



# LAKE COUNTY/CITY AREA PLANNING COUNCIL

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

525 South Main Street, Ukiah, CA 95482  
Administration: Suite G ~ 707-234-3314  
Planning: Suite B ~ 707-263-7799

## TECHNICAL ADVISORY COMMITTEE (TAC) MEETING AGENDA

**DATE:** Thursday, April 15, 2021  
**TIME:** 9 a.m.  
**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 Technical Advisory Committee meeting will be by audioconference only. Public comments will be available during Thursday's meeting on any agenda item. Please send comments to our administrative assistant, Monica Galliani, at [gallianim@dow-associates.com](mailto:gallianim@dow-associates.com) and note the agenda item number being addressed. Oral comments will also be accepted by telephone during the meeting when public comment is invited.

**Dial-in number: 1 (669) 900-6833 / Meeting ID: 836 5596 2177#**

***\*Zoom link provided to members in distribution email and to public by request***

1. Call to order
2. Approval of February 18, 2021 Minutes
3. Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (*Casey*)
4. Local Road Safety Plan Update (*Casey*)
5. Review and Discussion of FY 2021/22 Overall Work Program (OWP) (*Pedrotti*) – To be distributed at a later date
6. Discussion of Reserve Local Transportation Funds (LTF) for Use on Web Hosting of Vehicle Miles Traveled (VMT) Screening Tool (*Speka*)
7. Announcements and Reports
  - a. Lake APC
    - i. Update on Planning Grants (*Speka*)
    - ii. Update on Strategic Partnerships Grant (*Casey*)
    - iii. Miscellaneous
  - b. Lake Transit Authority
    - i. Current Transit Projects
    - ii. Miscellaneous
  - c. Federal & State Grant Status Reports
    - i. Other Grant Updates (*All*)
  - d. Caltrans
    - i. Lake County Projects Update
    - ii. Other Updates

- e. Local Agency Updates
- 7. Information Packet
  - i. RTP Flyer
- 8. Public input on any item under the jurisdiction of this agency, but which is not otherwise on the above agenda
- 9. Next Proposed Meeting – **May 20, 2021**
- 10. Adjourn meeting

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

Americans with Disabilities Act (ADA) Requests - To request disability-related modifications or accommodations for accessible locations or meeting materials in alternative formats (*as allowed under Section 12132 of the ADA*) please contact the Lake APC office at 707-263-7799 at least 72 hours prior to the meeting.

Posted: April 8, 2021

List of Attachments:

- Agenda Item #2 – 02/18/21 Draft Lake TAC Minutes*
- Agenda Item #3 – CRRSA Staff Report*
- Agenda Item #4 – LRSP Staff Report*
- Agenda Item #6 – VMT and LTF Staff Report*
- Agenda Item #7ai – RTP Update Staff Report*
- Agenda Item #7aii – SR53 Staff Report*
- Agenda Item #7 – Information Packet*
  - \* RTP Flyer



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## TECHNICAL ADVISORY COMMITTEE MEETING Draft Meeting Minutes

Thursday, February 18, 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  
Tocarra Nicole Thomas, County of Lake  
Dave Swartz, City of Clearlake (Engineering Consultant)  
Dale Goodman, City of Clearlake

### Absent

Joel Skeen, California Highway Patrol  
Paul Curren, City of Lakeport (Engineering Consultant)  
Alan Flora, City of Clearlake

### 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  
Clarissa Kincy, Mobility Manager – LTA  
Mark Roberts, City of Clearlake  
John Everett, County of Lake

1. **Call to order**  
The meeting was called to order at 9:02 a.m.
2. **Approval of January 21, 2021 Minutes**  
*Motion by Doug seconded by James, and carried unanimously to approve the January 21, 2021 minutes as written.*
3. **Local Road Safety Plan (LRSP) Selection**  
Danielle reported that the 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.

**4. Review and Discussion of FY 2021/22 Overall Work Program (OWP) Planning Project Applications and Proposed Funding Allocation**

Alexis gave a short overview of the contents of the upcoming OWP, including funding sources and possible grant funds. After TAC review and direction, staff will finalize the FY 2021/22 Draft OWP for submission to Caltrans by the March 1 due date. Caltrans will review the Draft and provide comments. Carryover projects and any needed adjustments will be added, and the Final Work Program will be presented for TAC review and recommendation in May. APC approval will not be required until the Final Work Program is considered in June.

