



# LAKE COUNTY/CITY AREA PLANNING COUNCIL

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

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Administration: Suite G ~ 707-234-3314  
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## LAKE COUNTY/CITY AREA PLANNING COUNCIL (APC)

### AGENDA

**DATE:** Wednesday, February 10, 2021

**TIME:** 9:00

**PLACE:** Audioconference

In accordance with the modified Brown Act Requirements established by Governor Newsom's Executive Order N-29-20, and to facilitate Social Distancing due to COVID-19, Lake Area Planning Council's Board meeting will be by audioconference. Public comments will be available during Wednesday's meeting on any agenda item. Please send comments to our Board Secretary, Charlene Parker, at [cparker@dbcteam.net](mailto:cparker@dbcteam.net) and note the agenda item number being addressed. Oral comments will also be accepted by telephone during the meeting when public comment is invited by the Chair.

**Dial-in number: 1 (669) 900-6833 / Meeting ID: 929 006 57402# Passcode: 967405**  
***\*Zoom link provided to Board Members in distribution email and to public by request.***

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1. Call to Order/Roll Call
  2. Adjourn to Policy Advisory Committee
  3. Election of officers – Chair and Vice-Chair, Member-at-Large Vacancy and Standing Committees – Executive Committee and California Association of Councils of Governments (CalCOG)

#### **PUBLIC EXPRESSION**

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

#### **CONSENT CALENDAR**

5. Approval of December 9, 2020 Minutes

#### **REGULAR CALENDAR**

6. Public Hearing: Adoption of Public Participation Plan Update (*Casey*)
7. Discussion and Recommended Approval of the Second Amendment to the 2020/21 Overall Work Program (*Pedrotti*)

#### **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. Grant Updates
    - ii. SR 53 Corridor Local Circulation Plan
    - iii. Local Road Safety Plan Update
    - iv. Miscellaneous

- c. Lake APC Administration Staff
  - i. APC Budget Update
  - ii. Next Meeting Date – **March 10, 2021**
  - iii. 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 – **March 19, 2021** (*Teleconference*)
- g. California Transportation Commission
  - i. Next Meeting Date – **March 24 – 25** (*Webinar*)
- h. California Association of Councils of Governments (CalCOG)
  - i. CalCOG Board of Directors Meeting – (*TBD*)
  - ii. Regional Leadership Forum – **March 20 – 22** (*Riverside/Virtual*)
- i. Miscellaneous

### INFORMATION PACKET

- 11. a) 1/21/21 (Draft) Lake TAC Minutes

### ADJOURNMENT

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#### 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 Area Planning Council office at (707) 263-7799, at least 5 days' notice 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: February 4, 2021

#### Attachments:

- Agenda Item #3 – APC Election of Officers*
- Agenda Item #5 – 12/9/20 Lake APC Draft Minutes*
- Agenda Item #6 – PPP Update & Notice*
- Agenda Item #7 – OWP 2<sup>nd</sup> Amendment*
- Agenda Item #10a – Summary of Meetings*

*Agenda Item #10bi – Grant Updates Staff Report*

*Agenda Item #10bii - SR 53 Staff Report*

*Agenda Item #10biii – LRSP Update Staff Report*

*Agenda Item #10eii – Lake Co. Project Status Update*

*Information Packet: 11/21/21 (Draft) Lake TAC Minutes*



## LAKE COUNTY/CITY AREA PLANNING COUNCIL STAFF REPORT

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**TITLE:** Election of Officers

**DATE PREPARED:** February 3, 2021

**MEETING DATE:** February 10, 2021

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**SUBMITTED BY:** Lisa Davey-Bates, Executive Director

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**BACKGROUND:**

There are no set terms for members to serve on the Lake Area Planning Council (APC). Historically, both of the city councils and the Board of Supervisors make two appointments annually from their respective membership to serve on the Lake APC. During the first meeting of each year the APC members nominate and approve members to serve as Chair and Vice-Chair to the Lake APC.

The Board of Supervisors also makes the appointments for the two Member-at-Large positions. Those seats are appointed every other year, or when a vacancy occurs. The Board of Supervisors also appoints an alternate Member-at-Large in the event that one of the other members is unable to attend. Unfortunately, a vacancy still exists for the Member-at-Large position.

Appointments to the Lake APC's Executive Committee are made annually during the first meeting of the year once appointments as Chair and Vice-Chair to the APC have been made. The Committee is comprised of three members: Chair, Vice-Chair, and a third representative to provide a regional balance. This committee meets on the occasion when specific topics need more individualized dialogue before consideration by the full APC Board.

Lastly, a delegate and alternate are appointed to represent Lake APC on the California Association of Councils of Governments (CalCOG). CalCOG is a statewide association representing 50 regional planning agencies and council of governments. The delegate, or alternate, representing the APC is only expected to attend one or two meetings each year to provide local input on regional, State and Federal issues and policies being supported by CalCOG.

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**ACTION REQUIRED:**

1. Hear all nominations of the office of Chair. A second is not required to nominate.
2. Discuss any questions. Move, second and vote to close nominations.
3. If multiple nominations are made, move, second and vote on each nomination until a motion carries.
4. Repeat process for Vice-Chair to the Lake APC, Executive Committee Members, and appointments to CalCOG.

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**ALTERNATIVES:**

None identified.

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**RECOMMENDATION:**

I recommend the APC Board of Directors make the above-mentioned appointments to the Lake APC, Executive Committee and CalCOG. Once elections are made, the newly elected Chair presides over the meeting.



# LAKE COUNTY/CITY AREA PLANNING COUNCIL

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

Wednesday, December 9, 2020

**Location:** Audioconference (in response to “Shelter-in-Place” directive)

### Present

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

### Absent

Moke Simon, Supervisor, County of Lake  
Kenneth Parlet, Council Member, City of Lakeport  
Vacant Position, Member at Large

### Also Present

Lisa Davey-Bates, Executive Director, Admin. Staff – Lake APC  
James Sookne, Admin Staff – Lake APC  
Alexis Pedrotti, Admin Staff – Lake APC  
Charlene Parker, Admin Staff – Lake APC  
Nephele Barrett, Planning Staff – Lake APC  
John Speka, Planning Staff – Lake APC  
Danielle Casey, Planning Staff – Lake APC  
Rex Jackman, Caltrans District 1 (Policy Advisory Committee)  
Jeff Pimentel, Caltrans Project Manager  
Scott DeLeon, Public Works Director, County of Lake  
Clarissa Kincy, Mobility Manager – LTA  
Wanda Gray, Paratransit Services – LTA  
Johnnie Lyndsey, Paratransit Services – LTA

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### 1. Call to Order/Roll Call

Chair Mattina called the meeting to order at 9:02 a.m. Secretary, Charlene Parker, called roll. Members present: Sabatier, Perdock, Mattina, Cremer, Leonard.

### 2. Adjourn to Policy Advisory Committee

Chair Mattina adjourned to the Policy Advisory Committee (PAC) at 9:01 a.m. to include Caltrans District 1 staff and allow participation as a voting member of the Lake APC.

### 3. PUBLIC EXPRESSION

Chair Mattina requested public comments including any written comments.

No public comments were presented to the council.

#### **CONSENT CALENDAR**

- 4. Approval of November 4, 2020 Draft Minutes**
- 5. Approval of Social Services Transportation Advisory Council (SSTAC) Roster**

*Director Sabatier made a motion to approve the Consent Calendar, as presented. The motion was seconded by Director Cremer and carried unanimously.*

*Roll Call Vote: Ayes (5)-Directors Sabatier, Perdock, Cremer, Mattina, Leonard Noes (0); Abstain (0); Absent (4) – Directors Simon, Parlet, and Rex Jackman (PAC), Vacant Member-at-Large*

#### **REGULAR CALENDAR**

- 6. Discussion and Recommended Approval of the 2020 Title VI Program**

James reported that the Lake APC Title VI Program requires an update every three years. The APC's Title VI Program was originally adopted by the Board on August 13, 2014 and updated on December 13, 2017. James explained that staff included the most current census data available in the updated 2020 Lake APC Title VI Program. The difference in data between the 2017 and the 2020 Program is minimal and does not require the Lake APC to change any practices or policies. James noted that APC staff was in the process of updating the Public Participation Plan (PPP), and will bring the update before the Board for a public hearing and proposed adoption in February 2021. James explained that staff was seeking that the plan be adopted as presented and direction from the Board to amend the Title VI plan in February, following the adoption of the updated PPP.

Director Sabatier commented that for the future it would be beneficial to move towards international sign images. James agreed that would be beneficial for upcoming applicable projects.

Chair Mattina requested any public comments regarding the 2020 Title VI Program. No comments were presented.

*Director Sabatier made a motion to approve the 2020 Title VI Program, as presented and directed staff to amend the program following the adoption of the updated PPP. The motion was seconded by Director Cremer and carried unanimously.*

*Roll Call Vote: Ayes (5)-Directors Sabatier, Perdock, Cremer, Mattina, Leonard Noes (0); Abstain (0); Absent (4) – Directors Simon, Parlet, and Rex Jackman (PAC), Vacant Member-at-Large*

- 7. Approval of Draft Lake APC Meeting Calendar**

Lisa Davey-Bates reported that staff has made a few changes to the Lake APC meeting calendar because of scheduling conflicts with annual statewide conferences and California Transportation Commission meetings. Lisa also mentioned that hopefully this next year staff might be able to resume Lake APC fieldtrips to review upcoming transportation projects.

Chair Mattina requested any public comments regarding Draft Lake APC Meeting Calendar. No comments were presented.

*Director Cremer made a motion to approve the Draft Lake APC Meeting Calendar, as presented. The motion was seconded by Director Perdock and carried unanimously.*

*Roll Call Vote: Ayes (5)-Directors Sabatier, Perdock, Cremer, Mattina, Leonard Noes (0); Abstain (0); Absent (4) – Directors Simon, Parlet, and Rex Jackman (PAC), Vacant Member-at-Large*

**8. Discussion and Proposed Action on Resolution #20-21-12 Authorizing the Executive Director to Execute the Regional Early Action Planning (REAP) Grant Application on Behalf of the APC**

John Speka reported on the Local Government Planning Support Grants Program, intended to fund planning related to housing production and implementation of the Regional Housing Needs Allocation (RHNA). The Regional Early Action Planning (REAP) Program, provides one-time, formula-based funding, as part as the RHNA program. Under this program, Lake APC was eligible to receive a total of \$261,729 to be used for activities that increase housing planning and accelerate housing production. John explained that in November, the Board adopted the funding distribution formula recommended by APC staff. APC will be suballocating most of the funding to the three local jurisdictions, excluding a small portion for APC staff time. The cities of Lakeport and Clearlake will likely be using the funds to help with costs related to zoning code updates, while the County has expressed an interest in putting their share towards work on an Accessory Dwelling Unit (ADU) ordinance. John stated that one of the requirements to receive REAP funds was the submission of a fully executed resolution authorizing the Executive Director to execute grant applications and allocate funds.

Chair Mattina requested any public comments regarding Resolution #20-21-12 Authorizing the Executive Director to Execute the Regional Early Action Planning (REAP) Grant Application on Behalf of the APC. No comments were presented.

