that the last cycle of the ATP split projects into three categories (small [up to \$1.5], medium and large) of which only the medium and large were given points for leveraging (matching) funds. The TAC opted to have the item brought back in the Spring the closer the next ATP cycle comes so that decisions can be made after the conclusion of the Pedestrian Facilities Needs Inventory project (expected to be finished by the end of the calendar year). No action was required on the Item.

5. **Draft 2020 Regional Transportation Improvement Program (RTIP)/State Transportation Improvement Program (STIP) (formerly Item #4)-** Danielle presented a background on the STIP process in which every odd numbered year, the California Transportation Commission (CTC) provides a fund estimate for each region to be spent on transportation projects. The Lake County region was given \$189,000 this year to be spent through FY 2024/25. This includes \$108,000 which is taken off the top by the Regional Transportation Planning Agency (RTPA) for Planning, Programming and Monitoring (PPM). As a result, only \$81,000 would be available for this cycle. The action by the TAC in September was to leave the funds to add to a future cycle in which more funds would be available.

Copies of the Draft RTIP were presented to the TAC. Danielle was seeking information from STIP project managers regarding possible revised schedules, local match funding, utility relocation funding, etc., which would be incorporated into a final draft of the RTIP before being brought to the Lake APC Board for adoption in November. Likewise, she

would be requesting feedback from TAC members on the draft in the coming weeks. Nephela noted that the TAC could make a recommendation on adoption of the RTIP at this meeting (subject to minor revisions from later feedback). Kevin motioned to recommend to the APC Board adoption of the RTIP (again, subject to minor adjustments, changes, etc.), which was seconded by Dave and passed unanimously. Comments and revisions were requested by October 30.

6. Voter Opinion Polling & Assessment for Unincorporated Lake County RFP

(formerly Item #5)- Lexi began by discussing the context of the item. Funding for the project was to come from the Overall Work Program (OWP). Previous APC discussion on the polling effort recognized the need for the project to be turned around quickly so that a decision on whether or not to pursue a 2020 ballot measure could be made with some degree of confidence that it could pass the two-thirds threshold. However, a decision to fund a polling effort through the OWP was held off until it was certain that the County wanted to pursue the potential transportation tax on a future ballot. At the previous (September) TAC meeting, Scott de Leon mentioned that the County Board of Supervisors (BOS) voted to move forward with the polling and request that the study be paid for with APC (OWP) funds. As a result, APC staff brought the item to the APC in early October and, with the Board's approval, had the money added to the OWP from existing and available reserve funds. A Request for Proposal (RFP) seeking polling study services was released shortly thereafter.

Danielle discussed other details of the RFP. She reached out to other regions that had gone through their own polling efforts for transportation sales taxes for tips on RFP preparation as well as lists of potentially interested consulting firms. It was officially put out on Monday, October 14 and the deadline is Friday, November 15, with \$40,000 in the OWP for consulting services. The relatively quick timeline would have the project completed in March, 2020, in order to better determine whether it would be worthwhile to have it placed on the ballot. Danielle will be reaching out to TAC members in forming a selection committee as the proposal deadline gets nearer.

7. Announcements and Reports

a. Lake APC

i. Miscellaneous- Lexi announced that TAC members should begin thinking of project requests for the upcoming fiscal year's OWP. She would be soliciting requests from jurisdictions in November and December.

Nephela provided an update on recent legislation at the State level. AB 1413 was signed by the governor allowing certain "pilot" subregions to pursue sales tax measures. Two other bills were vetoed by the governor: 1) SB 127, which would have added a requirement to the State Highway Operations and Protection Program (SHOPP) to include bicycle and pedestrian improvements, and 2) SB 227, a proposal to make changes to the Local Partnership Program involving distribution amounts (formula vs. competitive).

Finally, Nephela noted that Cycle 11 and beyond of the Highway Safety Improvement Program (HSIP) will require local jurisdictions to have "local road safety plans" and that there was currently a HSIP Call for Projects that will provide funding for such plans.

Dave asked whether a Countywide plan could be developed that would help the jurisdictions meet this requirement. Nephele was to follow up on the question and follow up with what she discovers.

b. Lake Transit Authority- James noted that new generators were installed at LTA's Lower Lake facility, which will help with potential power outages in the future.

c. Federal & State Grant Status Reports

i. Sustainable Transportation Planning Grant Update

John briefly covered the six planning grants that Lake APC was administering. The grants were awarded in different cycles and were at different stages of completions. One that was nearing completion was the Pedestrian Facilities Needs Inventory Study. The study was looking at prioritizing 40 potential pedestrian projects throughout the County. A presentation by the consultant was to follow today's TAC meeting describing the project and its findings. Comments will be taken from the Technical Advisory Group (or TAG, which consists mainly of TAC members) up to Monday, November 4. A final presentation is scheduled to be made to the Lake APC Board on November 13.