*Motion by James Sookne, seconded by Doug Grider and carried unanimously to submit the draft OWP to the Lake APC Board for approval.*

**5. Discussion of Lakeport STIP Funds for Lakeport Dr/South Main St Roundabout**

Danielle reported that the City of Lakeport is requesting a STIP fund time extension for the Lakeport Boulevard and South Main Street Intersection Improvements due to time delays as a result of the COVID-19 Pandemic. City Staff is requesting to move RIP and Local Funds for the PS&E and R/W phases from the 2020/2021 and 2021/2022 to Fiscal Year 2022/2023 for the total amount of \$220,000. In addition, Construction funds are requested to be moved from the Fiscal Year 2022/2023 to Fiscal Year 2024/2025 in the amount of \$1,085,000. Nephele added that this is just a schedule change and not an action item.

**6. Announcements and Reports**

**a. Lake APC**

**i. Update on Planning Grants**

John gave a brief update of the Active Transportation Program (ATP), stating that, on February 8, we were informed that the \$997,000 Dam Road Extension project would be recommended for approval at an upcoming meeting before the California Transportation Commission (CTC).

John added that Caltrans released a Sustainable Transportation Planning Grant call-for-projects due February 12. Staff has applied 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 also applied 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.

He also reported that staff submitted an application with the Department of Housing and Community Development (HCD) for a Regional Early Action Planning (REAP) grant on January 31. 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.

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 for the Coordinated Public Transit-Human Services Transportation Plan (Coordinated Plan). A draft of the Plan has been available for comment and was sent to the Social Services Transportation Advisory Council (SSTAC) for review at their February 10 meeting. Comments received from SSTAC members will be incorporated into a final draft which will be presented to the Lake APC Board at its March 10 meeting for adoption.

Lastly, he mentioned that The City of Lakeport has expressed interest in potentially applying for Federal Lands Access Program (FLAP) funds to make improvements to Martin Street west of the City which provides access to Cow Mountain. Staff will be available to assist the City (or other jurisdictions) should they choose to pursue the funding opportunity. Applications are due by May 27, 2021. John Everett suggested areas that might benefit from FLAP funds such as Martin Street and Elk Mountain Road. Further discussion concerning federal funds ensued.

**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 1/27/2021 TJKM and TAG members discussed the methodology that TJKM plans to use in light of traffic count changes as a result of the pandemic.

**iii. Miscellaneous.**

Nephele mentioned that there will be money coming for programming soon through most recent COVID-19 relief bill, CRSSA. Lake County would receive a small portion of \$111 million. These funds would either come through the STIP or the RSTP programs. She said she would have more information after the CTC meeting later this month. Doug recommended taking precautions toward timelines as similar grants have not allowed much time for completion.

**b. Lake Transit Authority**

- i. Miscellaneous.** James mentioned that LTA is offering free rides in order to assist people in reaching vaccination clinics and other essential operations.

**c. Federal & State Grant Status Reports.**

- i. Other Grant Updates.** None.

**d. Caltrans**

Saskia mentioned that Caltrans is planning on holding road shows which will cover asset management for projects. They will be working with the TAC and the APC Board on dates and times for the presentation.

**i. Lake County Projects Update – None.**

**ii. Other Updates – None.**

**7. Information Packet**

**i. HUTA, RMRA, and LSR estimates**

**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 – March 18, 2021**

**11. Adjourn Meeting - Meeting adjourned at 10:04 a.m.**

Respectfully Submitted,

Monica Galliani  
Lake APC Planning



## LAKE COUNTY/CITY AREA PLANNING COUNCIL TAC STAFF REPORT

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**TITLE:** Coronavirus Response and Relief Supplemental  
Appropriations Act (HR 133) Funding Discussion

**DATE PREPARED:** 4/8/2021  
**MEETING DATE:** 4/15/2021

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

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**BACKGROUND:**

The Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA, HR 133) was enacted into law on December 27, 2020, and included transportation infrastructure funding to the States for suballocation. California's apportionment of that funding is \$911.8 million. California Transportation Commission staff and Caltrans have been working to develop a distribution method for those funds. It has been generally agreed upon that 60% of funds will be used by the State and 40% will go to regions. Several funding scenarios have been developed to distribute the \$365 million that would go to the regions. Various scenarios regarding how to distribute the funds were discussed at workshops hosted by the CTC and attended by the regions in California. The final decision regarding how to distribute the funding was approved by the CTC at the March 24-25, 2021 meeting. The approved distribution uses a formula based 50% on STIP and 50% on RSTP/STBG which amounts to \$863,816 for Lake County. Of that amount \$27,589 is required for Planning, Programming and Monitoring (PPM) leaving \$836,227 for projects.