*Director Cremer made a motion to approve Resolution #20-21-12 Authorizing the following: #1. Executive Director to request an allocation of LGPSGP funds, #2. Executive Director to execute the Allocation Application on behalf of APC, and #3. Executive Director to enter into, execute, and deliver a State of California Standard Agreement for a maximum amount of \$261,729, and any and all other documents necessary to secure funding, as presented. The motion was seconded by Director Sabatier and carried unanimously. Roll Call Vote: Ayes (5)-Directors Sabatier, Perdock, Cremer, Mattina, Leonard Noes (0); Abstain (0); Absent (4) – Directors Simon, Parlet, and Rex Jackman (PAC), Vacant Member-at-Large*

**9. Discussion and Recommended Approval of the Second Amendment of the 2020/21 Lake APC Budget**

Alexis Pedrotti reported the proposed amendment was a formality to include \$261,729 of REAP funding as part of the Lake APC 2020/21 Budget. Alexis apologized that some of the totals on the spreadsheet in the Board packet did not format correctly. Alexis added that staff continues to monitor the Local Transportation Funds (LTF) through the pandemic, and there has been a slight increase for the quarter and stated that the total amount was up from last year to \$214,342. Alexis asked if there were any questions.

Director Cremer asked what the totals were for columns that did not format properly. Alexis replied that the total LTF fund total was \$938,687, and the other total was for the REAP funding of \$261,729.

Chair Mattina requested any public comments regarding the Second Amendment of the 2020/21 Lake APC Budget. No comments were presented.

*Director Sabatier made a motion to approve the Second Amendment of the 2020/21 Lake APC Budget to include the REAP Funding in the amount of \$261,729, as presented. The motion was seconded by Director Perdock and carried unanimously.*

*Roll Call Vote: Ayes (5)-Directors Sabatier, Perdock, Cremer, Mattina, Leonard Noes (0); Abstain (0); Absent (4) – Directors Simon, Parlet, and Rex Jackman (PAC), Vacant Member-at-Large*

Rex Jackman from Caltrans joined the meeting.

## RATIFY ACTION

### 10. Adjourn Policy Advisory Committee and Reconvene as Area Planning Council

Chair Mattina adjourned the Policy Advisory Committee at 9:20 a.m. and reconvened as the APC.

### 11. Consideration and Adoption of Recommendations of Policy Advisory Committee

*Director Sabatier made a motion to adopt the recommendations of the Policy Advisory Committee and reconvene as the APC. The motion was seconded by Director Perdock and carried unanimously.*

*Roll Call Vote: Ayes (5)-Directors Sabatier, Perdock, Cremer, Mattina, Leonard Noes (0); Abstain (0); Absent (3) – Directors Simon, Parlet, Vacant Member-at-Large*

## REPORTS

### 12. Reports & Information

#### a. Lake APC Staff Summary of Meetings

The summary of meetings report was included for the Board's review, and staff was happy to answer any questions, however there were none.

#### b. Lake APC Planning Staff

##### i. Update on Various Grant Programs

##### Coordinated Plan Update

John reported that the Lake County Coordinated Public Transit-Human Services Transportation Plan (Coordinated Plan) was last updated in 2015. John explained that the updates were approximately every five years to allow new projects to be included within the Coordinated Plan. A draft plan was being prepared by the University of the Pacific (UOP), contracting with Caltrans with the use of Caltrans funds. John stated that the draft was presented in a public forum on November 10 via Zoom. John noted that A survey was distributed for additional input on the plan and will remain open until December 11.

##### Potential New Sustainable Transportation Planning Grants

John reported that the call-for-projects for the Sustainable Transportation planning grant cycle was expected to be released soon and staff was considering three possible applications. The first was an update to the Transportation Demand Model (TDM) for the Lake County region. The consultant preparing the VMT Regional Baseline Study recommended an update for the Transportation Demand Model (TDM). The second project, giving the wildfire history, would involve another attempt at securing funds for a wildfire evacuation plan for the region. Finally, Lake Transit was interested in updating its 2015 Transit Development Plan (TDP). John explained that staff from LTA and APC have been discussing a need for a micro-transit service and decided to combine efforts and seek funds for a TDP update that will include a micro-transit component to explore possibilities for non-traditional and on-demand services.

Director Cremer asked for an example of micro-transit services and asked if the service would fall under the Lake Links program. John replied that micro-transit service was a flexible and on-demand transportation for seniors, disabled, or low-income residents unable to utilize existing public transportation services. John explained that the different types of on demand service were car sharing programs, shuttle service, Uber, and Lyft. John noted that the Lake Links program would likely be involved.



Chair Mattina requested any comments regarding the Grant Programs. No comments were presented.

*ii. Strategic Partnerships Planning Grant Update*

State Route 53 Corridor Project – Danielle Casey reported that staff had a meeting with TJKM to discuss the outcomes of the recent traffic counts conducted along the SR53 Corridor. Danielle explained that the new data collected by subconsultants IDAX shows that the peak travel times have changed since prior studies were conducted. Danielle noted that TJKM decided not to use the StreetLight mobile data, because it only captured about a ten percent sample from people’s cell phones. Staff has scheduled a Technical Advisory Group (TAG) meeting on December 16 to discuss the data findings from traffic counts.

Rex Jackman commented that Caltrans has been working with StreetLight Data and would like to be included in the TAG meeting. Director Cremer stated that he would tell Mike Dean to be on the lookout for the meeting invitation. Danielle replied that Mike Dean and Saskia Rymer-Burnett, were both on the TAG committee and the invite would be sent today.

Chair Mattina requested any more comments regarding the Strategic Partnerships Planning Grant Update. No comments were presented.

*iii. Miscellaneous*

c. Lake APC Administration Staff

i. Next Meeting Date – January 13, 2020

Chair Mattina asked if there was going to be a January meeting. Lisa replied that most likely the next meeting would be in February.

ii. Miscellaneous

d. Lake APC Directors:

Director Sabatier asked why on Lake 29, just south of Lower Lake, there was only one lane for about 100 ft and then back to two lanes. Rex responded that he received a response from the project manager and the question was not understood. Rex stated that he would rephrase the question and get back to Director Sabatier. Director Cremer explained that the question was on Highway 29 going north towards Lower Lake there was two lanes, and it narrows down to one lane for a small portion and wanted to know why when there was room for two lanes, they did not keep it that way until the stoplight. Rex stated that he had a better understanding of the question now and would relay that back to project manager.

Director Cremer expressed safety concern that there was no left turn lane for Bell Park Avenue Lake 29 going out of Lower Lake. Rex replied that he made a note of the situation and would follow up when he knew more.

e. Caltrans

Rex Jackman reported that the Board received an email including project updates for current and future construction and planning grant projects from the ArcMaps tool. Rex explained that there were still a few items to work out within the tool.

i. SR 29 Project Update:

Rex read an email from Jamie Matteoli regarding the Lake 29 expressway project. Rex stated that the contractor O.C. Jones continues to make progress on segment 2C, and the weather forecast was good, allowing for continued progress through the end of

December. Lisa stated that she was hopeful that in the spring or early summer staff would like to schedule a tour of the project site. Rex stated that he would let Jamie know there was interest in visiting the project site.

Jeff Pimentel expressed his concerns with the Lake 29 construction expenditures and stated that staff was planning a strategy to proceed without going over budget for the project. Richard Mullen, Supervising Transportation Engineer was in the process of setting up a debrief with California Transportation Commission (CTC) staff to understand why right-of-way capital was not recommended for this project.

ii. Lake County Project Status:

Rex stated that Mike Khammash said that there was not anything new from what was reported last month.

iii. Miscellaneous

Director Cremer asked if there were any improvements scheduled for the Highway 53/29 intersection in Lower Lake. Director Cremer stated that it was a busy area and the turn from Highway 53 onto Highway 29 (right after the bridge) was not easy for big trucks. Rex replied that effectively by-passing the intersection was part of the long-range concept, but that improvements were not expected in the short-term.

f. Rural Counties Task Force

i. Next Meeting Date – (TBD)

g. California Transportation Commission

i. Next Meeting Date – January 27 - 28 (*Stockton/Teleconference*)

h. California Association of Councils of Governments (CalCOG)

i. CalCOG Board of Directors Meeting – (TBD)

i. Miscellaneous

**INFORMATION PACKET**

1. a) 11/10/20 (Draft) Lake SSTAC Minutes

**ADJOURNMENT**

The meeting was adjourned by Chair Mattina at 9:49 a.m.

Respectfully Submitted,

***DRAFT***

Charlene Parker  
Administrative Associate



## LAKE COUNTY/CITY AREA PLANNING COUNCIL STAFF REPORT

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**TITLE:** Public Participation Plan Update and Public Hearing

**DATE PREPARED:** February 3, 2021

**MEETING DATE:** February 10, 2021

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**SUBMITTED BY:** Danielle Casey, Project Coordinator

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### **BACKGROUND:**

The 2005 federal transportation bill, Safe, Accountable, Flexible, and Efficient Transportation Equity Act – A Legacy for Users (SAFETEA-LU), emphasized the importance of public participation as part of the transportation planning process. The bill established the requirement for a public participation plan to be used by the Regional Transportation Planning Agencies in their planning processes. These requirements were included in the current federal transportation bill, the Fixing America's Surface Transportation (FAST) Act, passed in 2015.

To comply with SAFETEA-LU, Lake APC adopted a Public Participation Plan in November 2008. As part of the current update to the Regional Transportation Plan (RTP), staff felt that it was appropriate to update the Plan to reflect existing conditions.

Per the federal transportation bill, the public participation plan is to be made available for public review and comment for 45 days prior to adoption at a public hearing. The Public Participation Plan Update was published on the Lake APC website on December 23, 2020, which was 50 days from the public hearing. Notice of the public review period and hearing was published in the Lake County Record Bee newspaper on December 30, 2020, which was 43 days from the public hearing. Lake APC staff has not received any comments from the public on the advertised update.

The plan that is before the Board for consideration today is designed to act as a menu of options available for use in public outreach strategies. It allows flexibility as the appropriate level of and approach to outreach varies from one project to another.

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### **ACTION REQUIRED:**

#### **1. Finding of Proper Notice:**

Board makes the finding, by motion and vote, that a 45-day notice has been given. The notice of public review period and hearing was published by the Lake County Record Bee on December 30, 2020. Proof of publication is attached. The notice was also posted on our web site on December 23, 2020. Proof of publication is attached.

#### **2. Public Hearing:**

Chair opens the public hearing. Staff reports any written comments received for the record during the 45-day period. Public comments are received. The hearing is closed.

#### **3. Board Action:**

Board then determines whether or not to adopt the updated Public Participation Plan.

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**ALTERNATIVES:**

The Board may cancel or postpone this already noticed hearing (not recommended). The Board may also propose changes to the Public Participation Plan prior to adoption.

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**RECOMMENDATION:**

Staff recommends that the Board:

- 1) Make a finding of proper notice and hear the staff report.
- 2) Hold the public hearing.
- 3) Adopt the updated Public Participation Plan.

# **Lake County/City Area Planning Council**

## **Draft Public Participation Plan**

**December 2020**



**Prepared by:**

**Lake County/City Area Planning Council  
525 S. Main Street, Suite B  
Ukiah, CA 95482  
707-263-7799**

# **INTRODUCTION**

## **Background**

The Lake County/City Area Planning Council (APC) is the Regional Transportation Planning Agency (RTPA) for the Lake County region. First established in 1972 by a Joint Powers Agreement, the LC/CAPC now consists of eight members—two members of the Lake County Board of Supervisors, two council members from the City of Lakeport, two council members from the City of Clearlake, and two at large citizen members appointed by the Board of Supervisors.