Another project nearing completion is the Bus Passenger Facilities Plan which focuses on improvements to bus stops and facilities throughout the region served by LTA. A final presentation to the Lake APC Board is to be scheduled for their December meeting.

The Highway 20 Northshore Communities Traffic Calming Study is intended to develop potential projects which could slow traffic through the northshore communities of Nice, Lucerne, Glenhaven and Clearlake Oaks, ultimately fulfilling a longer range plan of directing I-5 to Highway 101 through traffic along the southerly route consisting of State Routes 53 and 29, before returning to Highway 20 on towards Mendocino County.

The Eleventh Street Corridor Study is looking at projects that can increase multimodal use of Eleventh Street in Lakeport, which is challenged by constraints including narrow right of way and other obstacles to bicycle and pedestrian uses.

Two recently awarded grants are: 1) Vehicle Miles Traveled Regional Baseline Study involves environmental impact studies to evaluate vehicle miles traveled as opposed to the currently used metric of "Level of Service." Regional baselines will need to be established for local jurisdictions to be able to start such analyses which begins on July 1, 2020. John asked Kevin to sit on a Technical Advisory Group and Alan Flora will be asked to see who might represent the City of Clearlake. County Planning officials will also be contacted; 2) The State Route 53 Local Circulation Study will examine traffic patterns and projected land uses in and around the SR 53 Corridor through the City of Clearlake. Only one proposal was received and staff was awaiting word from Caltrans as to see if a "sole source" contract can be awarded.

Rex Jackman added that the long-term plans and agreements for SR 53 involve interchanges and other improvements to turn the corridor into a "freeway" over time. The new study will help ensure that the long-term concepts of Caltrans can be incorporated into the overall planning for the corridor.

- ii. **Other Grant Updates-** None
- d. **Caltrans**

- i. **Lake County Projects Update**

- Rex announced that today was the deadline for the current round of Sustainable Transportation Planning grants and that he has not seen or heard of any applications being made, but wanted to provide the reminder. Finally, he noted that they anticipate Lake 29 Segment 2C Project going into contract in December and construction to begin in Spring of 2020. Another high-profile project is for shoulder widening on Highway 175 near Middletown however an update wasn't available at this time.

- ii. **Other Updates** - None

- 8. **Information Packet** - None
- 9. **Public input on any item under the jurisdiction of this agency, but which is not otherwise on the above agenda** – None
- 10. **Next Proposed Meeting** – November 21, 2019
- 11. **Adjourn Meeting** - Meeting adjourned at 10:35 a.m.

Respectfully Submitted,

John Speka
Lake APC Transportation Planning



LAKE COUNTY/CITY AREA PLANNING COUNCIL TAC STAFF REPORT

TITLE: Local Road Safety Plan (LRSP) Requirements for Highway
Safety Improvement Program (HSIP)

DATE PREPARED: 1/9/2020
MEETING DATE: 1/16/2020

SUBMITTED BY: Danielle Casey, Project Coordinator

BACKGROUND:

As discussed at previous meetings, federal regulations require each State have a Strategic Highway Safety Plan (SHSP). While the SHSP is used as a statewide approach for improving roadway safety, a Local Road Safety Plan (LRSP) can be a means of providing local and rural road owners with an opportunity to address unique highway safety needs in their jurisdictions while contributing to the success of the SHSP. The process of preparing an LRSP creates a framework to systematically identify and analyze safety problems and recommend safety improvements. The LRSP offers a proactive approach to addressing safety needs and demonstrates agency responsiveness to safety challenges.

Beginning with Cycle 11 of the Highway Safety Improvement Program (HSIP) (around April 2022), an LRSP will be required for an agency to be eligible to apply for federal HSIP funds. A total of \$10 million of HSIP funds has been set aside and exchanged for state funds to assist local agencies with developing their LRSPs. On October 8, 2019, Caltrans announced a call for LRSP applications. Each applicant may be awarded up to \$72,000 of state funds. These funds will be awarded on a “first come first serve” basis. There is not an application deadline and Caltrans will continue to accept applications as long as funding is available. There is a minimum local match of 10%.

