



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, May 11, 2022

TIME: 9:00

PLACE: City Council Chambers
225 Park Street
Lakeport, California

Audioconference

Dial-in number: 1 (669) 900-6833 / **Meeting ID:** 868 3651 1709# **Passcode:** 477102

Zoom link provided to Board Members in distribution email and to public by request.

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 also 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 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.

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

PUBLIC EXPRESSION

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

CONSENT CALENDAR

4. Proposed Adoption of Resolution #21-22-19 to Implement Teleconferencing Requirements During a Proclaimed State of Emergency Pursuant to Assembly Bill 361
5. Approval of March 9, 2022 Minutes

REGULAR CALENDAR

6. Presentation of SR 53 Corridor Local Circulation Plan (*Casey/TJKM Consultant*)
7. Discussion and Recommended Approval of Resolution #21-22-20 to Determine if Unmet Transit Needs are Reasonable to Meet (*Sookne*)
8. Presentation of 2022/23 (Draft) Lake APC Budget (*Pedrotti*)
9. Discussion of 2022/23 Overall Work Program (*Pedrotti*)

RATIFY ACTION

10. Adjourn Policy Advisory Committee and Reconvene as Area Planning Council
11. Consideration and Adoption of Recommendations of Policy Advisory Committee

REPORTS

12. Reports & Information:

- a. Lake APC Planning Staff
 - i. Grant Updates (*Speka*)
 - ii. Pavement Management Program (PMP) Update (*Casey*)
 - iii. Miscellaneous
- c. Lake APC Administration Staff
 - i. APC Budget Update
 - ii. Next Meeting Date – **June 1, 2022** (*Lower Lake*)
 - iii. Miscellaneous
- d. Lake APC Directors
- e. Caltrans
 - i. SR 29 Project Update (*Pimentel*)
 - ii. Lake County Project Status Update (*Ahlstrand*)
 - iii. Office of Traffic Safety (OTS) Update (*Ahlstrand*)
 - iv. Miscellaneous
- f. Rural Counties Task Force
 - i. Next Meeting Date – **May 20, 2022** (*Teleconference*)
- g. California Transportation Commission
 - i. Next Meeting Date – **May 18 – 19** (*Fresno*)
- h. California Association of Councils of Governments (CalCOG)
 - i. CDAC Meeting – (*TBD*)
 - ii. CalCOG Board of Directors Meeting – **June 17, 2022**
- i. Miscellaneous

INFORMATION PACKET

13. a) 1/18/22 SSTAC Minutes

ADJOURNMENT

PUBLIC EXPRESSION

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

AMERICANS WITH DISABILITIES ACT (ADA) REQUESTS

To request disability-related modifications or accommodations for accessible locations or meeting materials in alternative formats (as allowed under Section 12132 of the ADA) please contact the Lake 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 agendaized, 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: May 5, 2022

Attachments:

Agenda Item #4 – Resolution #21-22-19

Agenda Item #5 – 3/9/22 Lake APC Draft Minutes

Agenda Item #6 – Staff Report (presentation to be distributed under a separate cover)

Agenda Item #7 – Staff Report, Reso, Unmet Needs Findings & Definitions

Agenda Item #8 – Staff Report & Draft Budget Summary

Agenda Item #9 – Staff Report & Draft OWP

Agenda Item #12aii – PMP Staff Report

Information Packet – 13) 1/18/22 SSTAC Minutes

LAKE COUNTY/CITY AREA PLANNING COUNCIL

RESOLUTION 21-22-19

RESOLUTION TO IMPLEMENT TELECONFERENCING REQUIREMENTS DURING A PROCLAIMED STATE OF EMERGENCY PURSUANT TO ASSEMBLY BILL 361

THE AREA PLANNING COUNCIL HEREBY FINDS, DECLARES AND RESOLVES THAT:

WHEREAS, The Area Planning Council (APC) is committed to preserving the Ralph M. Brown Act requirements that all meetings of a legislative body of a local agency be open and public and that any person may attend and participate in such meetings;

WHEREAS, A state of emergency was proclaimed by Governor's Executive Order N-33-20 on March 4, 2020, addressing the threat of the COVID-19 pandemic, and remains in effect;

WHEREAS, the Brown Act allows for legislative bodies to hold meetings by teleconference, but imposes specific requirements for doing so;

WHEREAS, on March 17, 2020, in order to address the need for public meetings during the present public health emergency, Governor Newsom issued Executive Order No. N-29-20, suspending the Act's teleconferencing requirements; and

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order No. N-8-21, continuing the suspension of the Brown Act's teleconferencing requirements through September 30, 2021; and

WHEREAS, these Executive Orders allowed legislative bodies to meet virtually as long as certain notice and accessibility requirements were met; and

WHEREAS, the State Legislature amended the Brown Act through Assembly Bill No. 361 (AB 361) on September 16, 2021; and AB 361 remains in effect through January 1, 2024;

WHEREAS, AB 361 amended the Brown Act so that a local agency may use teleconferencing without complying with the regular teleconferencing requirements of the Act, where the legislative body holds a meeting during a proclaimed state of emergency and makes certain findings; and

WHEREAS, COVID-19 and variants thereof remain a current threat to the health and safety of the general public, APC Staff, and members of this Board; and

WHEREAS, the APC has an important governmental interest in protecting the health, safety, and welfare of those who participate in meetings of the APC legislative and advisory bodies subject to the Brown Act; and

WHEREAS, in response to the current threat to the public of the COVID-19 virus and its existing and potential variants, there is a desire to implement teleconference meetings pursuant to the requirements of the Brown Act so long as this State of and Emergency continues to exist.