## **Region**

The region served by the Lake County/City Area Planning Council transportation planning activities exists totally within the boundaries of Lake County. Lake County lies within the northern extension of California's Coastal Ranges. These mountains are characterized by a series of southeast to northwest trending ridges which are separated occasionally by narrow valleys. Lake County is bounded by Mendocino County on the west, Sonoma and Napa Counties to the south and Yolo, Colusa and Glenn Counties on the east. State Highway 20 connects the area with both U.S. 101 and Interstate 5. The County's most prominent geographical feature is Clear Lake, which covers approximately five percent of the county's land area. The northern third of the county is largely unoccupied, much of it lying within the Mendocino National Forest. Mountains are also predominant in the southern one third of Lake County.

The California Department of Finance places Lake County's population at 64,040. This includes a population of 45,066 within the unincorporated areas of the county and an incorporated population of 18,974. Clearlake is the larger of the two incorporated cities, with a population of 14,297. The City of Lakeport has a population of 4,677.

Lake County is a sparsely developed rural area. The bulk of the population is clustered in small areas around the shores of Clear Lake and in the Middletown/Hidden Valley Lake area in the south of the county.

## **Federal Transportation Bill Requirements**

The 2005 federal transportation bill, Safe, Accountable, Flexible and Efficient Transportation Equity Act – A Legacy for Users (SAFETEA-LU), emphasized the importance of public participation as part of the transportation planning process. The bill established the requirement for a public participation plan to be used by Regional Transportation Planning Agencies in their planning processes. These requirements were included in the current federal transportation bill, the Fixing America's Surface Transportation (FAST) Act, passed in 2015.

## **Purpose of This Plan**

The APC recognizes the importance of public participation as well as interagency and intergovernmental participation. Without input and involvement from members of the public, 2 affected agencies, community groups, and other interested parties it would be difficult to develop a transportation program that effectively meets the needs of the county and its communities.

This plan will provide a clear directive for the public participation activities of the APC, particularly as they pertain to the agency's primary responsibilities, which include development and implementation of the following:

- Regional Transportation Plan (RTP)
- Regional Transportation Improvement Program (RTIP)
- Annual Overall Work Program (OWP)
- Administration of Transit Development Act (TDA) funds
- Federal and state grant programs
- Coordinated Human Transportation Plan
- Transit studies
- Area transportation plans
- Special projects

## **ADVISORY COMMITTEES**

Three standing committees aid the Area Planning Council in performing its transportation planning functions.

The **Policy Advisory Committee** (PAC) is composed of Area Planning Council members and a Caltrans District 1 representative. At each APC Board meeting, the board members adjourn as the APC and reconvene as the PAC. Most items on the agenda are considered and voted on by the PAC, then ratified by the APC. This allows Caltrans to participate in voting. The PAC typically meets once a month in conjunction with the APC Board meetings.

The **Technical Advisory Committee** is composed of the Lake County Public Works Director, the Lake County Community Development Director, the Clearlake City Planner, the Clearlake City Engineer, the Lakeport City Engineer, the Lakeport City Planner, the local California Highway Patrol Commander, a representative of the Lake County Airport Advisory Committee, and a Caltrans District 1 Transportation Planner. The TAC considers and votes on matters of a technical nature. The TAC also makes recommendations to the APC Board on matters that will appear on their agendas. The TAC typically meets once a month.

Senate Bill 498, approved in 1987, established the **Social Services Transportation Advisory Council** (SSTAC) which represents interests of the elderly, handicapped, and persons of limited means. The SSTAC is typically involved in transit related projects and

plans, including the Coordinated Human Services Transportation Plan and FTA grant programs. The SSTAC does not have regularly scheduled meetings, but meets on an approximately quarterly basis.

Additional committees are formed on an as needed basis, typically to advise on a particular project or serve a specific function, such as a study advisory group.

## **PUBLIC & AGENCY PARTICIPATION GOALS & STRATEGIES**

**Goal 1:** Provide all interested parties and agencies reasonable opportunities for involvement in the transportation planning process.

Strategy 1.1: Provide adequate public notice of public participation opportunities and activities and time for public review of regionally significant plans and documents.

Strategy 1.2: Utilize the APC website as a means to alert the public and other agencies of the opportunity for public involvement in the transportation planning process when appropriate.

Strategy 1.3: Evaluate plans, programs, and projects to determine the most appropriate and effective tools and strategies for public and agency involvement and outreach.

Strategy 1.4: Provide the opportunity to comment on draft planning documents to affected local, state, federal and tribal agencies.

Strategy 1.5: Make transportation planning documents available for viewing on the APC website. Regionally significant documents, such as the RTP, shall also be made available at key locations throughout the County including public libraries.

Strategy 1.6: In developing the RTP and other regionally significant plans, the APC will consult with local, state, federal and tribal agencies and officials that may be affected by proposed planning activities, including planning, transportation, environmental, economic development, housing, private industry, and resource agencies, as appropriate.

Strategy 1.7: Prior to adoption, provide additional opportunity for public and agency review and comment if a regionally significant plan, including the RTP, differs significantly from the draft that was made available for public review and raises new material issues which could not reasonably have been foreseen from the public involvement efforts.

Strategy 1.8: During the transportation planning process, the APC and its advisory bodies shall conduct open public meetings in accordance with the Brown Act



(CGC Sec. 54950 et seq).

Strategy 1.9: Agendas for all APC board meetings and meetings of standing advisory bodies shall be posted a minimum of 72 hours prior to the meeting.

**Goal 2:** Increase public awareness and understanding of the transportation planning process in Lake County.

Strategy 2.1: Utilize the APC website to increase awareness of current transportation planning activities, and when appropriate, to communicate with the public about specific projects and plans in a non-technical, easily understood format.

Strategy 2.2: Employ visualization techniques as part of public involvement when appropriate.

Strategy 2.3: Provide information on regionally significant plans and projects to the local media for inclusion in their publications and/or reports.

Strategy 2.4: Maintain the APC website with current transportation planning activities, including reports and plans, as well as agendas and minutes for APC Board meetings.

Strategy 2.5: When appropriate, present information about specific plans and projects at public forums, such as City Council and Board of Supervisors meetings for increased public and governmental awareness.

**Goal 3:** Ensure accessibility to the transportation planning process and information for all members of the community.

Strategy 3.1: Hold public meetings at locations that are convenient and accessible to the public.

Strategy 3.2: When selecting meeting locations for community outreach activities, prioritize those locations that are accessible by means of public transit.

Strategy 3.3: When appropriate, incorporate tools that allow for alternate methods of participation.

Strategy 3.4: Make transportation planning documents available for viewing on the APC website. Regionally significant documents, such as the RTP, shall also be made available at key locations throughout the County including public libraries.

Strategy 3.5: Make every effort to accommodate requests for accessibility opportunities, including physical accessibility to public meetings as well as accessibility to information.

**Goal 4:** Maintain contact with interested individuals and agencies throughout the process of developing plans and projects.

Strategy 4.1: Encourage early involvement in the transportation planning process by providing timely notification and access to information regarding the development of plans and projects.

Strategy 4.2: Utilize citizen and/or agency advisory groups as a means of providing input to the transportation planning process. For some projects or plans, the TAC or SSTAC may serve this role.

Strategy 4.3: Maintain a contact list of agencies and individuals that may be interested in a specific project or plan.

Strategy 4.4: Identify key individuals and organizations, including small community organizations, that may be interested in or affected by a plan or program.

Strategy 4.5: Prior to adoption, provide additional opportunity for public and agency review and comment if a regionally significant plan, including the RTP, differs significantly from the draft that was made available for public review and raises new material issues which could not reasonably have been foreseen from the public involvement efforts.

**Goal 5:** Increase opportunities for those traditionally under-served, including the elderly, low income, disabled, and minority households, to participate in the transportation planning process.

Strategy 5.1: Utilize the Social Services Transportation Advisory Council (SSTAC) as a means of obtaining input and recommendations for plans and programs impacting the elderly, disabled and low-income communities, including the RTP and Coordinated Human Services Transportation Plan.

Strategy 5.2: Encourage representation on the SSTAC to be reflective of the underserved communities within Lake County.

Strategy 5.3: Offer key information, such as notices and announcements, in alternative languages when appropriate or requested.

Strategy 5.4: Provide the opportunity for alternative forms of public input (website, email, etc.) for individuals who are unable to attend public meetings or workshops.

Strategy 5.5: When appropriate, utilize alternative media outlets that may target minority or underserved segments of the community.

**Goal 6:** Consider public and agency input and comments as an integral part of APC's decision making process.

Strategy 6.1: Utilize citizen and/or agency advisory groups as a means of providing input to the transportation planning process. The TAC may serve in this function if appropriate.

Strategy 6.2: Conduct public opinion surveys to help identify the needs, interests and concerns of the population when appropriate.

Strategy 6.3: Consider the input of local, state, federal, and tribal agencies during the decision-making process.

Strategy 6.4: As appropriate, incorporate concerns, issues, and suggestions of the public and agencies when developing plans and projects.

**Goal 7:** Consult with tribal governments within Lake County and provide opportunities for tribal government input into the transportation planning process.

Strategy 7.1: Provide early notice of the development of transportation plans and programs to all tribal governments within Lake County.

Strategy 7.2: Provide the opportunity for direct consultation with tribal councils and/or administrators as part of the transportation planning process.

Strategy 7.3: Provide the opportunity for tribal governments and the tribal community to review significant plans and programs, including the Regional Transportation Plan and the Regional Transportation Improvement Program.

## **PUBLIC PARTICIPATION TOOLS**

This section describes the public participation tools used by the APC.

### **Most Common Public Participation Tools:**

APC Website: the APC's website, [www.lakeapc.org](http://www.lakeapc.org), provides the APC's contact information, public notices, and meeting agendas and minutes. The site also includes transportation plans and programs, local transportation studies, and documents for public review and comment.

Contact Lists: APC staff maintains a master list of all contacts, including public agencies, businesses, community groups, and members of the public. The list is used to establish and maintain a list of e-mail and regular mail contacts for general communications, electronic meeting notifications, and announcements.

Legal Advertisements: Legal notices are required to be published in a newspaper of countywide circulation. The APC typically publishes notices in the Lake County Record Bee. Notices for items that may be of greater regional concern may also be published in Clearlake Observer. Notices may advertise meetings, agendas, or public comment periods on proposed plans, programs, or documents. The timeframe required for publication of legal notices varies depending on the type of project or plan being considered.

Project Workshops/Open-Houses: Public and agency workshops are often held during development of various transportation plans. Workshops may be held at the initial stage of plan development and later in the process to allow the public opportunity to comment on a draft plan or project concept. These are typically casual, open meeting formats. Notices of workshops may be advertised in the newspaper and on the website and often promoted through direct mailings or emails as well.

Small Group Meetings: These types of meetings would typically be with study or project advisory groups convened for specific projects. Meetings of these groups would take place during project development and for project or plan review.

Public Hearings: Public hearings are used to solicit public comments on a project or issue being considered by the APC. Hearings provide a formal setting for citizens to provide comments to APC or another decision-making body. The requirement for a formal public hearing is usually statutorily established as is the need to publish a legal notice for the public hearing.

Press Releases: Press releases are sent to local media (newspaper, television, and radio) to announce upcoming meetings and activities and to provide information on specific issues being considered by the APC or its committees.

Availability of Plans and Documents: Documents at all stages will be available for review by the public at the APC office and on the APC website. A copy of key regional draft documents, such as the RTP, may also be made available at other locations throughout the County, such as the public libraries.

### **Other Possible Tools for Public Outreach**

Display Ads: Display ads in newspapers or on websites may be used to promote meetings that are not regularly scheduled or agenda items that may be of wide public interest. They are used to reach a larger audience than those that typically read legal ads. Display ads may also be used to advertise public comment periods on proposed plans, programs, or documents.