While the LRSP is not required until 2020, the monies available to fund an LRSP are available now. Due to the maximum funding restrictions, staff recommends that each local agency submit their own application for funding for their LRSP. There may be ways in which APC staff can still help facilitate these plans, such as developing a boilerplate RFP for local agency use or combining the work into one RFP administered by the APC. The ways in which the APC may assist the agencies will depend on how many agencies apply for funds to develop a LRSP.

ACTION REQUIRED: Informational only.

ALTERNATIVES: None identified.

RECOMMENDATION: Discuss the LRSP requirements.



LAKE COUNTY/CITY AREA PLANNING COUNCIL TAC STAFF REPORT

TITLE: 2019/20 Overall Work Program - Amendment #3 (Proposed)

DATE PREPARED: 1/10/20

MEETING DATE: 1/16/20

SUBMITTED BY: Alexis Pedrotti, Project Manager

BACKGROUND:

The Lake TAC and APC have reviewed and approved the Final and two Amendments to the FY 2019/20 Lake Overall Work Program. 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 include new grant funded projects or changes to a funded project scope, schedule or funding amount. After reviewing expenditures through December, it's apparent a third amendment to the Overall Work Program is necessary to adjust funding needs in various work elements of the OWP.

The first request came during a recent meeting with City of Lakeport staff, where they articulated a need for assistance in completing their environmental document for the Roundabout at Main Street and Lakeport Blvd. The City of Lakeport has not requested funding assistance through the Overall Work Program for several years. City of Lakeport staff estimate the document to cost approximately \$5,000 and can be completed under Work Element 607 (Special Studies).

Another requested adjustment to the OWP is for APC Planning Staff, under the Training Work Element. APC Planning Staff typically receives an allocation of Local Transportation Funds (LTF) to attend trainings throughout the fiscal year, however funding hadn't been programmed yet this Fiscal Year. Because there are new employees and several upcoming training opportunities, APC Planning Staff is requesting an additional \$5,000 training attendance.

Finally, it is typical to see funds shifted within various work elements as APC Planning Staff progresses throughout the fiscal year. Often some elements of the OWP are fully expended, while others have larger fund balances remaining. When the OWP is developed, estimates are projected among the elements, not knowing exactly what may be necessary. APC Planning Staff is requesting to decrease Work Element 605 (Grant Preparation and Monitoring) and 607 (Special Studies) by \$10,000, to increase Work Element 602 (Transit Planning) and 608 (Planning, Programming and Monitoring) for staff to continue working under those elements.

For the past three years the APC has opted to include a funding reserve element to help funding deficiencies and save for larger scale projects, such as the Pavement Management Program Update. Currently, the reserve OWP balance is \$18,190. If the third amendment is approved, the first two requests mentioned above will require \$10,000 be removed from the reserve and re-allocated to other elements of the OWP, leaving the reserve balance at \$8,190.

I am requesting support from the Lake TAC to amend the current Overall Work Program to incorporate the three requests as discussed above; and recommend the Lake APC Board of Directors approve the 3rd Amendment to 2019/20 Work Program at the February 12, 2020 meeting.

ACTION REQUIRED: Recommended approval to the 2019/20 Overall Work Program Third Amendment, as proposed

ALTERNATIVES: Provide further input and discussion for alternative options.

RECOMMENDATION: Recommended approval to the 2019/20 Overall Work Program Third Amendment, as proposed.

**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 | \$ 10,000 | \$ - | \$ - | \$ - | \$ 10,000 |
| 603 | Transit Passenger Survey (New) | \$ 30,000 | \$ - | \$ - | \$ - | \$ 30,000 |
| 604 | Lake County Project Reserve Funds | \$ - | \$ 8,000 | \$ 190 | \$ - | \$ 8,190 |
| 605 | Federal & State Grant Preparation, Monitoring & Assistance | \$ 45,000 | \$ - | \$ - | \$ - | \$ 45,000 |
| 606 | Speed Zone Studies (New) | \$ 12,500 | \$ - | \$ - | \$ - | \$ 12,500 |
| 607 | Special Studies | \$ 25,500 | \$ 15,000 | \$ - | \$ - | \$ 40,500 |
| 608 | Planning, Programming, & Monitoring | \$ 23,000 | \$ - | \$ 10,000 | \$ - | \$ 33,000 |
| 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 | \$ - | \$ 7,116 | \$ - | \$ - | \$ 7,116 |
| 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 | \$ 1,086,795 |

