



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, January 20, 2022
TIME: 9 a.m.
PLACE: Audioconference

In accordance with Assembly Bill 361, Brown Act: Remote Meetings During a State of Emergency, 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 Senior Transportation Planner, John Speka, at spekaj@dow-associates.com and note the agenda item number being addressed. Oral comments will also be accepted by telephone or video during the meeting when public comment is invited.

Dial-in number: 1 (669) 900-6833 / Meeting ID: 841 1597 6842# Password: 857019
****Zoom link provided to members in distribution email and to public by request***

1. Call to order
2. Approval of November 18, 2021 Minutes
3. Review and Discussion of FY 2022/23 Overall Work Program (OWP) Planning Project Applications and Proposed Funding Allocation (Pedrotti)
4. Discussion and Recommendation of the Draft SR 53 Corridor Local Circulation Study (*Casey*)
5. Announcements and Reports
 - a. Lake APC
 - i. Update on Planning Grants (*Speka*)
 - ii. RTP/ATP update (*Speka*)
 - iii. Local Road Safety Plan Update (*Casey*)
 - iv. Pavement Management Program (PMP) (*Casey*)
 - v. Miscellaneous
 - b. Lake Transit Authority
 - i. Transit Hub Update (*Sookne*)
 - ii. Current Transit Projects (*Sookne/Davey-Bates*)
 - iii. Miscellaneous
 - c. Caltrans
 - i. Lake County Projects Update
 - ii. Miscellaneous
 - d. Regional Housing Update
 - e. Local Agency Updates
6. Information Packet
 - a. 2022 Proposed Lake TAC Meeting Schedule
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 – **February 17, 2022**
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: January 14, 2022

List of Attachments:

- Agenda Item #2 – 11/18/21 Draft Lake TAC Minutes*
- Agenda Item #3 – Staff Report & Applications*
- Agenda Item #4 – SR 53 Staff Report*
- Agenda Item #5iii – LRSP Staff Report*
- Agenda Item #6a – 2022 TAC Meeting Schedule*



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TECHNICAL ADVISORY COMMITTEE MEETING Draft Meeting Minutes

Thursday, November 18, 2021
9 a.m.

Meeting held via Zoom

Present

Destiny Preston, Caltrans District 1
James Sookne, Lake Transit Authority
Olivia Grupp, City of Lakeport
Jenni Byers, City of Lakeport
Scott DeLeon, County of Lake

Absent

Joel Skeen, California Highway Patrol
Paul Curren, City of Lakeport (Engineering Consultant)
Dave Swartz, City of Clearlake (Engineering Consultant)
Alan Flora, City of Clearlake
Dale Goodman, City of Clearlake
Mary Darby, County of Lake

Also Present

Lisa Davey-Bates, Lake Area Planning Council
Nephele Barrett, Lake Area Planning Council
Danielle Casey, Lake Area Planning Council
Alexis Pedrotti, Lake Area Planning Council
John Speka, Lake Area Planning Council
John Everett, County of Lake
Kyle Finger, Caltrans District 1
Mike Khammash, Caltrans District 1
Preston Allen, Caltrans District 1
Alexis Kelso, Caltrans District 1

- 1. Call to order**
The meeting was called to order at 9:03 a.m.
- 2. Approval of September 16, 2021 Minutes**
Motion by Scott, seconded by James, and carried unanimously to approve the October 21, 2021, minutes as written.
- 3. Regional Transportation Improvement Program/State Transportation Improvement Program (RTIP/STIP) Update and Recommendation**

Danielle went over a draft of the RTIP she was nearing completion on. As discussed at the previous meeting, it was agreed that the \$1,934,000 fund estimate should be put in reserve as it wasn't enough to complete any of the current project components brought forward by the jurisdictions. COVID relief shares, or funds from the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA), have been added for projects that were determined by local agencies. Other portions of the RTIP were discussed by the TAC including timing and any needed extensions for certain ongoing projects. Danielle will be further discussing projects with individual agencies to update any final details needed prior to its completion. Given that it is more or less complete, subject to a few final revisions, she asked the TAC to make a recommendation to the APC Board.

Motion by Scott, seconded by Jenni, recommending approval of the RTIP subject to the revisions discussed during today's meeting. Motion passed unanimously.

4. 2022 Regional Transportation Plan/Active Transportation Plan (RTP/ATP) Recommendation

John discussed how the RTP/ATP and its corresponding CEQA document have been circulating since late October and are still available for review and comment. TAC members were invited to discuss any remaining projects they'd like to see added to the Local Streets and Roads Element or Active Transportation lists. Lakeport representatives had already requested that Lakeport Boulevard improvements be added.

The originally planned date to have the draft brought to the APC Board for approval was December 1. However, given the approaching Thanksgiving holiday, Caltrans comments were not expected to be ready prior to that date. John noted that the December 1 date could instead be used to discuss the plan and revisions that were likely to be included before the Board with the intention of returning in February 2022 for final adoption. As the comments received are not expected to drastically change the current draft version, John asked that the TAC consider a recommendation to the Board, subject to revisions reflecting comments received.