Direct Mailings: Letters or announcements may be mailed to lists of individuals or agencies regarding a specific project. Typically, the mailing list will be customized for a specific project.

Posters and Flyers: This tool would typically be used to promote a public workshop or meeting. The posters and flyers would be distributed at public places, such as city halls, libraries, and community centers for display. The announcement may contain a brief description of the purpose of the meeting/event, the time(s) and location(s), and contact information. Posters and flyers may be used to reach a large audience that cannot be reached using direct mailings and/or newsletters.

Surveys: Surveys may be used to gauge public opinion on certain issues. This tool has been used in the past to measure public support of a sales tax measure for transportation.

Radio and Television Ads: Paid radio and television ads may be used to generate public interest and involvement.

Member/Project Partner Agencies: The APC may ask that member agencies (County and cities) or project partner agencies (such as Caltrans) share information about projects, events, or public engagement opportunities on their websites, social media accounts, or by other commonly used means.

## **PUBLIC PARTICIPATION PERFORMANCE MEASURES**

The strategies and goals contained in this plan will be reviewed periodically to analyze their effectiveness and determine if modification to this plan is necessary. Strategies may be modified and additional strategies may be added to improve the public participation process.

The following indicators may be used in reviewing and determining the effectiveness of this plan:

- Number of public meetings and workshops
- Number and origin of participants at public meetings and workshops
- Number of hits to the APC website
- Number of comments received during the public comment period for projects and programs
- Revisions to plans or projects based on citizen and agency input

## **REVIEW OF PUBLIC PARTICIPATION PLAN**

Per the federal transportation bill, this public participation plan will be made available for public review and comment for 45 days prior to adoption at a public hearing. Comments on the plan may be submitted to the the APC offices by mail at 525 S. Main Street, Suite B, Ukiah, California, 95482. Comments may also be submitted via email to [caseyd@dow-associates.com](mailto:caseyd@dow-associates.com). Oral comments may be provided at APC Board meetings or via telephone at 707-263-7799.

Lake County Publishing  
**Lake County Record-Bee**  
2150 S. Main St., PO Box 849  
Lakeport, CA 95453  
(707) 263-5636  
advertising@record-bee.com

2117222

DOW & ASSOCIATES  
525 S MAIN STREET SUITE B  
UKIAH, CA 95482

**Affidavit of Publication  
STATE OF CALIFORNIA  
County of Lake**

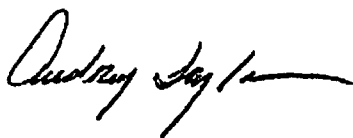
I, Audrey Taylor, being first duly sworn, depose and say: That at and during all the dates and times herein mentioned I was, and now am the legal clerk of the Lake County Record-Bee, a newspaper published for the dissemination of local or telegraphic news and intelligence of a general character, having a bona fide subscription list of paying subscribers, and which is, and has been, established, printed and published at regular intervals, to-wit: Daily (except Sunday and Monday) in the City of Lakeport, County and State aforesaid, for more than one year preceding the date of the publication below mentioned, a newspaper of general circulation, as that term is defined by Section 6,000 et al. of the Government Code of the State of California, and is not and was not during any said times, a newspaper devoted to the interests or denomination, or for any members of such classes, professions, trades, callings, races or denominations.

That at, and during all of said dates and times herein mentioned, affiant had and now has knowledge and charge of all notes and advertisements appearing in said newspaper; that the notice of which the annexed is printed copy, was published each week in the regular and entire issue of one or more number of the said newspaper during the period and times of publication thereof, to-wit:

For 4 issues published therein on the following dates, viz:  
12/30/2020;

that said notice was published in said newspaper proper and not in a supplement; that said notice, as so published, was set in type not smaller than nonpareil, and was preceded with words printed in black face type not smaller than nonpareil, describing and expressing in general terms the purport and character of said notice, as fully appears from the exact copy of said notice, which is hereto annexed as aforesaid.

Executed this 31th day of December, 2020 at Lakeport, California. I hereby declare under penalty of perjury that I have read the foregoing and that it is true and correct.



Audrey Taylor, Legal Clerk

Legal No. 0006542044

RB20308

**PUBLIC NOTICE**

**Draft Public Participation**

**Plan - 45 Day Public Review Period**

**NOTICE IS HEREBY GIVEN** that the Lake Area Planning Council (Lake APC), the regional transportation planning agency for Lake County, has prepared a draft Public Participation Plan, which establishes methods and tools to be used by Lake APC for public and agency involvement and outreach in relation to the transportation planning process. The draft Plan may be found on the Lake APC website at [www.lakeapc.org](http://www.lakeapc.org).

Comments may be submitted to Lake APC at 525 S. Main St., Suite G, Ukiah, CA 95482, or by email to [caseyd@dow-associates.com](mailto:caseyd@dow-associates.com). A public hearing will be held by Lake APC to adopt the Public Participation Plan on February 10, 2021 at 9:00 a.m. or soon thereafter. During the ongoing health pandemic, all Lake APC meetings will be conducted by teleconference (audio and/or video) pursuant to the Governor's Executive Order N-29-20. Agendas and meeting materials will be posted to APC's website at <https://www.lakeapc.org/>. For further information, please contact Danielle Casey, Project Coordinator, at 707-263-7799 or visit the Lake APC website.

12/30/2020



(<https://www.lakeapc.org/>)

**MENU**

# Public Notice: Draft Public Participation Plan for Review & Comment (<https://www.lakeapc.org/news/public-notice-draft-public-participation-plan-for-review-comment/>)

*Published December 23, 2020*

The draft Public Participation Plan is available for public comment, as part of the 2022 Regional Transportation Plan update. Comments may be submitted to Lake APC at 525 S. Main St., Suite G, Ukiah, CA 95482, or by email to [caseyd@dow-associates.com](mailto:caseyd@dow-associates.com). A public hearing will be held by Lake APC to adopt the Public Participation Plan on February 10, 2021 at 9:00 a.m. or soon thereafter. During the ongoing health pandemic, all Lake APC meetings will be conducted by teleconference (audio and/or video) pursuant to the Governor's Executive Order N-29-20.

2020 Lake Public Participation Plan Update – Draft (<https://secureservercdn.net/50.62.195.83/0m0.ea5.myftpupload.com/wp-content/uploads/2020/12/2020-Lake-Public-Participation-Plan-Update-Draft.pdf>)

Lake County Coordinated Plan Outreach Survey (<https://www.lakeapc.org/news/lake-county-coordinated-plan-outreach-survey/>)





# LAKE COUNTY/CITY AREA PLANNING COUNCIL

## STAFF REPORT

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**TITLE:** 2020/21 Overall Work Program – 2<sup>nd</sup> Amendment (Proposed)      **DATE PREPARED:** February 3, 2021  
**MEETING DATE:** February 10, 2021

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**SUBMITTED BY:** Alexis Pedrotti, Project Manager

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### **BACKGROUND:**

The Lake TAC and APC have reviewed and approved the Final and First Amendment to the FY 2020/21 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. In addition, amendments can include new grant funded projects or changes to a funded project scope, schedule, or funding amount.

The (proposed) second amendment comes as a request from the County of Lake. The County Department of Public Works (DPW) has historically requested planning funds in Overall Work Programs from \$30,000 to \$50,000 annually. Unfortunately, the County inadvertently missed the opportunity to submit their application last January, leaving them with only \$7,661 of carryover funding to expend in this current Overall Work Program. To date, County staff has fully expended all their carryover funding. Given this unfortunate circumstance, the County is requesting up to \$15,000 for Element 605 (Federal and State Grant Preparation, Monitoring and Assistance) and Work Element 607 (Special Studies).

The current Overall Work Program includes reserve funding, however there is also \$19,536 of Rural Planning Assistance (RPA) funding under Work Element 612 for Consultant/Direct Costs that will not be expended as previously expected. If APC members feel the County's request is reasonable, this amendment will not only support County DPW, but also help to expend RPA funding that could potentially expire June 30, 2021.

Although this request was made outside of the annual planning application cycle, it is worth noting that the Lake APC Board has considered individual requests in the past. When funding is available and a special need or projects arises, the APC may support or deny the recommendation.

On January 21, 2021, the Lake Technical Advisory Committee (TAC) discussed and ultimately supported this request to amend the FY 2020/21 Overall Work Program to shift funding to the County of Lake in the amount of \$15,000 from Work Element 12.

I am requesting the Lake APC consider the recommendation to approve the 2020/21 OWP Second Amendment as proposed. A digital copy is provided for your review. Hard copies will be provided upon request.

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### **ACTION REQUIRED:**

Approve 2020/21 Overall Work Program Second Amendment as recommended by the Lake TAC.

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### **ALTERNATIVES:**

Do not approve amended Work Program and provide alternative suggestions.

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### **RECOMMENDATION:**

Approve the Second Amendment to the Overall Work Program as presented, transferring \$15,000 Rural Planning Assistance funding to Lake County DPW for Work Elements 605 and 608 from Work Element 12 that will not be expended as originally intended.

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

<b>WE</b>	<b>Work Element Project Description</b>	<b>RPA</b>	<b>LTF</b>	<b>PPM</b>	<b>Other</b>	<b>Total</b>
600	Regional Planning & Intergovernmental Coordination	\$ 133,989	\$ -	\$ -	\$ -	\$ 133,989
601	TDA Activities & Coordination	\$ -	\$ 36,600	\$ -	\$ -	\$ 36,600
602	Transit Planning & Performance Monitoring	\$ 15,000	\$ -	\$ -	\$ -	\$ 15,000
603	Transit Passenger Survey ( <i>Carryover</i> )	\$ 25,863	\$ -	\$ -	\$ -	\$ 25,863
604	Lake County Project Reserve Funds	\$ -	\$ 464	\$ 43,440	\$ -	\$ 43,904
605	Federal & State Grant Preparation, Monitoring & Assistance	<del>\$ 32,661</del>	\$ 7,000	\$ 5,500	\$ -	<del>\$ 45,161</del>
		<b>\$ 40,161</b>				<b>\$ 52,661</b>
606	Speed Zone Studies	\$ 12,500	\$ -	\$ -	\$ -	\$ 12,500
<b>607</b>	<b>Special Studies</b>	<del>\$ 23,067</del>	\$ 18,430	\$ -	\$ -	<del>\$ 41,497</del>
		<b>\$ 30,567</b>				<b>\$ 48,997</b>
608	Planning, Programming, & Monitoring	\$ 32,962	\$ -	\$ 4,459	\$ -	\$ 37,421
609	Sustainable Transportation Planning (NEW)	\$ 7,500	\$ -	\$ -	\$ -	\$ 7,500
610	Active Transportation	\$ 10,000	\$ -	\$ -	\$ -	\$ 10,000
611	Pavement Management Program Inventory Update ( <i>Carryover</i> )	\$ -	\$ -	\$ 6,500	\$ -	\$ 6,500
<b>612</b>	<b>Technology Support Services</b>	<del>\$ 21,536</del>	\$ -	\$ -	\$ -	<del>\$ 21,536</del>
		<b>\$ 6,536</b>	\$ -	\$ -	\$ -	<b>\$ 6,536</b>
613	Transportation Information Outreach	\$ 2,000	\$ -	\$ -	\$ -	\$ 2,000
614	Regional and Active Transportation Plans Update (NEW)	\$ 45,000	\$ -	\$ -	\$ -	\$ 45,000
615	<i>Intentionally Left Blank</i>	\$ -	\$ -	\$ -	\$ -	\$ -
616	Training	\$ -	\$ 10,035	\$ -	\$ -	\$ 10,035
617	State Route 53 Corridor Local Circulation Study ( <i>Carryover</i> )	\$ -	\$ 31,670	\$ -	\$ 126,680	\$ 158,350
618	Local Road Safety Plans (NEW)	\$ -	\$ 5,000	\$ -	\$ 130,000	\$ 135,000
619	<i>Intentionally Left Blank</i>	\$ -	\$ -	\$ -	\$ -	\$ -
620	Vehicle Miles Traveled Regional Baseline Study ( <i>Carryover</i> )	\$ -	\$ 9,292	\$ -	\$ 71,721	\$ 81,013
<b>Total Funding Sources</b>		<b>\$ 362,078</b>	<b>\$ 118,491</b>	<b>\$ 59,899</b>	<b>\$ 328,401</b>	<b>\$ 868,869</b>