NOW, THEREFORE, BE IT RESOLVED THAT:

The Area Planning Council hereby finds, determines, declares, orders, and resolves as follows:

1. That the foregoing recitals are true and correct and incorporates them by this reference;
2. The Area Planning Council finds, by a majority vote, that there exists a proclaimed state of emergency; and
3. As a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

In accordance with AB 361, based on the findings and determinations herein, meetings of APC's legislative and advisory bodies will be held remotely by virtual means, suspending Brown Act teleconferencing rules while providing for all feasible means of public participation.

This resolution shall be effective upon adoption and remain in effect until APC's next regular board meeting on June 1, 2022, when Lake APC shall consider renewing its findings by subsequent resolution, in accordance with AB 361.

Adoption of this Resolution was moved by Director _____, seconded by Director _____, and carried on this 11th day of May 2022, by the following roll call vote:

AYES:
NOES:
ABSENT:

WHEREUPON, THE CHAIRMAN DECLARED THE RESOLUTION ADOPTED, AND SO ORDERED.

ATTEST: Lisa Davey-Bates
Executive Director

Stacey Mattina, Chair
APC Member



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

Wednesday, March 9, 2022

Location: City of Lakeport & Audioconference (in response to "Shelter-in-Place" directive)

Present

Bruno Sabatier, Supervisor, County of Lake
Stacey Mattina, City Council Member, City of Lakeport
Kenneth Parlet, Council Member, City of Lakeport
Dirk Slooten (Alternate), Council Member, City of Clearlake
Russ Cremer, City Council, City of Clearlake
Chuck Leonard, Member at Large

Absent

Moke Simon, Supervisor, County of Lake
Russell Perdock, Council Member, City of Clearlake
Tim Warnement, 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
Jesus Rodriguez-Garcia, Admin Staff – Lake APC
Nephele Barrett, Planning Staff – Lake APC
John Speka, Planning Staff – Lake APC
Danielle Casey, Planning Staff – Lake APC
Tatiana Ahlstrand, Caltrans District 1 (Policy Advisory Committee)
Scott DeLeon, Public Works Director, County of Lake
Mike Khammash, Caltrans Project Manager
Gary McFarland, Project Manager – Paratransit Services

1. Call to Order/Roll Call

Chair Mattina called the meeting to order at 9:01 a.m. Secretary Charlene Parker called roll. Members present: Sabatier, Simon, Perdock, Cremer, Parlet, Mattina

Lisa Davey-Bates introduced Jesus Rodriguez-Garcia as the new administrative assistant for Lake APC.

2. Adjourn to Policy Advisory Committee

Chair Mattina adjourned to the Policy Advisory Committee (PAC) at 9:02 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.

CONSENT CALENDAR

4. Proposed Adoption of Resolution #21-22-18 to Implement Teleconferencing Requirements During a Proclaimed State of Emergency Pursuant to Assembly Bill 361

5. Approval of February 9, 2022 Draft Minutes

Chair Mattina asked if the Board members would like to pull anything from the Consent Calendar for further discussion.

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

Roll Call Vote: Ayes (7)-Directors Sabatier, Slooten (Alternate-Perdock), Cremer, Mattina, Leonard, Parlet, Tatiana Ahlstrand (PAC), Noes (0); Abstain (0); Absent (2) Directors Simon, Warnement

REGULAR CALENDAR

6. Public Hearing: Unmet Transit Needs for Fiscal Year 2022/23

James Sookne referenced the staff report provided in their packet and stated that the proof of public notice for the public hearing was included in the packet.

Finding of Proper Notice

Director Sabatier Cremer made a finding that the proper notice was completed, and proof was provided. The finding was seconded by Director Cremer and carried unanimously.

Roll Call Vote: Ayes (7)-Directors Sabatier, Slooten (Alternate-Perdock), Cremer, Mattina, Leonard, Parlet, Tatiana Ahlstrand (PAC), Noes (0); Abstain (0); Absent (2) Directors Simon, Warnement

James reported that the 22/23 Unmet Needs process began at the November SSTAC meeting. James stated that the Committee reviewed the prior unmet needs list to verify that they were still relevant. James noted that there was an additional item added to the list, which was for earlier service to Ukiah for medical appointments, criminal justice appointments and courses at Mendocino College. James explained that at the January SSTAC meeting the Committee determined that all of the eight items still qualified as unmet needs, and the additional item added the current list of the potential unmet transit needs was developed. James noted that the list was provided in the packet, and if the APC Board makes a finding to determine that the prepared list included unmet needs, it will be further assessed by staff and reviewed by the SSTAC.