The CTC has indicated that they will be conducting a mid-cycle STIP to approve projects as early as the June meeting. For regions that aren't ready to move forward with programming at that time, there is an option to program at a later time as well, for instance with the RTIP which we will be developing this fall. It should be noted that because of the pandemic and decline in fuel tax revenues, it's likely that our next STIP Fund Estimate will be low, so advancing STIP projects with the HR 133 funding may be worth considering. Eligible uses for the funding will be similar to uses allowed for RSTP/STBG funding.

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**ACTION REQUIRED:** Discuss options for utilizing funds and make a recommendation to the board.

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**ALTERNATIVES:** Postpone action to a later meeting.

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**RECOMMENDATION:** None



## LAKE COUNTY/CITY AREA PLANNING COUNCIL TAC STAFF REPORT

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**TITLE:** Local Road Safety Plan Update

**DATE PREPARED:** 4/6/2021

**MEETING DATE:** 4/15/2021

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

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**UPDATE:**

The Local Road Safety Plan for the Cities of Clearlake and Lakeport are being developed by Headway Transportation, LLC. APC Staff met for a Kick-Off Meeting with Headway on March 3, 2021. Because Headway Transportation is a consultant that the APC has not worked with before, APC Staff met with Project Manager, Lauren Picou on March 12, 2021. We did a thorough tour of Clearlake and Lakeport, showing current project areas and also viewing sites that have an extensive crash history.

The Stakeholder Working Group met for the first time on April 6, 2021. Participants included, APC Staff, Caltrans, Lake Transit Authority (LTA), Clearlake Police Department, and City of Clearlake Staff. Representatives from Lakeport were not present due to scheduling conflicts, but Headway Staff has agreed to share presentation information with the missing representatives, and gather their feedback as well. There are expected to be two more Stakeholder Meetings, in June and August, if more meetings are needed those will be scheduled in the future.

Local Road Safety Plans are expected to be complete by April 2022, in time for HSIP Applications – which will require the LRSP's to be eligible for funding.

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





## LAKE COUNTY/CITY AREA PLANNING COUNCIL TAC STAFF REPORT

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**TITLE:** Reserve Local Transportation Funds (LTF) for Use on Web  
Hosting of Vehicle Miles Traveled (VMT) Screening Tool

**DATE PREPARED:** 4/8/21  
**MEETING DATE:** 4/15/21

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**SUBMITTED BY:** John Speka, Senior Transportation Planner

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**BACKGROUND:** The Vehicle Miles Traveled (VMT) Regional Baseline Study was approved by the Lake APC Board on November 4, 2020. The intent of the project was to assist local jurisdictions in complying with SB 743 (adopted in 2013), legislation which changed how transportation impacts are measured under the California Environmental Quality Act (CEQA) with respect to land use or transportation plans and projects. With its passage, automobile delay was removed as the primary measure of “transportation impacts” under CEQA and replaced with VMT as the preferred metric.

As a result of the legislative changes, beginning on July 1, 2020, lead agencies under CEQA were required to analyze project-related VMT to determine whether transportation impacts from a given development would constitute a significant environmental impact. As part of the Regional Baseline Study project, an online “screening tool” was developed by the consultant (Fehr & Peers) to be used by lead agencies in determining whether a specific project could be exempted from performing detailed traffic analyses. By providing certain preliminary information, the tool will help determine the likelihood of a CEQA project meeting a “significance” threshold, which would in turn trigger the need for deeper traffic analyses or even Environmental Impact Reports (EIR) in some cases.

Due to a number of technical considerations, neither Lake APC or Caltrans are currently able to host the screening tool developed for the project. Fehr & Peers has the appropriate platform to accommodate the tool, and is willing to provide that service for an annual flat rate fee of \$5,000. Staff is seeking the TAC’s recommendation on using reserve Local Transportation Funds (LTF) for an agreement with Fehr & Peers to host the tool for up to two years. Beyond that, longer term solutions are being explored by staff including the possibility of either Caltrans or the Rural Counties Task Force (RTCF) developing a hosting platform in the near future.