Scott noted that he emailed an additional project the County would like to see included in the Active Transportation Plan. Also, that he'd like to see an acknowledgement that any County projects listed in the draft that were within the Caltrans right-of-way be considered separate from County projects on County owned or maintained roads. His main concern was the difficulty in having the County deliver projects within Caltrans right-of-way and wished that any such projects be listed as Caltrans projects in the RTP/ATP. John noted that he would add a sentence acknowledging that Caltrans would likely be the lead on such projects.

Lisa discussed a recent conversation with District 1 staff regarding recommended revisions to the Lake 29 Improvement Project in the RTP. Mainly that it should include additional benefits that will align with Caltrans' goals on items such as climate change, multimodal transportation and equity. This could be accomplished by framing the Lake 29 improvements and the SR 20 northshore traffic calming/complete streets projects together as one larger "corridor" project since both are focusing on the same goal of encouraging use of the preferred interregional route to south of Clear Lake.

Motion by Scott, seconded by James, and carried unanimously to recommend to the Lake APC Board

approval of the RTP/ATP subject to modifications resulting from comments received.

5. 2021/2022 Overall Work Program Year-to-Date Status and 2022/2023 Overall Work Program Initiation and Call for Projects

Lexi discussed the current (2021/22) Overall Work Program (OWP) and the amounts requested by each jurisdiction for the current fiscal year (combined with carry over amounts from the previous year), expenditures to date, and the remaining amounts. From there, she began discussing next year's call for projects of which the jurisdictions were notified in a recently sent application to each that will be due January 7, 2022. Cover letters that went out with the applications noted estimated amounts that would likely be available and she asked that the agencies be mindful of potential unspent carry over amounts when considering new requests. A breakdown of where the funds will come from followed (e.g. RPA, LTF, PPM, CRRSSA, etc.) with the total available for planning projects approximately \$77,219 for the upcoming OWP (2022/23). No action was required for this item.

6. Announcements and Reports

a. Lake APC

i. Update on Planning Grants

John Speka reported that staff was not going to pursue Sustainable Transportation Planning Grants as discussed at prior meetings, based on time instead needed to complete the RTP. He noted that the City of Lakeport submitted its own application for a city specific active transportation plan.

Staff had considered applying for a State Fire Safe Council grant for wildfire evacuation planning as there was an application process opened up through December 15. However, it turned out that APC was not eligible after all and that only the County would be eligible to apply and administer. John let County officials know that APC could help with the application if they were interested. Scott mentioned that he had just received an email from County officials asking that his department take the lead on preparing an application for the grant, and that he'd be taking APC staff up on their offer of helping. Lisa said that staff would contact Scott soon to follow up.

John noted that the Active Transportation Program would be opening up again in the coming year with June 15, 2022, set as the submittal deadline. APC staff again offered their help for any projects the agencies had in mind. Virtual site visits were offered by the CTC, as were local workshops, and if there was an interest that we'd need to let them know soon because spots were filling up fast.

ii. Update on Strategic Partnerships Grant

Danielle gave a brief update on the SR 53 corridor project, stating that the project was nearing completion. Final meetings were planned with the consultants and a presentation of a draft plan would be ready in the year.

iii. Local Road Safety Plan Update

Danielle reported that drafts of the safety plans were emailed today by the consultant to both Clearlake and Lakeport. Comments were requested by next week. The final drafts were to be presented to the APC Board on December 1 for adoption.

The plans are a requirement of the Highway Safety Improvement Program (HSIP) for future applications, including the 2022 cycle opening up in the spring.

iv. Pavement Management Program (PMP)

Staff has been negotiating with the selected consultant. The consultant noted that pavement assessments aren't typically done during the rainy season, so they have recently submitted a revised schedule. The contract should be in place soon and the project is expected to be completed by the end of the fiscal year.

v. Miscellaneous- None

b. Lake Transit Authority

i. **Transit Hub Update.** James reported that some of the environmental studies have already been started by the consultant. The environmental review is expected to be completed by June, at which time the design and eventual construction can move forward.

ii. **Current Transit Projects.** LTA has been working with Caltrans and other northern Californian transit agencies in implementing a "contactless payment" system for transit riders. Caltrans is currently working on procuring the necessary services which may result in new devices on buses early next year in addition to cash fares (not fully replacing them). An initial six-month trial period will evaluate the new system which will lead to possible restructuring of fares based on results. A reduced fare will coincide with the trial period as an incentive for riders to switch over to the new system. Potential benefits include efficiencies with time consuming cash handling and counting, as well as integrating with other transit agencies for seamless transfer to other connecting transit systems.

iii. Miscellaneous- None

c. Caltrans

i. **District 1 Active Transportation Plan Presentation** Alexis Kelso provided a PowerPoint presentation overview of the District 1 California Active Transportation Plan (CAT Plan) completed in October. The Plan identified and prioritized bike and ped needs along State Highways in Del Norte, Humboldt, Mendocino, and Lake counties. She went over the methodology and how the Plan will be used by Caltrans (e.g. potential SHOPP projects, possible Project Initiation Development [PIDs], etc.) or local agencies (e.g. data for local planning projects) in the future. The Plan will be updated continuously as new data is collected.

ii. **Lake County Projects Update.**

Mike Khammash discussed two current projects. Construction of the Kelsey Creek Bridge and development of the Transportation Measurement System which includes Mendocino and Lake counties. He added the Lucerne Complete Streets project will begin environmental once the STIP funding comes through. Lisa noted how the project will be important for safety purposes. Alexis added that if the ITIP funding isn't enough, then SHOPP funds may also become available to eventually complete the project.