Open Public Hearing at 9:09

Chair Mattina opened the Public Hearing.

Receive Public Comments

No Public Comments.

Close Public Hearing at 9:10

Chair Mattina closed the Public Hearing.

Board Action

Director Sabatier made a finding that the testimony includes “unmet transit needs” according to the APC’s adopted definition, and those needs are directed to the APC and LTA staff for analysis and further review by, the SSTAC, as presented. The motion was seconded by Director Cremer and carried unanimously. Roll Call Vote: Ayes (7)-Directors Sabatier, Slooten (Alternate-Perdock), Cremer, Mattina, Leonard, Parlet, Tatiana Ahlstrand (PAC), Noes (0); Abstain (0); Absent (2) Directors Simon, Warnement

7. Presentation Report from the Executive Committee Meeting:

- a) Recommended Approval of Contract Extension between Lake APC and Davey-Bates Consulting for Administrative and Fiscal Services and Service Authority for Freeway Emergencies SAFE Services for the period of October 1, 2022 through September 30, 2023**
- b) Recommended Approval of Contract Extension between Lake APC and Dow & Associates for Planning Services and Service Authority for Freeway Emergencies (SAFE) for the period of October 1, 2022 through September 30, 2023.**

A staff report summarizing the process to date was included for board review, along with the Executive Committee meeting Minutes. The Executive Committee (Directors Mattina, Perdock) met with staff on March 2 to review options and potential recommendations for the Lake APC contract with Davey-Bates Consulting and Dow & Associates. Chair Mattina was the designated Executive Committee Representative to report the outcome and recommendation of the Executive Committee meeting. Two options were considered:

Option 1: Execute a full contract procurement, including the development and release of a Request for Proposal (RFP), or,

Option 2: Continue exercising the extension option included in the RFP, for up to five one-year contract extensions. This would be the fourth year of the one-year contract extensions, leaving one more available.

Chair Mattina stated that given the options, the Executive Committee preferred to continue on with one year contract extensions.

Lisa Davey-Bates explained that staffing for the Lake Area Planning Council (APC) is currently provided through contracts with, Davey-Bates Consulting and Dow & Associates, as it has been since 2014. Lisa added that both contractors are fulfilling their third, one-year contract extension, which will expire on September 30, 2022.

Lisa noted that as part of the staff report both contractors included one-year extensions and Exhibit A outlining annually contract base amounts based on 11.5% increase applied to the healthcare benefit portion. Although the actual CPI increase was 4.2% both Davey-Bates and Dow & Associates pursued a 4% CPI increase. The Executive Committee thought 4.2% was reasonable and recommend the full 4.2% CPI increase.

Director Sabatier questioned if a longer-term contract would be beneficial for stability, longevity, and continuity to align with the long-term projects. Lisa replied that one five-year extension would have been preferred, however, that was not allowed by Caltrans. Director Sabatier clarified that he was fine with the one-year extension, however he would be more comfortable with starting the RFP process instead of a fifth extension to provide stability in a five-year contract versus annual extensions. Director Cremer agrees and would appreciate a longer-term contract, but thought it be fine to wait until next year. Alexis Pedrotti reminded the Board that someone other than DBC or Dow & Associates staff would have to develop the RFP and conduct the procurement process.

The Board Members discussed the RFP process and the benefits of a longer-term contract with Davey-Bates and Dow & Associates. They agreed to follow the direction of the Executive Committee with a one-year contract extension. Lisa and Nephele thanked the Board Members for their support.

Chair Mattina requested any public comments regarding the contract extensions. No comments were presented.

Director Cremer made a motion to approve the extensions of the existing contracts for Fiscal & Administrative Services and Planning Services for Lake APC, Lake Transit and Lake SAFE for a period of one year from October 1, 2022 through September 30, 2023. The motion was seconded by Director Sabatier and carried unanimously.

Roll Call Vote: Ayes (7)-Directors Sabatier, Slooten (Alternate-Perdock), Cremer, Mattina, Leonard, Parlet, Tatiana Ahlstrand (PAC), Noes (0); Abstain (0); Absent (2) Directors Simon, Warnement

c) Discussion of the FY 2022/23 Local Transportation Fund (LTF) Estimate

Alexis Pedrotti reported that this time of year the administrative staff begins the development of the upcoming fiscal year budget. Typically, staff would present the LTF Estimate and Draft Budget together at the May Lake APC Board of Directors Meeting, however, staff felt it was important to discuss the proposed recommendation in greater detail with the Executive Committee prior to presenting the draft budget to the Lake APC Board of Directors. The 2022/2023 LTF estimate suggested a 6.83% or \$12,526 increase, bringing the total LTF estimate to \$1,846,566, but after careful consideration of the ongoing financial instability of our funding sources, staff proposes a LTF Fund Estimate of \$1,700,000. Alexis noted that if revenues continue to come in at a higher-than-expected rate an adjustment can be considered mid-year.

The Executive Committee discussed the LTF estimate and recommended staff present the Lake APC Board draft budget with the \$1,700,000 Fund Estimate.