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

<b>Local Transportation Fund (LTF)</b>							
<b>WE</b>	<b>WE Project Description</b>	<b>Lake DPW</b>	<b>Lakeport</b>	<b>Clearlake</b>	<b>APC Staff Consultant</b>	<b>Other</b>	<b>Total</b>
601	TDA Activities & Coordination	\$ -	\$ 7,500	\$ 2,591	\$ 20,000	\$ 6,509	\$ 36,600
604	Lake County Project Reserve	\$ -	\$ -	\$ -	\$ -	\$ 464	\$ 464
605	Federal & State Grant Prep, Monitoring & Assistance	\$ -	\$ 7,000	\$ -	\$ -	\$ -	\$ 7,000
607	Special Studies	\$ -	\$ 5,000	\$ 13,430	\$ -	\$ -	\$ 18,430
616	Training	\$ -	\$ -	\$ -	\$ 2,787	\$ 7,248	\$ 10,035
617	State Route 53 Corridor Local Circulation Study <i>(Carryover)</i>	\$ -	\$ -	\$ -	\$ 1,468	\$ 30,202	\$ 31,670
618	Local Roads Safety Plans (NEW)	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ 5,000
620	Vehicle Miles Traveled Regional Baseline Study <i>(Carryover)</i>	\$ -	\$ -	\$ -	\$ 498	\$ 8,794	\$ 9,292
<b>Total LTF Funding by Claimant</b>		\$ -	\$ 19,500	\$ 16,021	\$ 29,753	\$ 53,217	<b>\$ 118,491</b>

<b>Planning, Programming &amp; Monitoring (PPM)</b>							
<b>WE</b>	<b>WE Project Description</b>	<b>Lake DPW</b>	<b>Lakeport</b>	<b>Clearlake</b>	<b>APC Staff Consultant</b>	<b>Other</b>	<b>Total</b>
604	Lake County Project Reserve	\$ -	\$ -	\$ -	\$ -	\$ 43,440	\$ 43,440
605	Federal & State Grant Prep, Monitoring & Assistance	\$ -	\$ 500	\$ 5,000	\$ -	\$ -	\$ 5,500
608	Planning, Programming & Monitoring	\$ -	\$ -	\$ 4,459	\$ -	\$ -	\$ 4,459
611	Pavement Management Program Update <i>(Carryover)</i>	\$ -	\$ -	\$ -	\$ -	\$ 6,500	\$ 6,500
<b>Total PPM Funds by Claimant</b>		\$ -	\$ 500	\$ 9,459	\$ -	\$ 49,940	<b>\$ 59,899</b>

Rural Planning Assistance (RPA)							
WE	WE Project Description	Lake DPW	Lakeport	Clearlake	APC Staff Consultant	Other	Total
600	Regional Plng & Intergovernmental Coordination	\$ -	\$ 2,500	\$ 3,618	\$ 127,871	\$ -	\$ 133,989
602	Transit Planning & Performance Monitoring	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ 15,000
603	Transit Passenger Survey	\$ -	\$ -	\$ -	\$ -	\$ 25,863	\$ 25,863
604	Lake County Project Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
605	Federal & State Grant Prep, Monitoring & Assit.	\$ <del>7,661</del>	\$ -	\$ -	\$ 25,000	\$ -	\$ <del>32,661</del>
		\$ 15,161	\$ -	\$ -	\$ -	\$ -	\$ 40,161
606	Speed Zone Studies	\$ -	\$ -	\$ -	\$ 12,500	\$ -	\$ 12,500
607	Special Studies	\$ -	\$ -	\$ -	\$ 23,067	\$ -	\$ <del>23,067</del>
		\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ 30,567
608	Planning, Programming & Monitoring	\$ -	\$ -	\$ 5,000	\$ 27,962	\$ -	\$ 32,962
609	Sustainable Transportation Planning - (New)	\$ -	\$ -	\$ -	\$ 7,500	\$ -	\$ 7,500
610	Active Transportation	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ 10,000
612	Countywide Technology Support Services	\$ -	\$ 1,500	\$ -	\$ -	\$ 20,036	\$ <del>21,536</del>
						\$ 5,036	\$ 6,536
613	Transportation Information Outreach	\$ -	\$ -	\$ -	\$ 2,000	\$ -	\$ 2,000
614	Regional and Active Transportation Plans Update (New)	\$ -	\$ -	\$ -	\$ 45,000	\$ -	\$ 45,000
<b>Total RPA Funding by Claimant</b>		\$ 22,661	\$ 4,000	\$ 8,618	\$ 295,900	\$ 50,935	\$ 362,078

Other Funding: (Awarded Grants)							
WE	WE Project Description	Lake DPW	Lakeport	Clearlake	APC Staff Consultant	Other	Total
617	State Route 53 Corridor Local Circulation Study ( <i>Carryover</i> )	\$ -	\$ -	\$ -	\$ 5,871	\$ 120,809	\$126,680
618	Local Road Safety Plans (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 130,000	\$130,000
620	Vehicle Miles Traveled Regional Baseline Study ( <i>Carryover</i> )	\$ -	\$ -	\$ -	\$ 3,845	\$ 67,876	\$71,721
	<b>Total Funds by Claimant</b>	\$0	\$0	\$0	\$9,716	\$318,685	\$328,401

**Total Funds Available: \$868,869**

**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	\$ -	\$ 2,500	\$ 3,618	\$127,871	\$ -	\$ 133,989
601	TDA Activities & Coordination	\$ -	\$ 7,500	\$ 2,591	\$ 20,000	\$ 6,509	\$ 36,600
602	Transit Planning & Performance Monitoring	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ 15,000
603	Transit Passenger Survey ( <i>Carryover</i> )	\$ -	\$ -	\$ -	\$ -	\$ 25,863	\$ 25,863
604	Lake County Project Reserve Funds	\$ -	\$ -	\$ -	\$ -	\$ 43,904	\$ 43,904
<b>605</b>	<b>Federal &amp; State Grant Prep., Monitoring &amp; Assistance</b>	<del>\$ 7,661</del>	\$ 7,500	\$ 5,000	\$ 25,000	\$ -	<del>\$ 45,161</del>
		<b>\$ 15,161</b>					<b>\$ 52,661</b>
606	Speed Zone Studies	\$ -	\$ -	\$ -	\$ 12,500	\$ -	\$ 12,500
<b>607</b>	<b>Special Studies</b>	\$ -	\$ 5,000	\$ 13,430	\$ 23,067	\$ -	<del>\$ 41,497</del>
		<b>\$ 7,500</b>					<b>\$ 48,997</b>
608	Planning, Programming, & Monitoring	\$ -	\$ -	\$ 9,459	\$ 27,962	\$ -	\$ 37,421
609	Sustainable Transportation Planning (New)	\$ -	\$ -	\$ -	\$ 7,500	\$ -	\$ 7,500
610	Active Transportation	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ 10,000
611	Pavement Management Program	\$ -	\$ -	\$ -	\$ -	\$ 6,500	\$ 6,500
<b>612</b>	<b>Technology Support Services</b>	\$ -	\$ 1,500	\$ -	\$ -	<del>\$ 20,036</del>	<del>\$ 21,536</del>
						<b>\$ 5,036</b>	<b>\$ 6,536</b>
613	Transportation Information Outreach	\$ -	\$ -	\$ -	\$ 2,000	\$ -	\$ 2,000
614	Regional and Active Transportation Plans Update (New)	\$ -	\$ -	\$ -	\$ 45,000	\$ -	\$ 45,000
616	Training	\$ -	\$ -	\$ -	\$ 2,787	\$ 7,248	\$ 10,035
617	State Route 53 Corridor Local Circulation Study ( <i>Carryover</i> )	\$ -	\$ -	\$ -	\$ 7,339	\$ 151,011	\$ 158,350
618	Local Road Safety Plans (New)	\$ -	\$ -	\$ -	\$ 5,000	\$ 130,000	\$ 135,000
620	Vehicle Miles Traveled Regional Baseline Study ( <i>Carryover</i> )	\$ -	\$ -	\$ -	\$ 4,343	\$ 76,670	\$ 81,013
<b>Totals</b>		<b>\$ 22,661</b>	<b>\$ 24,000</b>	<b>\$ 34,098</b>	<b>\$335,369</b>	<b>\$452,741</b>	<b>\$ 868,869</b>

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## **WORK ELEMENT 605 – FEDERAL & STATE GRANT PREPARATION, MONITORING & ASSISTANCE**

**PURPOSE:** To provide technical assistance, research and support to local agencies, Lake Transit Authority, tribal governments and others, on federal, state and local grant opportunities to maximize federal and State sources that may be available to improve all modes of transportation in Lake County.

**PREVIOUS WORK:** Various grant applications submitted by local agencies, LTA, and Lake APC Staff.

### **TASKS:**

1. Review and establish regionally significant priorities projects for the current fiscal year. (Local Agencies: Ongoing)
2. Research and distribute information pertaining to available and upcoming Federal and State transportation planning grants that may be available to meet the regions priorities. Caltrans planning grant opportunities can be accessed at [www.dot.ca.gov/hq/tpp/grants.htm](http://www.dot.ca.gov/hq/tpp/grants.htm) (APC Staff/Local Agencies: Ongoing)
3. Prioritize grants by purpose, funding source, matching requirements, granting authority, and availability related to the transportation planning process, excluding capital projects. (APC Staff/Local Agencies: Ongoing)
4. Coordinate with potential grant applicants to seek Lake APC sponsorship of transportation related grants. (APC Staff/Local Agencies: Ongoing)
5. Utilize entity staff or consultants to gather required transportation related information and prepare grant documents. (APC Staff/Local Agencies: Ongoing)
6. Provide technical assistance (including hosting workshops) to local agencies, tribal governments, LTA and others in preparation of various federal and state grant applications. (APC Staff/Local Agencies: Ongoing)
7. Review and rank transportation grant applications as requested by Caltrans; including possible participation on evaluation committees. (APC Staff/Local Agencies: Ongoing)
8. Submit grant applications to appropriate agencies including but not limited to the Active Transportation Program (ATP), grant applications pertaining to the new Federal Transportation Bill FAST Act, Road Repair and Accountability Act of 2017, California Air Resources Board (CARB) and other programs. (APC Staff/Local Agencies: Ongoing)
9. As necessary, coordinate and consult with all tribal governments on grant process and development of grants. (Local Agencies / APC Staff: Ongoing)
10. As necessary, participation, monitoring and assisting with grant funded work elements and projects to ensure scope, schedule and deliverables have been met as required by Caltrans. (APC Staff: Ongoing)

### **PRODUCTS:**

Copies of transportation planning grant applications will be prepared on behalf of APC, cities of Lakeport, and Clearlake, and Lake County.