**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 | \$ - | \$ - | \$ - | \$ - | \$ 8,000 | \$ 8,000 |
| 607 | Special Studies | \$ - | \$ 5,000 | \$ 10,000 | \$ - | \$ - | \$ 15,000 |
| 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 | \$ 5,000 | \$ 7,116 |
| 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 | | \$ - | \$ 5,000 | \$ 12,000 | \$ 43,628 | \$ 94,666 | \$ 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 | \$ - | \$ - | \$ - | \$ 10,000 | \$ - | \$ 10,000 |
| 603 | Transit Passenger Survey | \$ - | \$ - | \$ - | \$ - | \$ 30,000 | \$ 30,000 |
| 604 | Lake County Project Reserve | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 605 | Federal & State Grant Prep, Monitoring & Assit. | \$ 15,000 | \$ - | \$ 5,000 | \$ 25,000 | \$ - | \$ 45,000 |
| 606 | Speed Zone Studies - (New) | \$ - | \$ - | \$ - | \$ 12,500 | \$ - | \$ 12,500 |
| 607 | Special Studies | \$ - | \$ - | \$ - | \$ 25,500 | \$ - | \$ 25,500 |
| 608 | Planning, Programming & Monitoring | \$ - | \$ - | \$ - | \$ 23,000 | \$ - | \$ 23,000 |
| 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 | \$ - | \$ - | \$ - | \$ 10,000 | \$ - | \$ 10,000 |
| 603 | Transit Passenger Survey (New) | \$ - | \$ - | \$ - | \$ - | \$ 30,000 | \$ 30,000 |
| 604 | Lake County Project Reserve Funds | \$ - | \$ - | \$ - | \$ - | \$ 8,190 | \$ 8,190 |
| 605 | Federal & State Grant Preparation, Monitoring & Assistance | \$ 15,000 | \$ - | \$ 5,000 | \$ 25,000 | \$ - | \$ 45,000 |
| 606 | Speed Zone Studies - (New) | \$ - | \$ - | \$ - | \$ 12,500 | \$ - | \$ 12,500 |
| 607 | Special Studies | \$ - | \$ 5,000 | \$ 10,000 | \$ 25,500 | \$ - | \$ 40,500 |
| 608 | Planning, Programming, & Monitoring | \$ - | \$ - | \$ 10,000 | \$ 23,000 | \$ - | \$ 33,000 |
| 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 | \$ 5,000 | \$ 7,116 |
| 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 | \$ 5,000 | \$ 29,000 | \$340,549 | \$697,246 | \$1,086,795 |



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

January 7, 2020

To: Lake TAC Members
From: Alexis Pedrotti, Project Manager
Re: 2020/21 Overall Work Program

The Lake Area Planning Council's (APC) amended 2019/20 Overall Work Program (OWP) includes Local Transportation Funds (LTF) (\$155,294); Planning, Programming and Monitoring (PPM) funds (\$58,418); Rural Planning Assistance funds (\$351,237); State grant funds (\$306,099) and Federal grant funds (\$215,747) to provide the total funding amount of \$1,086,795 in the current OWP. Funds carried over from previous OWPs were factored into the overall totals. While it is important to finalize projects in the current Fiscal Year, it is also the time of year when we begin the process of developing the upcoming (FY 2020/21) OWP.

Historically a range of \$50,000-\$100,000 of LTF funding has been utilized for planning purposes in the annual work program, depending on revenues generated from the general sales tax, and the amount needed for Lake Transit Authority operations, local match for grant programs, bike and pedestrian (2%) allocations and the Consolidated Transportation Services Agency (CTSA). As a starting point, I am recommending a minimum contribution in the amount of \$50,000 of LTF in Fiscal Year 2019/20.

Planning, Programming and Monitoring (PPM) Funds are slightly up from last year's allocation of \$40,000 to a mere \$46,000 in Fiscal Year 2020/21. This funding allocation is in accordance with the 2020 State Transportation Improvement Program (STIP) Fund Estimate. PPM funding levels will continue to increase at a slower pace, with a slightly higher increase scheduled for next year.

Rural Planning Assistance (RPA) funds will remain consistent with last year's distribution of \$294,000. Although this is a significant amount of money, it is important to remember that restrictions are applied to these funds and are intended for planning projects of regional significance. Only 25% these funds may be carried over into the next fiscal year and continue to be available on a reimbursable basis.

To summarize, approximately \$390,000 of RPA, LTF and PPM is expected to be available for the 2020/21 Work Program for new and ongoing projects. An estimated amount of \$293,881 will be set aside to accommodate the upcoming planning contract with Dow & Associates. The amount remains consistent with the current contractual amount and increases. There is approximately \$96,119 to fund planning projects. If you would like to request funding for ongoing work elements, please submit an application for all requests.