Destiny noted that two applications were received for the Sustainable Transportation Planning Grant program. One was from the Robinson Rancheria for a long range tribal transportation plan, and the second was from the City of Lakeport for an Active Transportation Plan. Internal review from D1 is almost complete and will be moved to HQ for further review.

iii. Miscellaneous. None.

d. Regional Housing Update

John reported that Lake APC has executed a Standard Agreement with HCD, which means that Regional Early Action Planning (REAP) funds will be available for reimbursement.

John also noted that according to a recent Active Transportation Program workshop, there is a good chance that “pro-housing” designations will be used as a scoring criterion in future cycles (not 2023, but likely in subsequent cycles). This may entail action from the local planning agencies whether or not such housing designations are warranted, which may become an additional burden for smaller rural agencies in the future.

e. Local Agency Updates

Scott discussed the Middletown Multi-use project which is to go out to bid in after the new year and have it finished in 2022. Right-of-way purchases continue on the South Main St/Soda Bay Rd project, with a few of the difficult ones remaining, possibly requiring eminent domain. Bridge projects are also ongoing through the Highway Bridge Program, although the program has been low on funds. It is hoped that the newly approved federal transportation bill will help.

Olivia had no update information, but requested information from Lake APC on the HSIP funded sign replacement project as they helped prepare the application materials last year. John was to provide HSIP application for that project and Countywide Sign Inventory information for Lakeport.

6. Information Packet. None

7. Public input on any item under the jurisdiction of this agency, but which is not otherwise on the above agenda - None

8. Next Proposed Meeting – December 16, 2021

9. Adjourn Meeting - Meeting adjourned at 10:23 a.m.

Respectfully Submitted,

John Speka
Lake APC Planning



LAKE COUNTY/CITY AREA PLANNING COUNCIL TAC STAFF REPORT

TITLE: 2022/23 Overall Work Program Development and
Planning Project Application Review

DATE PREPARED: 1/13/22
MEETING DATE: 1/20/22

SUBMITTED BY: Alexis Pedrotti, Project Manager

BACKGROUND:

The first week of December 2021 you should have received a memorandum informing you of the estimated available funding levels and timelines proposed for the development of the 2022/23 Overall Work Program. In that memo, I requested project applications be submitted to Lake APC staff by January 7, 2022. A spreadsheet is attached to this staff report as an initial list of potential work elements and projects to be considered for 2022/23 Work Program. Staff developed this list based on applications received and the previous discussions with Lake TAC members.

For Fiscal Year 2022/23, Rural Planning Assistance (RPA) funding will remain consistent with past years allocations, while Planning, Programming and Monitoring (PPM) has decreased by \$9,000 to \$47,000. 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 \$391,000. Furthermore, included in the attached Project List is \$7,752 of Reserve Funding that will be carried over from FY 2021/22 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 \$313,781 prior to programming funds for other uses. The initial summary of requests for all projects total \$430,781, which is \$32,029 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 2021/22 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.

The project list will be updated based on the outcome of the discussion during the January 20, 2022, Lake TAC meeting. Preferred projects that are recommended at the TAC meeting will be included in the Draft Work Program which is due to Caltrans March 1st. Lake APC staff will bring back the Draft Overall Work Program in February for review, prior to submitting it to Caltrans.

Lake TAC or APC action is not needed on the draft document, but will be required on the Final Work Program which must be adopted by the Lake APC Board of Directors and submitted to Caltrans in June.

ACTION REQUIRED: Discuss proposed work elements and planning project application requests to provide input on the development of Draft 2022/23 OWP.

ALTERNATIVES: None.

RECOMMENDATION: Provide input on development of Draft 2022/23 OWP.

LAKE COUNTY 2022/23 WORK PROGRAM SUMMARY OF REQUESTS BY WORK ELEMENT

WE	Title	Lake DPW	Lakeport	Clearlake	APC Staff Consultant	Other	Total Costs
600	Regional Planning & Intergovernmental Coordination	\$ 10,000	\$ 2,500	\$ 7,000	\$ 130,000	\$ 2,000	\$ 151,500
601	TDA Activities & Coordination	\$ -	\$ 2,500	\$ 2,000	\$ 35,000	\$ 2,000	\$ 41,500
602	Transit Planning & Performance Monitoring	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ 15,000
603	Lake County Principal Arterial Corridor VMT Study <i>(Carryover)</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
604	Lake County Project Reserve Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
605	Federal & State Grant Preparation, Monitoring & Assistance	\$ 6,700	\$ 7,500	\$ 6,000	\$ 35,000	\$ -	\$ 55,200
606	Speed Zone Studies	\$ -	\$ -	\$ -	\$ 12,500	\$ -	\$ 12,500
607	Special Studies	\$ 30,000	\$ -	\$ 5,000	\$ 35,000	\$ -	\$ 70,000
608	Planning, Programming, & Monitoring	\$ 3,400	\$ -	\$ 5,000	\$ 40,000	\$ -	\$ 48,400
609	Sustainable Transportation Planning	\$ -	\$ -	\$ -	\$ 9,281	\$ -	\$ 9,281
610	Active Transportation	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ 10,000
611	Pavement Management Program Update - Software	\$ -	\$ -	\$ -	\$ -	\$ 6,500	\$ 6,500
612	Technology Support Services	\$ 3,400	\$ 3,000	\$ -	\$ -	\$ -	\$ 6,400
613	Transportation Information Outreach	\$ -	\$ -	\$ -	\$ 4,500	\$ -	\$ 4,500
614	<i>Intentionally Left Blank</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
615	Lake Co. Transit Development Plan <i>(Carryover)</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
616	Training	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Totals		\$ 53,500	\$ 15,500	\$ 25,000	\$ 326,281	\$ 10,500	\$ 430,781