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**ACTION REQUIRED:** None, informational only

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**ALTERNATIVES:** N/A

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**RECOMMENDATION:** N/A



## LAKE COUNTY/CITY AREA PLANNING COUNCIL TAC STAFF REPORT

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**TITLE:** Regional Transportation Plan/Active Transportation Plan  
Update Process and Community Engagement

**DATE PREPARED:** 4/7/21  
**MEETING DATE:** 4/15/21

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**SUBMITTED BY:** John Speka, Senior Transportation Planner

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**BACKGROUND:** The Regional Transportation Plan (RTP) is a long-term planning document covering a 20-year time span. Required as part of the Transportation Development Act (TDA), it is intended to promote a safe and efficient transportation system for the movement of people and goods throughout the region. The primary purpose of the plan is to identify transportation needs and priority projects in all modes of transportation including streets, highways, bicycle and pedestrian facilities, aviation and transit. Updated every four years, the RTP covers present and future transportation needs, deficiencies and constraints, as well as providing estimates of available funding for future transportation projects in the region.

The Active Transportation Plan is more specific in that it focuses on non-motorized modes of transportation, such as biking and walking. By identifying and prioritizing “active transportation” projects in the region, the Plan helps to strengthen applications for funding through the state-level Active Transportation Program. An original Lake County Active Transportation Plan was adopted by the Lake APC in 2016, as a stand-alone document. It was also, however, incorporated into the 2017 update of the Regional Transportation Plan, serving as the Plan’s “non-motorized element” at that time. It will play the same role for this and subsequent updates of the RTP.

Public outreach and participation are important components of the update process. Previous RTPs were prepared after gathering input through in-person community workshops held at various locations throughout the County. This year, due to the ongoing pandemic, community engagement will be conducted virtually through a social engagement platform called Social Pinpoint. The site developed for the update process (<https://lakeapc.mysocialpinpoint.com/>) is interactive and allows for comments to be made on “pinnable” maps at specific locations of the public’s choosing. It also contains surveys and budget exercises in which participants can provide further information or project type preferences. Press releases, emails and flyers were distributed to advertise the site. An informational PowerPoint presentation has also been posted on YouTube to provide an overview of the process which can be viewed here- <https://www.youtube.com/watch?v=sIvcyvHgMqQ>.

The format of the Plan breaks it down into six elements corresponding with different modes of travel in the region (e.g. State Highways, Local Streets and Roads, Active Transportation, Transit, etc.). Lake APC staff has spent the last few months gathering information and data for the individual elements and will be incorporating comments from local and state agencies along with those received from the public into a draft document. This is anticipated to come before the Board for final comment and adoption by the end of the calendar year.

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**ACTION REQUIRED:** None, informational only

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**ALTERNATIVES:** N/A

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**RECOMMENDATION:** N/A



## LAKE COUNTY/CITY AREA PLANNING COUNCIL TAC STAFF REPORT

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

**DATE PREPARED:** 4/6/2021  
**MEETING DATE:** 4/15/2021

**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.

A Technical Advisory Group (TAG) Meeting is scheduled for 4/7/2021. At this meeting TJKM will present to stakeholders a “Draft Existing Conditions Report.” This report is 164 pages long and will need to be reviewed by APC Staff and Stakeholders before the final report can be released. Once the final report is complete, TJKM representatives will present their findings and report to the APC Board.

Due to the Coronavirus pandemic, the original schedule has been modified. The new schedule is below.

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)
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



# THE FUTURE OF TRANSPORTATION IN LAKE COUNTY IS IN YOUR HANDS!



The Lake Area Planning Council (APC)  
is updating both the  
Regional Transportation Plan  
and the  
Active Transportation Plan  
for Lake County.

These plans will guide transportation needs and priorities over the next 20 years.

- **WHAT ARE THE GREATEST NEEDS FOR THE REGION'S TRANSPORTATION SYSTEM?**
- **WHAT IMPROVEMENTS WILL HELP COMMUNITY MEMBERS GET AROUND?**
- **WHAT BARRIERS NEED TO BE ADDRESSED?**

## Your input is Important!

Please visit our interactive website at:

<https://lakeapc.mysocialpinpoint.com>

to help plan for the future of your community!

Questions or comments contact:

John Speka at [spekaj@dow-associates.com](mailto:spekaj@dow-associates.com),  
707-263-7799, or by mail to the address below.