Potential projects will be discussed during the Lake TAC meeting on February 20, 2019. Please have your applications to me by **Friday, January 31, 2020**. Lake APC staff will provide the Lake TAC members a draft list of projects during the February TAC meeting. Preferred projects that are recommended at the TAC meeting will be included in the Draft Work Program to be reviewed by TAC members in March.

APC action is not needed on the draft document, but will be required on the Final Work Program which is due in May. The application form for the 2020/21 Work Program is attached. I will also email the applications to TAC Members in Word format. Forms can be emailed to me at apedrotti@dbcteam.net, or mailed to 367 N. State St., Suite #204, Ukiah CA 95482. Please give me a call at (707) 234-3314 if you have any questions.

Thank you.



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2020/21

LAKE COUNTY OVERALL WORK PROGRAM APPLICATION PROPOSED SCOPE OF WORK

| | |
|--|-------------------------------|
| <u>APPLICANT (AGENCY):</u> | <u>DATE SUBMITTED:</u> |
| <u>CONTACT PERSON(S):</u> | |
| <u>PROJECT TITLE:</u> (Use additional sheets as necessary to prepare outline) | |
| <u>GOAL/PURPOSE:</u> | |
| <u>Tasks:</u> (<i>Outside Consultants</i> – by task, indicate RFP advertisement, contract award, draft review and final product adoption dates & <i>In-House Projects</i> – by task, indicate start-up, draft review and final product adoption dates) | |
| <u>PREVIOUS RELATED WORK:</u> | |
| <u>PRODUCTS:</u> | |

ESTIMATED TIME SCHEDULE: (Indicate “I” for anticipated task Initiation and “C” for anticipated Completion)

| TASK | ANTICIPATED COMPLETION DATE (BY QUARTER) | | | |
|------|---|-----------------------|--------------------|-----------------|
| | July - September | October - December | January - March | April - June |
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |
| 6 | | | | |
| 7 | | | | |
| 8 | | | | |
| 9 | | | | |
| 10 | | | | |

ESTIMATED PERSON DAYS/ COST BREAKDOWN:

| RESPONSIBLE AGENCY | APPROXIMATE PERSON DAYS | BUDGET | FUNDING SOURCE |
|--------------------|----------------------------|--------|----------------|
| | | | |
| | | | |
| | | | |
| | | | |
| TOTAL: | | | |



LAKE COUNTY/CITY AREA PLANNING COUNCIL TAC STAFF REPORT

TITLE: Local Partnership Program Guidelines Update

DATE PREPARED: 1/10/20

MEETING DATE: 1/16/20

SUBMITTED BY: Nephele Barrett, Planning Staff

BACKGROUND: The SB 1 Local Partnership Program (LPP) provides funding annually to “self-help” agencies that have approved transportation sales tax measures. The program includes both a formula component and a competitive component. Current law does not establish a formula for distribution, but requires the California Transportation Commission (CTC), in cooperation with the Department of Transportation, transportation planning agencies and other local agencies, to develop guidelines for the allocation of those moneys. Development of guidelines for the next funding cycle started in October, and APC staff has been participating in that process.

Previously, guidelines established a funding distribution that allocates 50% of funds to the competitive program and 50% on a formula basis with a \$100,000 minimum. Following significant pressure from urban agencies to increase the formulaic portion to mirror the distribution proposed in SB 277 (85% formula/15% competitive), CTC staff has recommended a distribution with 60% going to the formula portion and 40% competitive. They’re also recommending that the formula amount be determined based 25% on revenue and 75% on population. The good news for Lake County is that the minimum has doubled to \$200,000.

The project evaluation criteria for the competitive program has also been discussed in the guidelines workshops. The previous criteria focused primarily on reduction of vehicle miles traveled and greenhouse gasses, making them a poor fit for our local measures which focus on preservation of the existing system. However, in response to comments, CTC staff has proposed the addition of “System Preservation” to the criteria. If approved by the CTC, this change could make the competitive portion of the LPP a more feasible option for Lake County.

The CTC is scheduled to adopt the final guidelines and approve the formulaic funding distribution at their March 25 meeting. The due date for competitive applications is anticipated in June. APC staff will be available to help local agencies if they are interested in applying for the competitive funding as well as submitting project nominations for formulaic funding.

ACTION REQUIRED: This item is for information and discussion only. No action is required.

ALTERNATIVES: None identified – information only.

RECOMMENDATION: This item is for information and discussion only. No action is required.