Estimated 2022/23 Funding Available	
Local Transportation Funds (Approximate)	\$50,000
Planning, Programming & Monitoring – 2022/23 Funds	\$47,000
Rural Planning Assistance – 2022/23	\$294,000
LTF Carryover	TBD
RPA Carryover	TBD
PPM Carryover	TBD
Federal/State Grant Carryover	TBD
Reserve Funding – 2021/22 Work Program	\$7,752
Totals	\$398,752
Requests versus Estimated Funding (+/-)	\$32,029

Dow & Associates Contracted Amount + CPI increase= **\$313,781**



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2022/23

LAKE COUNTY OVERALL WORK PROGRAM APPLICATION PROPOSED SCOPE OF WORK

<u>APPLICANT (AGENCY):</u> LAKE COUNTY PUBLIC WORKS	<u>DATE SUBMITTED:</u> 1/12/22
<u>CONTACT PERSON(S):</u> SCOTT DE LEON	
<u>PROJECT TITLE:</u> (Use additional sheets as necessary to prepare outline) Work Element 600 – Lake County Regional Planning	
<u>GOAL/PURPOSE:</u> TO COORDINATE WITH LOCAL AND STATE AGENCIES, THE GENERAL PUBLIC, AND THE PRIVATE SECTOR IN PLANNING EFFORTS TO IDENTIFY AND PLAN POLICIES, STRATEGIES, AND PROGRAMS	
<u>Tasks:</u> (<i>Outside Consultants</i> – by task, indicate RFP advertisement, contract award, draft review and final product adoption dates & <i>In-House Projects</i> – by task, indicate start-up, draft review and final product adoption dates) <ol style="list-style-type: none"> 1. Attend Lake County/City Area Planning Council (APC) and Technical Advisory Committee (TAC) meetings. 2. Provide ongoing regional planning duties which includes attending meetings as necessary and reviewing regional transportation issues. 3. Review and comment on transportation planning documents as necessary. 4. Respond, as necessary to legislative requirements and changes in transportation planning processes. 	
<u>PREVIOUS RELATED WORK:</u> Previous work has included various planning efforts, which vary each year with needs and demand.	
<u>PRODUCTS:</u> <ol style="list-style-type: none"> 1. Participation in regional transportation planning efforts. 	

PRODUCTS (CONTINUED):

2. Reports or comments as necessary on various transportation planning documents.

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

TASK	ANTICIPATED COMPLETION DATE (BY QUARTER)			
	July - September	October - December	January - March	April - June
1			I	C
2			I	C
3			I	C
4			I	C

ESTIMATED PERSON DAYS/ COST BREAKDOWN:

RESPONSIBLE AGENCY	APPROXIMATE PERSON DAYS	BUDGET	FUNDING SOURCE
Lake County DPW	15	\$10,000	



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2022/23 LAKE COUNTY OVERALL WORK PROGRAM APPLICATION PROPOSED SCOPE OF WORK

<u>APPLICANT (AGENCY):</u> LAKE COUNTY PUBLIC WORKS	<u>DATE SUBMITTED:</u> 1/12/22
<u>CONTACT PERSON(S):</u> SCOTT DE LEON	
<u>PROJECT TITLE:</u> (Use additional sheets as necessary to prepare outline) Work Element 605 – Federal and State Grant Preparation	
<u>GOAL/PURPOSE:</u> TO PURSUE FEDERAL, STATE AND LOCAL GRANT OPPORTUNITIES TO MAXIMIZE OUTSIDE RESOURCES THAT MAY BE AVAILABLE IN IMPROVE ALL MODES OF TRANSPORTATION	
<u>Tasks:</u> (<i>Outside Consultants</i> – by task, indicate RFP advertisement, contract award, draft review and final product adoption dates & <i>In-House Projects</i> – by task, indicate start-up, draft review and final product adoption dates) <ol style="list-style-type: none"> 1. Coordinate with APC and others as necessary to evaluate available grant opportunities. 2. Prepare grant applications as they become available. 	
<u>PREVIOUS RELATED WORK:</u> Previous work has included various grant applications.	
<u>PRODUCTS:</u> <ol style="list-style-type: none"> 1. Completed grant applications 	

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

TASK	ANTICIPATED COMPLETION DATE (BY QUARTER)			
	July - September	October - December	January - March	April - June
1			I	C
2			I	C

ESTIMATED PERSON DAYS/ COST BREAKDOWN:

RESPONSIBLE AGENCY	APPROXIMATE PERSON DAYS	BUDGET	FUNDING SOURCE
Lake County DPW	10	\$6,700	



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2022/23 LAKE COUNTY OVERALL WORK PROGRAM APPLICATION PROPOSED SCOPE OF WORK