8. Presentation Discussion and Recommended Approval of the Fourth Amendment to the 2021/22 Final Overall Work Program (Pedrotti)

Alexis Pedrotti referenced the staff report and Overall Work Program (OWP) that were included in the packet. She gave a brief description of Overall Work Program and the amendment process. Alexis noted that the Amendments to the Overall Work Program can include simple adjustments or have a variety of changes.

Alexis explained that the focus of the amendment was to re-allocate funding for APC Planning Staff to better expend funds in all work elements. Work Element adjustments were 602, 603, 607, 611 and 614. Additionally, staff requested to re-allocate the Direct Expense/Consultant funding currently allocated under Work Element 612-Countywide Technology Support Services totaling \$4,536 (Rural Planning Assistance (RPA) to Work Element 614 – Regional Transportation Plan (RTP) Update. The RTP had incurred additional cost for the RTP Update and environmental filing requirements without any direct expenses allocated to the work element.

In addition, APC Staff has been working with Caltrans District 1 and Headquarters to get an additional grant amendment approved for Work Element 617, the State Route 53 Corridor Study, which was a FHWA/SPR Grant funded project. The project has experienced many delays, and the amendment will include another schedule adjustment for Task 7.2 – Prepare and Present Final SR 53 Corridor Local Circulation Study. Also, the adjustment allows the completion date to be extended until June 2022.

The final adjustment incorporated in the OWP Amendment was for Work Element 615 a newly awarded FTA 5304 grant funded project, the Transit Development Plan Update. A consultant has been selected for this project; therefore, staff needs to true-up the scope and schedule with Caltrans District 1, according to the consultant's proposal.

Alexis explained that for the Fourth Amendment, the adjustments were simple and affect various work elements in the Overall Work Program. The total funding and funding sources have not changed the Overall Work Program funding amount remains at \$1,042,767. Due to time constraints and simplicity of the amendment, staff did not present it to the Technical Advisory Committee (TAC).

Chair Mattina requested any public comments regarding the Fourth Amendment to the Overall Work Program. No comments were presented.

Director Cremer made a motion to approve the Fourth Amendment to the FY 2021/22 Overall Work Program, as presented. The motion was seconded by Director Leonard and carried unanimously.

Roll Call Vote: Ayes (7)-Directors Sabatier, Slooten (Alternate-Perdock), Cremer, Mattina, Leonard, Parlet, Tatiana Ahlstrand (PAC), Noes (0); Abstain (0); Absent (2) Directors Simon, Warnement

RATIFY ACTION

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

Chair Mattina adjourned the Policy Advisory Committee at 9:34 a.m. and reconvened as the APC.

10. 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 Cremer and carried unanimously.

Roll Call Vote: Ayes (7)-Directors Sabatier, Slooten (Alternate-Perdock), Cremer, Mattina, Leonard, Parlet, Noes (0); Abstain (0); Absent (2) Directors Simon, Warnement

REPORTS

11. Reports & Information

a. Lake APC Planning Staff

i. Update on Various Grant Programs

John reported that staff received a grant through the Sustainable Transportation Planning Grant program for the Transit Development Plan (TDP) Update. John explained that staff went through the procurement process, we only received one proposal from LSC Transportation Consultants. The Consultant Selection Committee selected them, and the contract was just signed. John noted that staff helped Lake Transit Authority and Lake Links staff prepare the Federal Transit Administration (FTA) 5310 grant application for Non-Emergency Medical Transportation (NEMT) and Mobility Management Program. Additionally, Lake APC staff was soliciting proposals for the preparation of the Konocti Corridor Vehicle Miles Traveled (VMT) study for its interregional corridor system through the Lake County region. The study is intended as a reference document from which to calculate potential VMT and greenhouse gas (GHG) impacts in future improvement projects within the corridor.

ii. Pavement Management Program (PMP) Update

Danielle Casey reported that we have a fully executed contract with NCE to work on our Pavement Management Program Update. The Consultant has scheduled a kick-off meeting to begin the project in the spring.

iii. State Route 53 Corridor Project

Danielle Casey reported that the SR53 Corridor Local Circulation Study Draft report was submitted in January. Danielle said that TJKM staff is implementing comments received from Caltrans, the City of Clearlake, and APC Staff into the final report. Danielle stated that she was pleased to announce that she just received the report today.

Director Cremer questioned if Mike Dean received the final report. Danielle replied that she would send Mike Dean the final report today.

iv. Miscellaneous

None

b. Lake APC Administration Staff

i. APC Budget Update

Alexis Pedrotti reported that she received the Local Transportation Fund (LTF) funds for February continue to look good at \$172,914.

ii. Next Meeting Date – April 8, 2022 (*Lower Lake*)

iii. Miscellaneous

c. Lake APC Directors:

Chair Mattina announced that the City of Lakeport's Safe Routes to School was going out to bid next week and thanked APC staff for their help with the project.

d. Caltrans

i. SR 29 Project Update:

Tatiana Ahlstrand reported that Jeff Pimentel was not available for the meeting today. However, he did submit the cost estimate for Segment 2C to Lisa and Scott. Additionally, the design team was working on the cost estimates for the remaining two segments.