**FUNDING SOURCES AND AGENCY PARTICIPATION:**

Responsible Agency	Approx. Person Days	Budget	Fiscal Year	Funding Source
City of Clearlake	7	\$5,000	20/21	PPM
County of Lake	44	<del>\$7,661</del>	19/20	RPA
	<b>22</b>	<b>\$15,161</b>		
City of Lakeport	10	\$7,000	20/21	LTF
	1	\$500	20/21	PPM
APC Staff Consultant	32	\$25,000	20/21	RPA
<b>TOTAL:</b>	<del>62</del>	<del>\$45,161</del>	\$5,500 - 20/21	PPM
	<b>73</b>	<b>\$52,661</b>	\$7,000 - 20/21	LTF
			<del>\$7,661 - 19/20</del>	RPA
			<b>\$15,161 - 19/20</b>	RPA
			\$25,000 - 20/21	RPA

\* Use of State RPA funds must be in accordance with Caltrans' procurement and other requirements (no consultant mark-up; approved travel rates, etc.) Contact Lake APC staff with questions.

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## WORK ELEMENT 607 – SPECIAL STUDIES

**PURPOSE:** Collect data and perform studies for the County and two cities which will be useful to update the transportation data base, respond to local issues, aid in implementation of the Regional Transportation Plan, Active Transportation Program and other projects as needed.

**PREVIOUS WORK:** Previous work performed under this element has included: traffic studies in the County of Lake and City of Clearlake; roundabout review in City of Lakeport; crosswalk reviews in the City of Clearlake and Middletown; purchased traffic counters and performed traffic counts countywide to prepare Traffic Monitoring Program, purchased equipment for City of Lakeport, GIS equipment and technical support for Cities of Lakeport & Clearlake, and Roadway Safety Analysis. This is an ongoing project which was initiated several years ago and will continue in this fiscal year.

**TASKS:**

1. Perform studies, volume monitoring, inventories, analyses, and evaluations to ensure adequate data is available for County roads and City streets in Clearlake and Lakeport. (APC Staff / Local Agencies / Consultant: Ongoing)
2. Provide timely transportation related data and technical support to aid in the evaluation of local issues, including the development of and updates to transportation planning documents. (APC Staff / Local Agencies / Consultant: Ongoing)
3. Prepare grants/RFPs and coordinate studies consistent with data from Speed Zone Studies, Federal & State Grant Preparation and Monitoring, and Planning, Programming & Monitoring to reduce duplication of work and analysis. (APC Staff: Ongoing)
4. Coordination and consultation with Native American Tribal Governments as appropriate, and document Tribal government-to-government relations. (APC Staff/ Local Agencies: Ongoing)
5. Perform county-wide speed/volume surveys and traffic counts to support a variety of planning documents/studies that may not be completed through WE 603. (APC Staff / Local Agencies / Consultant: Annually)
6. Evaluate high accident roadway segments; the options for repair, and preparation of cost estimates for desired alternatives. (APC Staff / Local Agencies / Consultant: Ongoing)
7. Perform updates to sign inventory programs, and pavement marking & sign inventories, and conduct traffic safety inspections. (APC Staff / Local Agencies / Consultant: Ongoing)

**PRODUCTS:**

1. Special Studies Summary which outlines scope, recipient agency, cost, and completion date of projects. (APC Staff, Consultants, Lake County DPW & Cities)
2. Report of final results of speed and volume studies on County Maintained Roads and City Streets. (APC Staff)
3. Report that identifies the top ten accident producing roadway segments. (Lake County DPW, cities)
4. Proposed corrective measures and cost estimates. (Consultants, Lake County DPW and Cities)
5. Updates to transportation planning projects such as sign inventory programs, traffic counting programs, bikeway and pedestrian projects, and other data bases. (Consultants, Lake County DPW and Cities)



**FUNDING SOURCES AND AGENCY PARTICIPATION:**

Responsible Agency	Approx. Person Days	Budget	Fiscal Year	Funding Source
City of Clearlake	7	\$5,000	20/21	LTF
	12	\$8,430	19/20	LTF
City of Lakeport	7	\$5,000	19/20	LTF
<b>County of Lake</b>	<b>11</b>	<b>\$7,500</b>	<b>19/20</b>	<b>RPA</b>
APC Staff Consultant	26	\$20,500	20/21	RPA
	3	\$2,567	19/20	RPA
<b>TOTAL:</b>	<b>57</b>	<b>\$41,497</b>	\$5,000 - 20/21	LTF
	<b>68</b>	<b>\$48,997</b>	\$13,430 - 19/20	LTF
			\$20,500 - 20/21	RPA
			\$2,567 - 19/20	RPA
			<b>\$10,067 - 19/20</b>	<b>RPA</b>

## 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. Utilization 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. (APC Staff/ Direct Cost Maintenance Fee: Ongoing)

**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
City of Lakeport	2	\$1,500	20/21	RPA
Direct Costs/Other Consultant	N/A	\$500	20/21	RPA
	N/A	\$19,536	19/20	RPA
	N/A	<b>\$5,036</b>		
<b>TOTAL:</b>		<del>\$21,536</del> <b>\$7,036</b>	\$2,000 - 20/21 <del>\$19,536 - 19/20</del> <b>\$5,036 - 19/20</b>	RPA RPA RPA



## LAKE COUNTY/CITY AREA PLANNING COUNCIL STAFF REPORT

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**TITLE:** Meetings Attended by APC Staff

**DATE PREPARED:** February 3, 2021

**MEETING DATE:** February 10, 2021

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**SUBMITTED BY:** Lisa Davey-Bates, Executive Director

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**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 12/9/20  
Teleconference/Zoom  
(Davey-Bates, Barrett, Pedrotti, Sookne, Speka, Casey, Parker)
2. Community Development Webinar 12/9/20  
Webinar  
(Speka, Casey)
3. Critical Transportation Issues for Wildfires 12/10/20  
Webinar  
(Speka, Casey)
4. Vehicle Miles Traveled (VMT) Regional Baseline Study TAG 12/11/20  
Teleconference  
(Davey-Bates Speka)
5. APC – Planning Coordination Meeting 12/15/20  
Teleconference/Zoom  
(All)
6. Lake 29 – SB1 Application Debrief 12/16/20  
Teleconference/Zoom  
(Davey-Bates)
7. SR53 Corridor Local Circulation Study Project 12/16/20  
Teleconference /Zoom  
(Davey-Bates, Casey)
8. S. Main Street / Soda Bay Meeting 12/16/20  
Teleconference  
(Davey-Bates, Barrett, Sookne, Casey)
9. Lake TAC Meeting 12/17/20  
Teleconference/Zoom  
(Davey-Bates, Pedrotti, Sookne, Speka, Casey, Galliani)
10. Local Road Safety Plan Selection Committee 12/17/20  
Zoom  
(Speka, Casey)

11. Town Hall COVID-19 – Senator McGuire  
Webinar  
(Casey) 12/17/20
12. APC – Planning Coordination Meeting  
Teleconference/Zoom  
(All) 1/5/21
13. Regional Transportation Planning (RTP) Check-In  
Teleconference/Zoom  
(Davey-Bates, Barrett, Sookne, Speka) 1/5/21
14. HCAOG Executive Director Orientation  
Teleconference/Zoom  
(Davey-Bates, Barrett) 1/5/21
15. Transportation Demand Model Update (TDM) Meeting w/Caltrans  
Teleconference/Zoom  
(Davey-Bates, Barrett, Speka) 1/6/21
16. Overall Work Program (OWP) Dashboard Module w/Jeff Schwein  
Zoom  
(Davey-Bates, Barrett, Sookne, Pedrotti, Casey, Parker) 1/7/21
17. Lake County Tribal Meeting  
Teleconference/Zoom  
(Davey-Bates, Barrett, Speka) 1/7/21
18. Transportation Demand Model Update (TDM) Meeting w/Caltrans  
Teleconference/Zoom  
(Davey-Bates, Barrett, Speka) 1/7/21
19. Caltrans Adaptation Prioritization Meeting  
Teleconference/Zoom  
(Davey-Bates, Barrett, Speka) 1/8/21
20. Caltrans D1 Sustainable Planning Grant Workshop  
Webinar  
(Davey-Bates, Barrett, Speka) 1/8/21
21. Regional Early Action Plan (REAP) Meeting  
Zoom  
(Davey-Bates, Barrett, Sookne, Speka) 1/8/21
22. Regional Transportation Planning (RTP) Check-In  
Zoom  
(Davey-Bates, Barrett, Sookne) 1/11/21

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|---|---------|
| 23. APC – Planning Coordination Meeting<br>Teleconference/Zoom<br>(All)                                     | 1/12/21 |
| 24. SR 53 Corridor Local Circulation Study Project<br>Teleconference<br>(Davey-Bates, Casey)                | 1/13/21 |
| 25. Caltrans Grant Planning Meeting<br>Teleconference/Zoom<br>(Davey-Bates, Barrett, Speka)                 | 1/14/21 |
| 26. Brown Act Principles<br>Webinar<br>(Parker)   | 1/14/21 |
| 27. Rural Counties Task Force Meeting (RCTF)<br>Webinar<br>(Casey)  | 1/15/21 |
| 28. Regional Transportation Planning (RTP) Check-In<br>Zoom<br>(Davey-Bates, Barrett, Sookne, Speka, Casey) | 1/19/21 |
| 29. APC – Planning Coordination Meeting<br>Teleconference/Zoom<br>(All)                                     | 1/19/21 |
| 30. Move 2030 Webinar<br>Webinar<br>(Barrett)   | 1/19/21 |
| 30. Caltrans Active Transportation Plan TAG Meeting<br>Teleconference/Zoom<br>(Davey-Bates, Speka)          | 1/20/21 |
| 32. Lake TAC Meeting<br>Teleconference/Zoom<br>(Davey-Bates, Pedrotti, Sookne, Speka, Casey, Galliani)      | 1/21/21 |
| 33. Regional Transportation Planning (RTP) Check-In<br>Zoom<br>(Davey-Bates, Barrett, Sookne, Speka, Casey) | 1/22/21 |
| 34. Dan Landon Retirement<br>Teleconference/Zoom<br>(Davey-Bates, Barrett)                                  | 1/22/21 |

35. COG Director Association of California (CDAC) Meeting Teleconference/Zoom (Davey-Bates)	1/26/21
36. Lake Coordinated Plan Meeting Zoom (Davey-Bates, Sookne, Speka)	1/26/21
37. RTPA Group Meeting Teleconference (Davey-Bates, Barrett)	1/26/21
38. SR 53 Corridor Local Circulation Study Project Teleconference (Davey-Bates, Casey)	1/27/21
39. Caltrans Tribal Quarterly Meeting - RTP Teleconference/Zoom (Davey-Bates, Speka)	1/27/21
40. Lakeport Shopping Center Project Meeting Teleconference/Zoom (Speka)	1/27/21
41. California Transportation Commission (CTC) Access/Webinar (Davey-Bates, Barrett)	1/27 - 28/21
42. Caltrans District 1 Local Assistance Huddle Teleconference/Zoom (Davey-Bates)	1/28/21
43. APC – Planning Coordination Meeting Teleconference/Zoom (All)	1/28/21
44. Caltrans/RTPA Group Meeting Teleconference (Davey-Bates, Barrett)	2/2/21
45. APC – Planning Coordination Meeting Teleconference/Zoom (All)	2/2/21
46. APC – Planning Coordination Meeting Teleconference/Zoom (All)	2/9/21

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

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**ACTION REQUIRED:** None.

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**ALTERNATIVES:** None identified.