<u>APPLICANT (AGENCY):</u> LAKE COUNTY PUBLIC WORKS	<u>DATE SUBMITTED:</u> 1/12/22
<u>CONTACT PERSON(S):</u> SCOTT DE LEON	
<u>PROJECT TITLE:</u> (Use additional sheets as necessary to prepare outline) Work Element 607 - Lake County Special Studies	
<u>GOAL/PURPOSE:</u> TO COLLECT DATA AND PERFORM STUDIES WHICH WILL BE USEFUL TO UPDATE TRANSPORTATION INFORMATION DATABASE(S), RESPOND TO LOCAL ISSUES, AID IN IMPLEMENTATION OF THE REGIONAL TRANSPORTATION PLAN, ACTIVE TRANSPORTATION PROGRAM AND OTHER PROJECTS AS NEEDED	
<u>Tasks:</u> (<i>Outside Consultants</i> – by task, indicate RFP advertisement, contract award, draft review and final product adoption dates & <i>In-House Projects</i> – by task, indicate start-up, draft review and final product adoption dates) <ol style="list-style-type: none"> 1. Perform studies, volume monitoring, inventories, analyses and evaluations to ensure adequate data is available. 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. 3. Prepare grants/RFP's and coordinate studies consistent with Speed Zone Studies, Federal & State Grant Preparation and Monitoring. 4. Perform county-wide speed/volume surveys and traffic counts to support a variety of planning documents/studies that may not be completed through WE 606 5. Evaluate high accident roadway segments; the options for repair and preparation of cost estimates for desired alternatives. 6. Perform updates to sign inventory programs, pavement marking and sign inventories, and conduct traffic safety inspections 	
<u>PREVIOUS RELATED WORK:</u> Previous work has included numerous traffic studies; purchase of traffic counters and performance of traffic counts countywide.	
<u>PRODUCTS:</u> <ol style="list-style-type: none"> 1. Special Studies Summary which outlines scope, recipient agency, cost and completion date of projects 	

PRODUCTS (CONTINUED):

2. Report of final results of speed and volume studies on County Maintained Roads.
3. Report that identifies the top ten accident producing roadway segments and proposed corrective measures and cost estimates.
4. Updates to transportation planning projects such as sign inventory programs, traffic counting programs, bikeway and pedestrian projects, and other data bases.

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

TASK	ANTICIPATED COMPLETION DATE (BY QUARTER)			
	July - September	October - December	January - March	April - June
1			I	C
2			I	C
3			I	C
4			I	C
5			I	C
6			I	C

ESTIMATED PERSON DAYS/ COST BREAKDOWN:

RESPONSIBLE AGENCY	APPROXIMATE PERSON DAYS	BUDGET	FUNDING SOURCE
Lake County DPW	15	\$30,000	



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2022/23 LAKE COUNTY OVERALL WORK PROGRAM APPLICATION PROPOSED SCOPE OF WORK

<u>APPLICANT (AGENCY):</u> LAKE COUNTY PUBLIC WORKS	<u>DATE SUBMITTED:</u> 1/12/22
<u>CONTACT PERSON(S):</u> SCOTT DE LEON	
<u>PROJECT TITLE:</u> (Use additional sheets as necessary to prepare outline) WE 608 – Planning, Programming and Monitoring	
<u>GOAL/PURPOSE:</u> TO PROVIDE PLANNING, PROGRAMMING AND MONITORING ACTIVITIES ASSOCIATED WITH PROJECT DEVELOPMENT FOR RTIP, ITIP, AND STIP FUNDING	
<u>Tasks:</u> (<i>Outside Consultants</i> – by task, indicate RFP advertisement, contract award, draft review and final product adoption dates & <i>In-House Projects</i> – by task, indicate start-up, draft review and final product adoption dates) <ol style="list-style-type: none"> 1. Attend various program related meetings at the statewide, regional and local levels. 2. Coordinate with various agencies for the development of regional projects. 	
<u>PREVIOUS RELATED WORK:</u> Development of previous guidelines, projects and amendments to current plans	
<u>PRODUCTS:</u> Reports and recommendations on regional transportation projects	

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

TASK	ANTICIPATED COMPLETION DATE (BY QUARTER)			
	July - September	October - December	January - March	April - June
1			I	C
2			I	C

ESTIMATED PERSON DAYS/ COST BREAKDOWN:

RESPONSIBLE AGENCY	APPROXIMATE PERSON DAYS	BUDGET	FUNDING SOURCE
Lake County DPW	5	\$3,400	



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2022/23 LAKE COUNTY OVERALL WORK PROGRAM APPLICATION PROPOSED SCOPE OF WORK

<u>APPLICANT (AGENCY):</u> LAKE COUNTY PUBLIC WORKS	<u>DATE SUBMITTED:</u> 1/12/22
<u>CONTACT PERSON(S):</u> SCOTT DE LEON	
<u>PROJECT TITLE:</u> (Use additional sheets as necessary to prepare outline) WE 612 – Countywide Technology Support	
<u>GOAL/PURPOSE:</u> TO UTILIZE TECHNOLOGY IN THE DEVELOPMENT AND COLLECTION OF INFORMATION RELATED TO TRANSPORTATION PLANNING	
<u>Tasks:</u> (<i>Outside Consultants</i> – by task, indicate RFP advertisement, contract award, draft review and final product adoption dates & <i>In-House Projects</i> – by task, indicate start-up, draft review and final product adoption dates) <ol style="list-style-type: none"> 1. GIS collection, input and manipulation of various information. 2. Utilization and incorporation of newly acquired data into database programs. 	
<u>PREVIOUS RELATED WORK:</u> Development of previous countywide roads database, accident database, sign and bridge inventories.	
<u>PRODUCTS:</u> Updates or upgrades to existing transportation planning tools such as information databases	