Tatiana reported that Caltrans staff had submitted a nomination form for right-of-way funds on Segment 2A and segment 2B to the Trade Corridor Enhancement Program (TCEP). Staff plans to submit the full TCEP application in November.

Lisa asked if Caltrans has heard anything regarding the TCEP nomination and stated that it was her understanding that Caltrans will only submit three rural projects for the entire state.

Tatiana replied that she had not heard anything and thinks it was too early. Tatiana stated that would follow-up with her.

ii. Lake County Project Status:

Tatiana Ahlstrand reported that the Lake County Quarterly Project Status Report was included in the packet.

Mike Khammash reported on two projects were in the design the Kelsey Creek Road Left Turn Channelization and the Blue Lakes Safety Project. Mike noted that staff was working hard to solve the problem on the right-of-way acquisition for the Blue Lakes project. Additionally, there are a few Transportation Management System Upgrade

projects in construction in East Lake County TMS. The Bachelor Creek Bridge project was expected to be complete in April. Also, in construction are three bridge projects (Morrison Creek in Lucerne, Kelsey Creek on Highway 175, and Robertson on Highway 29). Mike noted Lake 29 C and Lakeport CAP M projects that were in the pipeline. Unfortunately, the Lucerne Complete Streets Project did not meet the requirements through the California Transportation Commission (CTC). Staff was still working on potential funding options Lucerne Complete Streets Project

Director Sabatier asked what the Lucerne Complete Streets Project entailed and wanted to know if it was from one end of Lucerne to the other on Highway 20.

Mike replied that the project was based on both of the Highway 20 Northshore Communities Traffic Calming Plan and Lake County Pedestrian Facility Needs Inventory Engineered Feasibility studies. The project includes improved sidewalks, crosswalks and bikeways on Highway 20 throughout Lucerne from the Morrison Creek Bridge to Country Club Drive.

Director Sabatier stated that he would like to help and see if Lake County could provide a letter of support for the project.

Director Parlet stated that there were construction signs on the bridge in Lucerne and wanted to know what was going on there. Mike replied that he was not certain and would get back to him.

iii. Office of Traffic Safety (OTS) Update:

Tatiana provided an update stating that the cameras were out on Bell Park Avenue left-turn lane on Lake 29. Tatiana explained that the data will include near misses, turn movements and counts. Staff will report back once the data was analyzed.

Director Cremer replied that he was working on anecdote for that area and thanked Tatiana for the update.

iv. Miscellaneous

Tatiana announced that Lake County was awarded two projects through the Clean California Grant Program, the Lake County Beautification Initiative and the Beautification of City Signage/Downtown Corridor & Clean-up for the City of Clearlake. Additionally, there will be another round of funding for the Clean California Grant Program.

- e. Rural Counties Task Force
 - i. Next Meeting Date – March 18, 2022
- f. California Transportation Commission
 - i. Next Meeting Date – March 16 – 17 (*/Webinar*)
- g. California Association of Councils of Governments (CalCOG)
 - i. CDAC Meeting – (*TBD*)
 - h. CalCOG Board of Directors Meeting – May 13, 2022.
 - i. Miscellaneous

INFORMATION PACKET

- 12. a) 1/21/22 Draft Executive Committee Minutes
- b) Infrastructure Investment and Jobs Act - New Program Funding Guide

ADJOURNMENT

The meeting was adjourned by Chair Mattina at 9:57 a.m.

Respectfully Submitted,

DRAFT

Charlene Parker
Administrative Associate



LAKE COUNTY/CITY AREA PLANNING COUNCIL STAFF REPORT

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

DATE PREPARED: 05/05/2022
MEETING DATE: 05/11/2022

SUBMITTED BY: Danielle Casey, Project Coordinator

UPDATE:

The SR53 Corridor Local Circulation Study conducted by TJKM has been completed and a presentation to the board by TJKM Project Manager, Ruta Jariwala is expected at the May 11 meeting.

This project began in early 2020 and experienced various delays due to the COVID-19 pandemic. After reviewing prior studies, traffic counts were scheduled to take place in the Spring and Summer of 2020, but APC Staff requested that this counting be delayed until a “return to normal” traffic levels were seen. This in turn, pushed the schedule back and various amendments for time delays needed to be approved by Caltrans.

Lake APC Staff is extremely grateful to the City of Clearlake and Caltrans for their partnership and guidance throughout this project.

This project has been funded through a Caltrans Strategic Partnership Planning Grant. Grant funds for this project expire June 30, 2022.

ACTION REQUIRED: Consider approval of the SR53 Corridor Local Circulation Study.

ALTERNATIVES: Provide comments, recommended revisions and seek approval at a following APC Meeting.

RECOMMENDATION: Board approves the SR53 Corridor Local Circulation Study.