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



## LAKE COUNTY/CITY AREA PLANNING COUNCIL STAFF REPORT

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**TITLE:** Update on Various Grant Programs

**DATE PREPARED:** February 3, 2021

**MEETING DATE:** February 10, 2021

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**SUBMITTED BY:** John Speka, Project Coordinator

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**BACKGROUND:** Below is a summary of current or potential projects on the horizon that staff will be pursuing in the coming months.

**Coordinated Plan** - The Lake County Coordinated Public Transit-Human Services Transportation Plan (Coordinated Plan) was last updated in 2015. Since 2005, Federal statute has required that meaningful planning and communication take place between public transportation sectors and human service systems, and that a coordinated public transit-human service transportation plan be developed accordingly. Periodic updates (approximately every five years) allow it to remain relevant, especially given the 2012 requirement that all projects supported by Federal Transit Administration (FTA) 5310 must be included within the Coordinated Plan.

Lake APC has been working with the University of the Pacific (UOP), through a contract with Caltrans, to write the study for the Lake County region. A draft of the Plan has now been completed and will be reviewed by the Social Services Transportation Advisory Council (SSTAC) for any possible final comments at its quarterly meeting to be held later this afternoon (February 10). A formal presentation of the Plan will be made to the Board at next month's APC meeting on March 10, at which time the Board will have an opportunity for its own review, comment and possible approval.

**Potential New Sustainable Transportation Planning Grants** - Caltrans has released a Sustainable Transportation Planning Grant call-for-projects, which will be due February 12. Staff will be applying for the following two projects:

The first will involve securing funds for a "Wildfire Evacuation and Preparedness Plan" for the region. This would provide a regional reference document to help ensure seamless coordination between agencies with respect to transportation and evacuation services, including OES, LTA and other potential providers. While an application submitted for a different grant program last April was unsuccessful, it is still believed to be an important study given the wildfire history of the County over the last several years.

The second project staff will be applying for is an update to the 2015 Transit Development Plan (TDP). First adopted in 2008, the TDP assists staff in identifying mobility improvements for transit dependent area residents and visitors. It was most recently updated in 2015. Aside from traditional fixed-route service improvements, the Plan will also look at less traditional options such as the potential for micro-transit and on-demand services, particularly for transit dependent users struggling with the regular fixed route options.

A third application was initially considered for an update to the Transportation Demand Model (TDM) for the region. The previous TDM, the Wine Country Interregional Partnership (IRP), was completed in 2009, which included the four-county area of Lake, Napa, Mendocino and Sonoma counties. Staff was recently informed that Caltrans District 1 was able to secure separate funding for an update to the Wine Country IRP that can be tailored to meet specific Lake region goals, making the need for a grant application unnecessary.



**Regional Early Action Planning (REAP)** - On January 31, staff submitted an application to the Department of Housing and Community Development (HCD) for a Regional Early Action Planning (REAP) grant. The program is intended to facilitate housing production in the region and can be put to a variety of uses per the eligibility criteria provided by the State. Specific projects that are to be funded involve zoning code amendments and the development of online permitting for the County, zoning code updates and project tracking software for the City of Clearlake, and housing related zoning code updates for the City of Lakeport. Funding is non-competitive and will mainly be sub-allocated to the local jurisdictions according to a formula approved by the Board last November based on regional housing needs allocations for “low” and “very-low” income housing within the County and cities.

A smaller percentage of the funds will also be used for a “regional” outreach strategy as called for in the program. This will involve the TAC including a standing agenda item focused on Regional Housing Needs Allocation (RHNA) implementation and will allow APC staff to better monitor progress towards meeting overall housing needs within the region as a whole. As Planning staff from the three jurisdictions play a role on the TAC, it will ultimately provide a regional decision-making approach to housing issues with the added aim of furthering local policies found in Housing Elements of member jurisdictions. Taken together, the program will help Lake APC in coordinating the regional housing needs allocation process with the regional transportation process, consistent with provisions found in SB 375 (2008).

**Federal Lands Access Program (FLAP)** - Finally, the Federal Highway Administration has recently released a Request for Project Applications for the California Federal Lands Access Program (FLAP). The intent of the program is to improve or maintain transportation facilities providing access to Federal lands. Available funds will be used to program projects for the Federal Fiscal Year 2026 to 2028.

Approximately \$90 million will be available to State, County, Local, or Tribal entities that own or maintain transportation facilities accessing Federal lands, including public highways, roads, bridges, trails or transit systems located on or are adjacent (no more than 10 miles away) to Federal lands. Eligible projects include rehabilitation, restoration, construction, and reconstruction projects, engineering and environmental, Operations & Maintenance of transit facilities, and planning related to transportation. The City of Lakeport has expressed interest in potentially applying for funds to make improvements to Martin Street west of the City which provides access to Cow Mountain. Applications are due by May 27, 2021.

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**ACTION REQUIRED:** For information and discussion purposes only.

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**ALTERNATIVES:** None

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**RECOMMENDATION:** None



## LAKE COUNTY/CITY AREA PLANNING COUNCIL STAFF REPORT

**TITLE:** Strategic Partnerships Planning Grant Update  
SR53 Corridor Local Circulation Study Project

**DATE PREPARED:** February 3, 2021  
**MEETING DATE:** February 10, 2021

**SUBMITTED BY:** Danielle Casey, Project Coordinator

### UPDATE:

The SR53 Corridor Local Circulation Study conducted by TJKM is proceeding in line with the new schedule mapped below. While in pandemic conditions TJKM staff has reviewed our prior studies, documents, and computer data as needed for preliminary research.

Biweekly meetings with TJKM and the TAG have resumed. The new data collected by TJKM shows that peak travel times have changed since prior studies were conducted, so we have requested help of the TAG to help determine the next course of action. At the latest meeting on 1/27/2021 TJKM and TAG members discussed the methodology that TJKM plans to use in light of traffic count changes as a result of the pandemic. Caltrans staff has requested an additional meeting with TJKM and APC Staff to further discuss the methodology. That meeting will take place on Friday, February 5, 2021, APC Staff can give the board a verbal update on outcomes.

In light of the changed traffic conditions due to the COVID-19 pandemic, TJKM has submitted a revised schedule for the project. Grant funds do not expire until June 30, 2022, we believe that we will have enough time to do an accurate and effective study. Below is the new schedule.

Task/Deliverables	Old Schedule	Updated Schedule
Contract Begins	November 15, 2019	November 15, 2019
Project Kick-Off Meeting	January 8, 2020	January 8, 2020
Data Collection/ Determine Existing and Future Year Traffic Conditions	April 2020	September 2020
Analysis of Existing and Future Traffic Impacts	June 2021	June 2021
Identify Needed Improvements on Corridor and Local Streets & Prepared Draft Corridor CIP	April 2020	February 2021
Prepare Policy Recommendations	June 2021	June 2021
Prepare SR 53 Corridor Local Circulation Study	June 2021	June 2021

At the April 28, teleconference with TJKM, APC Staff did reiterate that the stakeholders in Clearlake are most interested in seeing a frontage road from Polk Avenue to Ogulin Canyon Road in the finished report. TJKM acknowledged the request and said that they will include the best options for this route in the finished report.

Below is a list of all intersections being studied:

1. SR 53 / SR 20 (All-Way Stop)
2. SR 53 / Ogulin Canyon Road North (One-Way Stop)
3. SR 53 / Ogulin Canyon Road South (One-Way Stop)



## LAKE COUNTY/CITY AREA PLANNING COUNCIL STAFF REPORT

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**TITLE:** Local Road Safety Plan Update

**DATE PREPARED:** February 3, 2021

**MEETING DATE:** February 10, 2021

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**SUBMITTED BY:** Danielle Casey, Project Coordinator

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**UPDATE:**

The Local Road Safety Plan Request for Proposal for the cities of Clearlake and Lakeport was posted to the Lake APC website October 28, 2020 with a due date for proposals on December 4, 2020 at 5:00 pm. The Request for Proposal (RFP) was also emailed to planning consultant firms on the APC mailing list. It was also submitted to a clearing house for distribution.

Four proposals were received. The selection committee was comprised of APC Staff, Caltrans staff, and engineers for each city. The committee met on December 17, 2020. After discussion and review the consultant was selected and agreed upon by all committee members. Notice of Intent to Award has been sent to the selected consultant, and contract negotiations are currently taking place. After a contract has been executed APC Staff will announce the chosen consultant.

The total amount of money available for the LRSP is \$80,000 for Lakeport and \$50,000 for Clearlake.

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**ACTION REQUIRED:** For information and discussion purposes only.

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**ALTERNATIVES:** None

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**RECOMMENDATION:** None

4. SR 53 / Old Highway 53 (One-Way Stop)
5. SR 53 / Olympic Drive (Signalized)
6. SR 53 / Polk Avenue (Two-Way Stop)
7. SR 53 / 40th Avenue-Lakeshore Drive (Signalized)
8. SR 53 / 18th Avenue (Signalized)
9. SR 53 / Dam Road-Old Highway 53 (Signalized)
10. SR 53 / Anderson Ranch Parkway (One-Way Stop)
11. SR 53 / State Route 29 (Signalized)
12. SR 53 at Kugelman St (4-lane segment)
13. SR 53 at Jessie St (4-lane segment)

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**ACTION REQUIRED:** For information and discussion purposes only.

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**ALTERNATIVES:** None

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**RECOMMENDATION:** None

## **Project Updates**

### **South DEAL**

**December 2020**

#### **LAKE COUNTY**

##### **LAK-VARIOUS – Lake County Traffic Management System (TMS) Projects**

– These two traffic management system projects propose to create a backbone wireless communication system in Lake County to improve the current capacity in order to provide accurate and timely data for traffic and travel conditions, including the installation of Changeable Message Signs to notify public during emergency conditions. The total construction costs between the two projects is \$4.4 million. The projects are currently in design. Construction is scheduled for spring 2022.

**LAK-VARIOUS – Mannings and Polk Jones Cattle Pass Bridge Rails** – This \$1.5 million project on Highway 20 and 29 proposes to replace bridge rails on two bridges. Approve contract was on 10/26/20 to begin construction in spring 2021.

**LAK-VARIOUS – Morrison, Robinson and Kelsey Creek Bridge Widening and Replacement** – This \$8.6 million project proposes to widen Morrison (Highway 20) and Robinson Creek Bridges (Highway 29) and replace Kelsey Creek Bridge (Highway 175). The project is currently in design and is expected to begin construction in late fall 2021.

**LAK-20-PM 2.0/2.8 – Blue Lakes Safety Project** – This \$15.7 million safety project on Highway 20, adjacent to Blue Lakes, proposes to widen shoulders, improve the horizontal curve, and to construct a sight bench. PAED was completed on 9/22/20 and Design is expected to start, pending CTC vote, December 2020; Construction is expected in summer 2022.

**LAK-20-PM 5.0/5.8 – lake 20 Shoulders** – This \$9.3 million safety project on Highway 20 proposes to widen shoulders, improve the horizontal curve, and to construct a left-turn pocket at Witter Springs Road. Environmental clearance was completed in May 2019. Construction is on schedule, spring 2021.

**LAK-20-PM 5.8 – Bachelor Creek Bridge Rehabilitation** – This \$4.0 million project will protect the integrity of the roadway by replacing 3-9' diameter culverts with 2-12' box culverts at Bachelor Creek Bridge, just east of Witter Springs Road on Highway 20. This project is combined with the Witter Springs Road Safety project. Construction is scheduled for spring 2021.

**LAK-20-PM 28.4 – Zero Emission Charging Station** – This project will provide for a public charging station for public use at the Clearlake Oaks Maintenance station. This project has been completed. Contract Acceptance was met on 10/26/20.