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

TASK	ANTICIPATED COMPLETION DATE (BY QUARTER)			
	July - September	October - December	January - March	April - June
1			I	C
2			I	C

ESTIMATED PERSON DAYS/ COST BREAKDOWN:

RESPONSIBLE AGENCY	APPROXIMATE PERSON DAYS	BUDGET	FUNDING SOURCE
Lake County DPW	5	\$3,400	



LAKE COUNTY/CITY AREA PLANNING COUNCIL

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

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

PROPOSED SCOPE OF WORK

<u>APPLICANT (AGENCY):</u> CITY OF CLEARLAKE	<u>DATE SUBMITTED:</u> 1/12/22										
<u>CONTACT PERSON(S):</u> DALE GOODMAN											
<u>PROJECT TITLE:</u> (Use additional sheets as necessary to prepare outline)											
<u>GOAL/PURPOSE:</u> THE PURPOSE OF THIS APPLICATION IS TO REQUEST FUNDING FOR SPECIFIC WORK ELEMENTS LISTED IN THE WORK PROGRAM FOR 2022/2023.											
<u>Tasks:</u> (<i>Outside Consultants</i> – by task, indicate RFP advertisement, contract award, draft review and final product adoption dates & <i>In-House Projects</i> – by task, indicate start-up, draft review and final product adoption dates) <table border="0" style="width: 100%;"> <tr> <td style="width: 80%;">WE 600 – Regional Planning & Intergovernmental Coordination Ongoing coordination with APC staff, APC meetings</td> <td style="text-align: right; vertical-align: top;">\$7,000</td> </tr> <tr> <td>WE 601 – TDA Activities and Coordination</td> <td style="text-align: right; vertical-align: top;">\$2,000</td> </tr> <tr> <td>WE 605 – Federal & State Grant Prep Preparation of grant documents and applications</td> <td style="text-align: right; vertical-align: top;">\$6,000</td> </tr> <tr> <td>WE 607 – Special Studies Perform studies, volume monitoring, respond to traffic requests</td> <td style="text-align: right; vertical-align: top;">\$5,000</td> </tr> <tr> <td>WE 608 – Planning, Programming & Monitoring</td> <td style="text-align: right; vertical-align: top;">\$5,000</td> </tr> </table>		WE 600 – Regional Planning & Intergovernmental Coordination Ongoing coordination with APC staff, APC meetings	\$7,000	WE 601 – TDA Activities and Coordination	\$2,000	WE 605 – Federal & State Grant Prep Preparation of grant documents and applications	\$6,000	WE 607 – Special Studies Perform studies, volume monitoring, respond to traffic requests	\$5,000	WE 608 – Planning, Programming & Monitoring	\$5,000
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WE 605 – Federal & State Grant Prep Preparation of grant documents and applications	\$6,000										
WE 607 – Special Studies Perform studies, volume monitoring, respond to traffic requests	\$5,000										
WE 608 – Planning, Programming & Monitoring	\$5,000										
<u>PREVIOUS RELATED WORK:</u> Grant applications, APC/TAC meetings, Planning/coordination meetings											
<u>PRODUCTS:</u> PROJECT STUDY REPORTS, TRIBAL COORDINATION FOR TRANSPORTATION PROJECTS, INTERAGENCY PLANNING AND COORDINATION											

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

TASK	ANTICIPATED COMPLETION DATE (BY QUARTER)			
	July - September	October - December	January - March	April - June
1	I			C
2	I			C
3	I			C
4	I			C
5	I			C
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ESTIMATED PERSON DAYS/ COST BREAKDOWN:

RESPONSIBLE AGENCY	APPROXIMATE PERSON DAYS	BUDGET	FUNDING SOURCE
CITY OF CLEARLAKE	75		
TOTAL:	75		



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2022/23

LAKE COUNTY OVERALL WORK PROGRAM APPLICATION PROPOSED SCOPE OF WORK

APPLICANT (AGENCY): CITY OF LAKEPORT	DATE SUBMITTED: JANUARY 6, 2022
CONTACT PERSON(S): OLIVIA GRUPP, PROJECT MANAGER, (707) 263-5615 x406 <OGRUPP@CITYOFLAKEPORT.COM>	
PROJECT TITLE: (Use additional sheets as necessary to prepare outline) City of Lakeport regular attendance and participation in various Lake APC and Lake APC TAC meetings and programs (Work Element 600)	
GOAL/PURPOSE: REIMBURSEMENT OF LAKEPORT STAFF TIME TO ATTEND REGULAR LAKE APC AND LAKE APC TAC MEETINGS AND OTHER MISCELLANEOUS LAKE APC ACTIVITIES INVOLVING THE CITY OF LAKEPORT.	
Tasks: (<i>Outside Consultants</i> – by task, indicate RFP advertisement, contract award, draft review and final product adoption dates & <i>In-House Projects</i> – by task, indicate start-up, draft review and final product adoption dates) <ul style="list-style-type: none">• Prepare, attend and follow-up to Lake APC, TAC meetings, and various program activities.• Review/comment on transportation planning documents provided by Caltrans and other local agencies.• Participate in the preparation of regional planning documents and coordinated plans as needed.• Participate in public outreach efforts of Lake APC for transportation related projects and planning.	
PREVIOUS RELATED WORK: Attendance of regular Lake APC TAC meetings and other regional planning efforts.	
PRODUCTS: Attend meetings, participate in consultant selection boards and participation on various project and planning technical advisory groups.	