“Connecting People with Places
Through Transportation
Improvements”



SR 53 CORRIDOR LOCAL CIRCULATION PLAN

Lake Area Planning Council Board Meeting
May 11, 2022

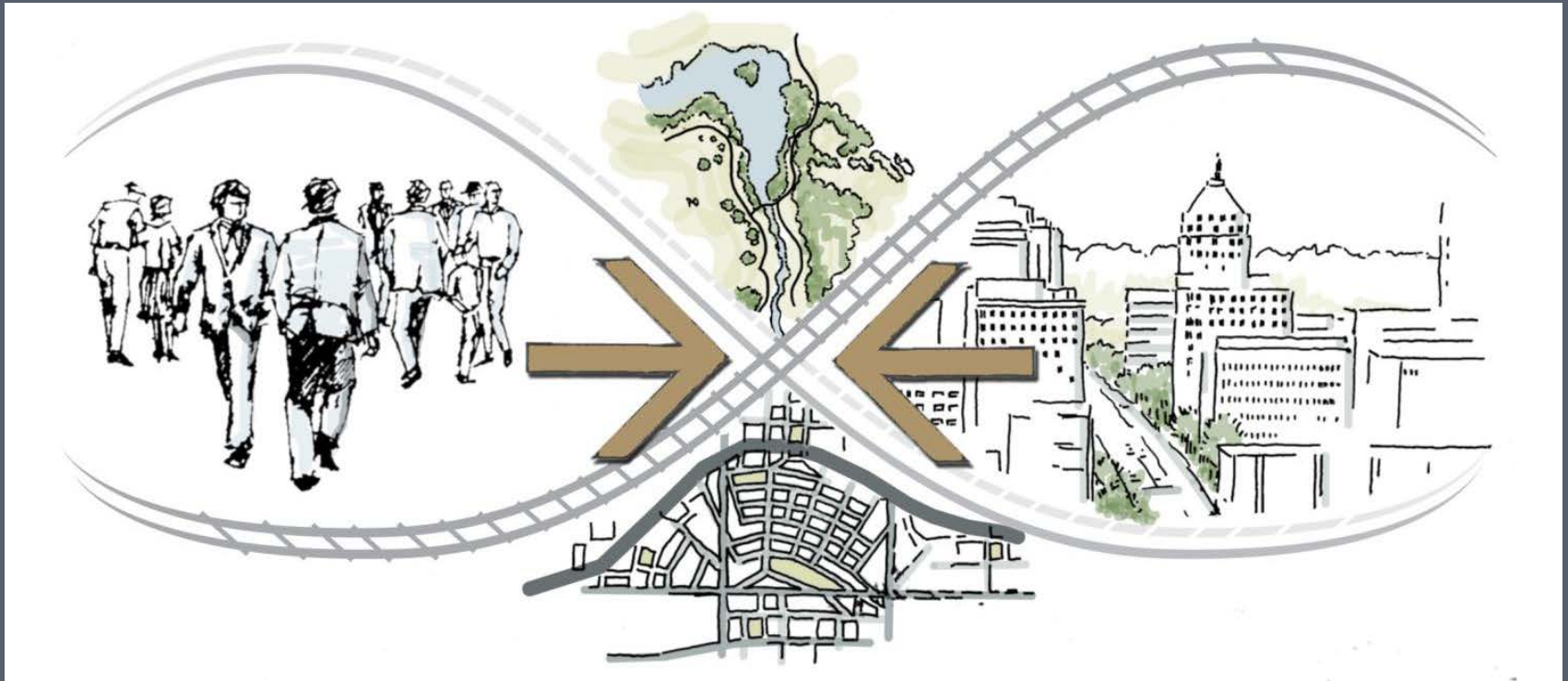




A QUICK REMINDER

...what is this study about and why are you here.

The study is intended to identify a sustainable transportation strategy for the area. The process embraces an integrated approach that considers land use, development, environment, and transportation simultaneously.





- Livability
- Mobility
- Environmental Character
- Economic Development & Character
- Collaboration

GUIDING PRINCIPLES

...you helped to create them...



Guiding Principle

ENCOURAGE THE USE OF THE PRINCIPAL ARTERIAL CORRIDORS SR53 AND SR29 THROUGH THE CITY AND DISCOURAGE INTERREGIONAL TRAFFIC ON SR20 ALONG THE NORTH SHORE OF CLEAR LAKE.

GOALS AND OBJECTIVES



Goal 1: Interregional travel will be primarily on SR 53 and sections of SR 29 between SR 53 in Lower Lake and SR 20 in Lakeport.

Objective 1: SR 53 geometric design and traffic control will be improved consistent with the expressway designation.

Emphasis on INTEGRATED planning...

GOALS AND OBJECTIVES



Goal 1: Interregional travel will be primarily on SR 53 and sections of SR 29 between SR 53 in Lower Lake and SR 20 in Lakeport.

Objective 1: SR 53 geometric design and traffic control will be improved consistent with the expressway designation.

Goal 2: Interregional travel will be discouraged from using SR 20 along the North Shore of Clear Lake.

Objective 2: Traffic calming measures will be used to discourage interregional traffic along the North Shore on SR 20.

Emphasis on INTEGRATED planning...

GOALS AND OBJECTIVES



Goal 1: Interregional travel will be primarily on SR 53 and sections of SR 29 between SR 53 in Lower Lake and SR 20 in Lakeport.