**LAK-20-PM 31.2/32.0 – Lake 20/53 Roundabout** – This project’s roadwork is complete, and the plant establishment is ongoing. Relinquishment of Almond Lane to the County of Lake is currently in progress.

**LAK-29-PM 4.15/5.14 – Middletown Multi-Use Path** – This project proposes a Class I multi-use trail parallel to Highway 29 on the west side, from Rancheria Road to Central Park Road. The project is administered by the County of Lake with oversight provided by Caltrans. Construction is scheduled to begin spring of 2021.

**LAK-29-PM 12.78/14.35 – Coyote Grade Shoulder Widening** – This \$13.5 million safety project proposes to widen shoulders for 1.5 miles near Hidden Valley Lake. The contract was awarded to Ghillotti Construction Co at the end of July. Construction has begun with expected completion by the end of next season.

**LAK-29-PM 17.70/20.70 – Lake 29 Truck Climbing Lane/Shoulder Widening** – This \$5.7 million safety project proposes to widen shoulders at three locations and provide a truck climbing lane at one location. The project is located near Lower Lake. Construction contract is awarded and is currently under construction. Completion is anticipated in fall 2021.

**LAK-29-PM 23.8/31.6 – Lake 29 Expressway** – The scope of this project is to replace 8 miles of existing 2-lane conventional highway with new 4-lane divided expressway on a new alignment. The environmental document was completed in 2016 and covers the entire 8-mile project; however, the project will be constructed in three phases (segments) depending on availability of funding. The first phase (segment 2C = 28.5/31.6) of the project is under construction. The \$53.6 million construction contract was awarded to OC Jones & Sons in November 2019. Design work on the remaining two construction phases began in July 2018; however, construction and right of way funds have not been secured.

**LAK-29-PM 34.9/35.23 – Kelsey Creek Road Left Turn Channelization** – This \$2.9 million safety project proposes to widen the roadway and provide a left turn lane and acceleration lane for Kelsey Creek Road. The project is currently in the Project Approval stage and is expected to be constructed in winter 2022.

**LAK-175-PM 0.2/0.4 – Curve realignment and shoulder widening** – This \$5.77 million project proposes to realign the route to provide a single radius curve with two 12-foot lanes and 4-foot shoulders and pave an existing pullout area for slow moving vehicles. Construction currently targeted for the 2022 season.

**LAK-175-PM 24.0/26.5 – Safety Project near Middletown** – This \$12 million safety project near the intersection of Routes 175 & 29 proposes to improve the alignment of the roadway at critical curve locations, widen all shoulders, and repair or replace all the drainage systems. Construction is ongoing. Caltrans signed an MOU with Lake County Department of Public Works to allow Caltrans to replant 7 acres of oaks in the Middletown Trailside Park.

**HUM/LAK-VAR-PM VAR – 4 Bridge Deck Preservation** – This \$1.8 million project proposes to rehabilitate three bridge decks in Humboldt County and one in Lake County. Polyester Concrete overlays will be placed on the two Van Duzen River Bridges on SR 36 (HUM PM 17.9 & R23.9). The Salt River Bridge on SR 211 (HUM-36-17.9 & R75.2) will receive an Epoxy deck seal, while the Hill Road East Overpass on SR 29 (LAK-29-R43.75) will receive a methacrylate deck seal. This project was accelerated 3 months to allow construction to begin this season.

**All Counties – Curve Warning Sign Replacement** – This project proposes to meet current federal standards by replacing existing curve warning advisory signs on various routes in Lake, Mendocino, Humboldt, and Del Norte Counties. The update will include updating the retro-reflectivity of the signs. The new standard will increase advisory speeds on some but not all the signs. In addition, complete street elements were added, which consisted of updating school zone signs and crosswalks, as well as adding new crosswalks and Advance Warning Beacons at Blosser Lane in Willits. The project is in construction and is on schedule to be completed in 2021.



# LAKE COUNTY/CITY AREA PLANNING COUNCIL

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## TECHNICAL ADVISORY COMMITTEE MEETING Draft Meeting Minutes

Thursday, January 21, 2021  
9 a.m.

Meeting held via Zoom

### Present

Saskia Rymer-Burnett, Caltrans District 1  
James Sookne, Lake Transit Authority  
Doug Grider, City of Lakeport  
Jenni Byers, City of Lakeport  
Scott DeLeon, County of Lake

### Absent

Joel Skeen, California Highway Patrol  
Dave Swartz, City of Clearlake (Engineering Consultant)  
Dale Goodman, City of Clearlake  
Paul Curren, City of Lakeport (Engineering Consultant)

### Also Present

Alexis Pedrotti, Lake Area Planning Council  
Lisa Davey-Bates, Lake Area Planning Council  
Danielle Casey, Lake Area Planning Council  
Monica Galliani, Lake Area Planning Council  
John Speka, Lake Area Planning Council  
Kevin Ingram, City of Lakeport  
Olivia Grupp, City of Lakeport  
Kyle Finger, Caltrans District 1

#### 1. Call to order

The meeting was called to order at 9:05 a.m.

#### 2. Approval of December 17, 2020 Minutes

*Motion by James seconded by Saskia, and carried unanimously to approve the December 17, 2020 minutes as written.*

#### 3. Local Road Safety Plan (LRSP) Selection

Danielle reported that four proposals have been received and the selection committee was comprised of APC staff, Caltrans staff, Lakeport staff and the City Engineer for Clearlake. The committee met on December 17, 2020. After discussion and review the consultant was selected and agreed upon by all committee members. Documentation from the meeting is still being collected but rejection and award letters are expected to be sent out by the end of January.



The total amount of money available for the LRSP is \$80,000 for Lakeport and \$50,000 for Clearlake.

**4. FY 2020/21 OWP Project Status Update and Discussion**

Alexis gave a short introduction for new members. She then reported that, to date, County staff has fully expended all their carryover funding. Given this unfortunate circumstance, the County is requesting some additional funding support, if available; totaling up to \$15,000, the amount would be added to Element 605 (Federal and State Grant Preparation, Monitoring and Assistance) and Work Element 607 (Special Studies) for County DPW Staff. The current Overall Work Program does identify some reserve funding, however there is also \$19,536 of Rural Planning Assistance (RPA) funding under Work Element 612 for Consultant/Direct Costs that will not be expended as previously expected. If the TAC Members feel this request is valid and would like to move forward recommending this amendment with use of the RPA funds, it would not only support County DPW, but also help to expend RPA funding that could potentially expire June 30, 2021. In response to a question from Doug, Alexis explained that if the RPA funds are not used by June they will have to be forfeited. Discussion concerning RPA funding ensued.

*Motion by Doug Grider, seconded by James Sookne, and carried unanimously to make RPA funding of \$15,000 available to Lake County.*

**5. FY 2021/22 Overall Work Program (OWP) Call for Projects**

Lexi reported that Planning, Programming and Monitoring (PPM) has increased by \$10,000 to \$56,000. Additionally, the minimum request of Local Transportation Funds (LTF) has been included in this OWP Preliminary Project List, bringing the total estimated new funding available for programming to \$400,000. Furthermore, included in the attached Project List is \$43,904 of Reserve Funding that will be carried over from FY 2020/21 for programming in the upcoming OWP. Lake APC is obligated to fulfill funding for the planning contract (plus estimated 4% CPI increase) in the amount of \$305,469 prior to programming funds for other uses. The initial summary of requests for all projects total \$501,000, which is \$57,096 over the estimated available funding included in the initial project list. Although the initial project list is over allocated, there remains a possibility of additional carryover funding from the current FY 2020/21 Work Program. Furthermore, the TAC may also choose to request some additional support from the Local Transportation Funds (LTF), if necessary after further discussion at the TAC Meeting.

Doug asked whether or not the pavement management program will be including residential roads, to which Alexis replied that the budget can be adjusted to include such an aspect. Additional discussion concerning funding ensued. Scott suggested adjusting the budget to better suit the Local Roads Safety Plan. Additional discussion ensued.

**6. Announcements and Reports**

**a. Lake APC**

**i. Update on Planning Grants**

John gave a brief update of the Vehicle Miles Traveled (VMT) Regional Baseline Study. He added that automobile delay was removed as the primary measure of “transportation impacts” under CEQA and replaced with Vehicle Miles Traveled (VMT) as the preferred metric. Since July 1, 2020, lead agencies under CEQA are

now required to analyze project-related VMT to determine whether transportation impacts from a given development would constitute a significant environmental impact. In late 2019, Lake APC entered into a contract with Fehr & Peers to analyze existing traffic conditions in the region and arrive at a baseline standard from which to measure VMT impacts. The study can be used by agency officials from the County of Lake, as well as the cities of Lakeport and Clearlake, to make the appropriate environmental impact determinations under CEQA for projects within their respective jurisdictions.

John added that Caltrans released a Sustainable Transportation Planning Grant call-for-projects due February 12. Staff will be applying for funds for a “Wildfire Evacuation Plan” which would provide a regional reference document to help ensure seamless coordination between agencies with respect to transportation and evacuation services, including OES, LTA and other potential providers. Staff will also be applying for funding for an update to the 2015 Transit Development Plan (TDP). The plan assists staff in identifying mobility improvements for transit dependent area residents and visitors and will also look at less traditional options such as the potential for microtransit and on-demand services, particularly for transit dependent users struggling with the regular fixed route options.

John also reported that staff is working on an application with the Department of Housing and Community Development (HCD) for a Regional Early Action Planning (REAP) grant. The program is intended to facilitate housing production in the region and can be put to a variety of means. Funding is non-competitive and will mainly be sub-allocated to the local jurisdictions to assist in updating individual zoning codes. Saskia commented that Caltrans is interested in seeing zoning results from studies that come from VMT and REAP projects.

**ii. Update on Strategic Partnerships Grant**

Danielle reported that the only Strategic Partnership Grant currently in progress is the SR53 Corridor Local Circulation Study Project. The project is now proceeding with a new schedule in place. Biweekly meetings with TJKM (the assigned consultant) and the Technical Advisory Group (TAG) have resumed. The new data collected by TJKM shows that peak travel times have changed since prior studies were conducted, so we have requested help of the TAG to help determine the next course of action. At the latest meeting on 1/13/2021 TJKM submitted a comparison of previous year traffic counts and the current traffic counts. Some intersections have seen a drop in traffic while others have seen a rise. There are no clear patterns being seen at this time. A summary of the data is being emailed to TAG members for closer review.

**iii. Miscellaneous.**

John mentioned that the Federal Lands Access Program (FLAP) may be a program that can be used to improve roads in the City of Lakeport which access federal lands and that the applications are due in May. Doug expressed interest in applying.

- b. Lake Transit Authority**
    - i. Miscellaneous.** Alexis mentioned that additional funds that come off the top of the OWP go toward transit funds. Lisa added that LTA is working with the County to plan surge funding and getting seniors to vaccination clinics as they open up.
  - c. Federal & State Grant Status Reports.**
    - i. Other Grant Updates.** John added that staff is working to facilitate the outreach component of the REAP grant. Jenni asked about public input, to which John replied that public input goes into the local version of the plan.
  - d. Caltrans**

Saskia reiterated that District 1 is accepting Sustainable Communities and Partnership Program applications, which are due February 12. Caltrans is willing to review applications prior to submittal.

    - i. Lake County Projects Update – None.**
    - ii. Other Updates – None.**
- 7. Information Packet**
- i. 2021 TAC Meeting Schedule**
- 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 – February 18, 2020**
- 11. Adjourn Meeting - Meeting adjourned at 10:28 a.m.**

Respectfully Submitted,

Monica Galliani  
Lake APC Planning