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

TASK	ANTICIPATED COMPLETION DATE (BY QUARTER)			
	July - September	October - December	January - March	April - June
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ESTIMATED PERSON DAYS/ COST BREAKDOWN:

RESPONSIBLE AGENCY	APPROXIMATE PERSON DAYS	BUDGET	FUNDING SOURCE
City of Lakeport (Public Works & Community Development)	4	\$2,500	
TOTAL:		\$2,500	



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2022/23

LAKE COUNTY OVERALL WORK PROGRAM APPLICATION PROPOSED SCOPE OF WORK

APPLICANT (AGENCY): CITY OF LAKEPORT	DATE SUBMITTED: JANUARY 6, 2022
CONTACT PERSON(S): OLIVIA GRUPP, PROJECT MANAGER, (707) 263-5615 x406 <OGRUPP@CITYOFLAKEPORT.COM>	
PROJECT TITLE: (Use additional sheets as necessary to prepare outline) Work Element 601 – TDA Activities & Coordination	
GOAL/PURPOSE: Participation in routine day-to-day planning duties, general coordination that are not eligible for RPA Funding.	
Tasks: (<i>Outside Consultants</i> – by task, indicate RFP advertisement, contract award, draft review and final product adoption dates & <i>In-House Projects</i> – by task, indicate start-up, draft review and final product adoption dates) <ul style="list-style-type: none"> • Coordinate with APC Administration Staff in preparation for the Overall Work Program, Final Work Program and Amendments. • Coordinate quarterly billing and tracking for the Overall Work Program 	
PREVIOUS RELATED WORK: Annual Work Program participation every fiscal year.	
PRODUCTS: N/A	

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

TASK	ANTICIPATED COMPLETION DATE (BY QUARTER)			
	July - September	October - December	January - March	April - June
1	X	X	X	X
2	X	X	X	X
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ESTIMATED PERSON DAYS/ COST BREAKDOWN:

RESPONSIBLE AGENCY	APPROXIMATE PERSON DAYS	BUDGET	FUNDING SOURCE
City of Lakeport	2.5	\$2,500.00	
TOTAL:		\$2,500.00	



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2022/23

LAKE COUNTY OVERALL WORK PROGRAM APPLICATION PROPOSED SCOPE OF WORK

APPLICANT (AGENCY): CITY OF LAKEPORT	DATE SUBMITTED: JANUARY 6, 2022
CONTACT PERSON(S): OLIVIA GRUPP, PROJECT MANAGER, (707) 263-5615 x406 <OGRUPP@CITYOFLAKEPORT.COM>	
PROJECT TITLE: (Use additional sheets as necessary to prepare outline) Federal and State Grant Preparation, Monitoring & Assistance related to the implementation of the Lake County Pedestrian Needs Study and Eleventh Street Multi-Modal Plan (Work Element 605)	
GOAL/PURPOSE: WORK WITH LAKE APC STAFF AND OTHER LOCAL AGENCIES IN THE DEVELOPMENT AND SUBMITTAL OF AN ACTIVE TRANSPORTATION PLAN GRANT(S) APPLICATION(S) OR OTHER SIMILAR PROGRAM TO IMPLEMENT SPECIFIC PROJECTS OUTLINED IN THE LAKE COUNTY PEDESTRIAN NEEDS STUDY, THE ELEVENTH STREET MULTI-MODAL TRANSPORTATION PLAN AND LOCAL ROADS SAFETY PLAN	
Tasks: (<i>Outside Consultants</i> – by task, indicate RFP advertisement, contract award, draft review and final product adoption dates & <i>In-House Projects</i> – by task, indicate start-up, draft review and final product adoption dates) <ul style="list-style-type: none"> • Identify appropriate grants and funding opportunities for the implementation of various regional planning efforts. • Coordinate with Lake APC and other local agencies to seek Lake APC sponsorship of transportation related grants. • Utilize entity staff or consultants to gather required transportation related information and prepare grant documents. • Provide technical assistance in the preparation of various federal and state grant applications. • Submit grant applications to appropriate agencies. 	
PREVIOUS RELATED WORK: Lake APC OWP 2019/20 Work Element 609—Eleventh Street Multimodal Plan, Work Element 619—Pedestrian Needs Study, Lake ACP OWP 21/22 Work Element 618—Local Roads Safety Plan	
PRODUCTS: Submittal of federal and state grant applications for projects in the City of Lakeport that implement the Lake County Pedestrian Needs Study, Eleventh Street Multimodal Plan and Local Roads Safety Plan.	