Objective 1: SR 53 geometric design and traffic control will be improved consistent with the expressway designation.

Goal 2: Interregional travel will be discouraged from using SR 20 along the North Shore of Clear Lake.

Objective 2: Traffic calming measures will be used to discourage interregional traffic along the North Shore on SR 20.

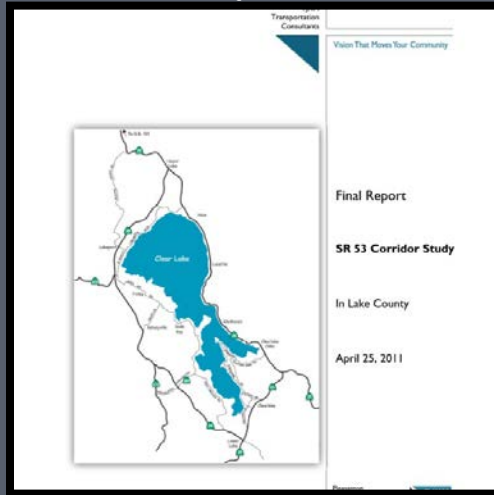
Goal 3: Access to SR 53 will be consistent with the City of Clearlake General Plan.

Objective 3: Intersection and interchange improvements along SR 53 will be compatible with planned development adjacent to the corridor.

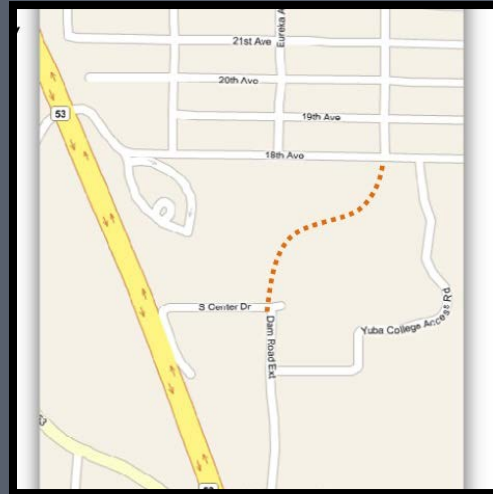
Emphasis on INTEGRATED planning...

LITERATURE REVIEW

2011 Study



Phillips Avenue Extension



- 2040 Clearlake General Plan Update (2017)
- Clearlake Walmart Center Expansion EIR (2017)
- Dam Road Retail Project Traffic Impact Study (2020)
- Maha Resort at Guenoc Valley Transportation Impact Analysis (2020)
- Caltrans District 1 Growth Factor (2014)

PAST

SCENARIOS

- Existing Conditions
 - Evaluated 13 intersections (Level of service, signal warrants)
 - Pedestrian Facilities
 - Bicycle Facilities
 - Transit Facilities
- Safety Analysis
- Developed Growth Methodology for Future Analysis
- Pedestrian Quality of Service
- Bicycle Level of Stress Analysis
- Preliminary Roundabout Analysis
- Near-Term Conditions (Year 2030)
- Future Conditions (Year 2040)

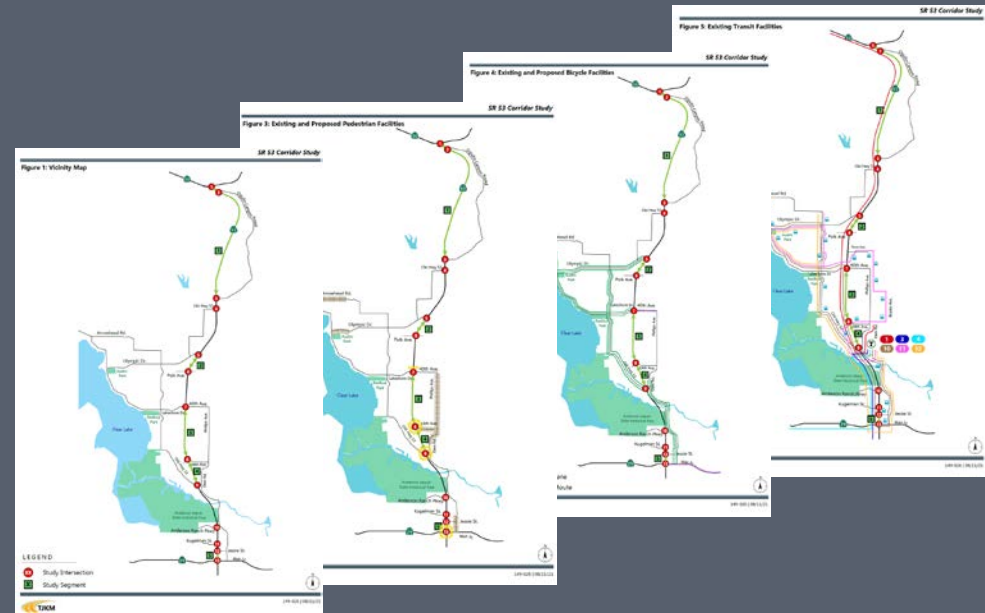


Table 20: BLTS Scores

Roadway Segment	No. of Lanes	Posted Speed Limit (mph)	Classification of Roadway	ADT	LTS Score
SR 53 from just north of 40 th Avenue to just south of Dam Road	4	45	Arterial	18,000	LTS-4
Dam Road east of SR 53	4	25	Collector	10,000	LTS-3
Old Highway 53	2	40	Collector	7,000	LTS-4
18 th Avenue east of SR 53	2	30	Collector	3,000	LTS-2
40 th Avenue-Lakeshore Drive	2	30	Collector	13,000	LTS-3