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

TASK	ANTICIPATED COMPLETION DATE (BY QUARTER)			
	July - September	October - December	January - March	April - June
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ESTIMATED PERSON DAYS/ COST BREAKDOWN:

RESPONSIBLE AGENCY	APPROXIMATE PERSON DAYS	BUDGET	FUNDING SOURCE
City of Lakeport	8	\$7,500	
TOTAL:		\$7,500	



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2022/23

LAKE COUNTY OVERALL WORK PROGRAM APPLICATION PROPOSED SCOPE OF WORK

APPLICANT (AGENCY): CITY OF LAKEPORT	DATE SUBMITTED: JANUARY 6, 2022
CONTACT PERSON(S): OLIVIA GRUPP, PROJECT MANAGER, (707) 263-5615 x406 <OGRUPP@CITYOFLAKEPORT.COM>	
PROJECT TITLE: (Use additional sheets as necessary to prepare outline) GIS Collection, Licensing and Training related to roadway transportation system, bike/pedestrian and transit planning within the City of Lakeport (Work Element 612)	
GOAL/PURPOSE: FUNDING ASSISTANCE FOR GIS COLLECTION, GIS LICENSING AND GIS TRAINING TO ENSURE THE CONTINUED MAINTENANCE AND VALUE OF THE CITY OF LAKEPORT'S GIS SYSTEMS.	
Tasks: (<i>Outside Consultants</i> – by task, indicate RFP advertisement, contract award, draft review and final product adoption dates & <i>In-House Projects</i> – by task, indicate start-up, draft review and final product adoption dates) <ul style="list-style-type: none"> • GIS Collection, input and manipulation of geographic information. • Assist in the development of GIS applications. • Provide training and attend GIS related meetings. • Purchase software upgrades, hardware and annual maintenance licenses to ensure compatibility of products with other agencies and consultants. 	
PREVIOUS RELATED WORK: Work Element 612—Countywide Technology Support Services.	
PRODUCTS: ArcGIS annual maintenance & license fees, GIS Training & Certification, General integration with roadways GIS databases, Federal & State reporting.	

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

TASK	ANTICIPATED COMPLETION DATE (BY QUARTER)			
	July - September	October - December	January - March	April - June
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ESTIMATED PERSON DAYS/ COST BREAKDOWN:

RESPONSIBLE AGENCY	APPROXIMATE PERSON DAYS	BUDGET	FUNDING SOURCE
City of Lakeport—GIS Licensing and Training	4	\$3,000	
TOTAL:		\$3,000	



LAKE COUNTY/CITY AREA PLANNING COUNCIL TAC STAFF REPORT

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

DATE PREPARED: 01/14/2022
MEETING DATE: 01/20/2022

SUBMITTED BY: Danielle Casey, Project Coordinator

UPDATE:

APC Staff and the Stakeholder Working Group have received the final draft of The SR53 Corridor Local Circulation Study conducted by TJKM.

Please review the report at: [DESCRIPTION \(secureservercdn.net\)](#)

TJKM has requested all comments on the report be to them by January 19, 2022 in order to be incorporated into the Final Product. Comments can be emailed to Danielle Casey at caseyd@dow-associates.com and will be forwarded to TJKM project manager Ruta Jariwala.

Grant funds for this project expire June 2022.

ACTION REQUIRED: For information and TAC comments to be incorporated into the final report.

ALTERNATIVES: Recommend approval by the APC Board with or without TAC comments.

RECOMMENDATION: Provide comments to be incorporated into the Final Draft, and TAC review again in February for Board recommendation in March.



LAKE COUNTY/CITY AREA PLANNING COUNCIL TAC STAFF REPORT

TITLE: Local Road Safety Plan Update

DATE PREPARED: 01/14/2022

MEETING DATE: 01/20/2022

SUBMITTED BY: Danielle Casey, Project Coordinator

UPDATE:

The Local Road Safety Plans for the Cities of Clearlake and Lakeport have been completed by Headway Transportation, LLC.

Lauren Picou, Project Manager for Headway Transportation presented the draft reports at the December APC Board Meeting. The completed reports can be viewed at the following links:

City of Clearlake: [Final-LRSP_City-of-Clearlake.pdf \(secureservercdn.net\)](#)

City of Lakeport: [Final_LRSP_City-of-Lakeport.pdf \(secureservercdn.net\)](#)

The Stakeholder Working Group was comprised of Headway Staff, APC Staff, Caltrans, Lake Transit Authority (LTA), City of Clearlake Staff, Clearlake Police Department, City of Lakeport Staff and Lakeport Police Department.

Local Road Safety Plans are required for the upcoming HSIP cycle. Completed plans will need to be adopted by the cities.

ACTION REQUIRED: For information and discussion purposes only.

ALTERNATIVES: None

RECOMMENDATION: None



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PROPOSED LAKE TECHNICAL ADVISORY COMMITTEE (TAC) 2022 MEETING SCHEDULE

January 20

February 17

March 24 (CTC Meeting – March 16-17, San Diego)

April 21

May 26 (CTC Meeting – May 18-19, Central Valley)

June 16

July 21

August 25 (CTC Meeting – August 17-18, Bay Area)

September 15

October 20

November 17

December 15

Note: All meetings are scheduled to take place via Zoom until further notice