Table 13: Intersection and Roadway Segment Collisions per Year

Facility Type	2015	2016	2017	2018	2019	Total
Intersection Collisions	26	31	32	23	29	141
Roadway Segment Collisions	9	8	8	7	20	52
Total Collisions	35	39	40	30	49	193





THE ANSWER ISN'T IN THE NUMBERS

- If it were we'd just look at the numbers and tell you what we should be doing
- Models generate important information that should be considered
- We listened to opinions
- the results blend technical analysis with local opinion to construct a “blended scenario”



It's just one piece of information to consider...



MOVING FORWARD

Creating the Preferred Alternative





RECOMMENDATIONS

POLICY RECOMMENDATIONS



Access Management:

- City and Caltrans to explore access management improvements on SR 53 between SR 29 / Main Street and Kugelman St / Jessie St

Clearlake General Plan:

- Explicit vision for east-west streets that cross SR 53

Sidewalk Requirements:

- Require sidewalks along the frontage of all new development

Posted Speed Limits:

- For ped & cyclist safety, reduce to 35 mph on sections of:
 - ❖ Dam Road
 - ❖ Old Highway 53

Bike Lanes:

- Modify design standard to allow for door zone and give cyclists 3 ft. separation

ACTIVE TRANSPORTATION RECOMMENDATIONS



Pedestrian:

- Ideas to consider in next ATP Update
- Build Sidewalks to close gaps and connect City to and across SR 53 and to bus stops. Install Crosswalks, ADA Ramps, Ped Heads at SR 53 Intersections:
- 40th
- 18th
- Dam
- SR 29

Table 25: Pedestrian Recommendations

Intersection	Control	Marked Crosswalks	Sidewalks on side streets	Curb Ramps	Ped Signal Heads
SR 53 / Olympic Drive	Signal	Add	Add	Add	Add
SR 53 / 40 th Avenue-Lakeshore Drive	Signal	Add	Add	Add	Add
SR 53 / 18 th Avenue	Signal	Present on all approaches	Add	Present on all approaches	Present on all approaches
SR 53 / Dam Road-Old Highway 53	Signal	Present on all approaches	Add	Present on all approaches	Present on all approaches
SR 53 / SR 29	Signal	Present on all approaches	Add	Present on all approaches	Present on all approaches



ACTIVE TRANSPORTATION RECOMMENDATIONS



Bicycle:

- Install Bicycle Detection at SR 53 Intersections
- Bike Lane on Dam Rd Extension
- Bike Lane on 18th Avenue when widened



DESIGN RECOMMENDATIONS



Lanes on SR 53:

- Maintain same number of through lanes.
Add turn lanes in specific locations

Posted Speed Limit:

- Maintain current speed limits

Traffic Signals:

- No new signals or driveways on SR 53
- Replace signalized intersections at 40th and at 18th Avenues with grade-separated interchanges

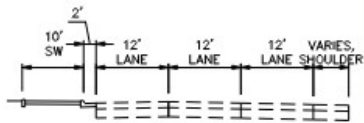
Feasibility Studies:

- Roundabouts on SR 53 at 40th and at 18th Ave
- Grade separation of Dam Road at SR 53



40th Avenue – Short Term

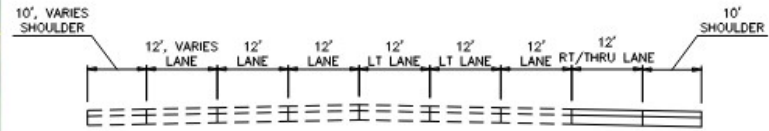
CONCEPTUAL IMPROVEMENTS, SUBJECT TO CHANGE



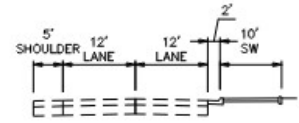
SECTION A-A
(NTS)

SHORT TERM IMPROVEMENTS

- ADD NB LEFT TURN LANE ON STATE ROUTE 53
- ADD SIDEWALKS TO N. SIDE OF LAKESHORE/40TH (WEST LEG) AND S. SIDE OF 40TH (EAST LEG)
- ADD CROSSWALKS/ADA RAMP
- RE-STRIPE STATE ROUTE 53



SECTION C-C
(NTS)



SECTION B-B
(NTS)

LAKE AREA PLANNING COUNCIL
STATE ROUTE 53 CORRIDOR LOCAL CIRCULATION STUDY,
CLEARLAKE, CA
DECEMBER 16, 2021

STATE ROUTE 53 & 40TH AVENUE
SHORT TERM
Scale: 1"=100'

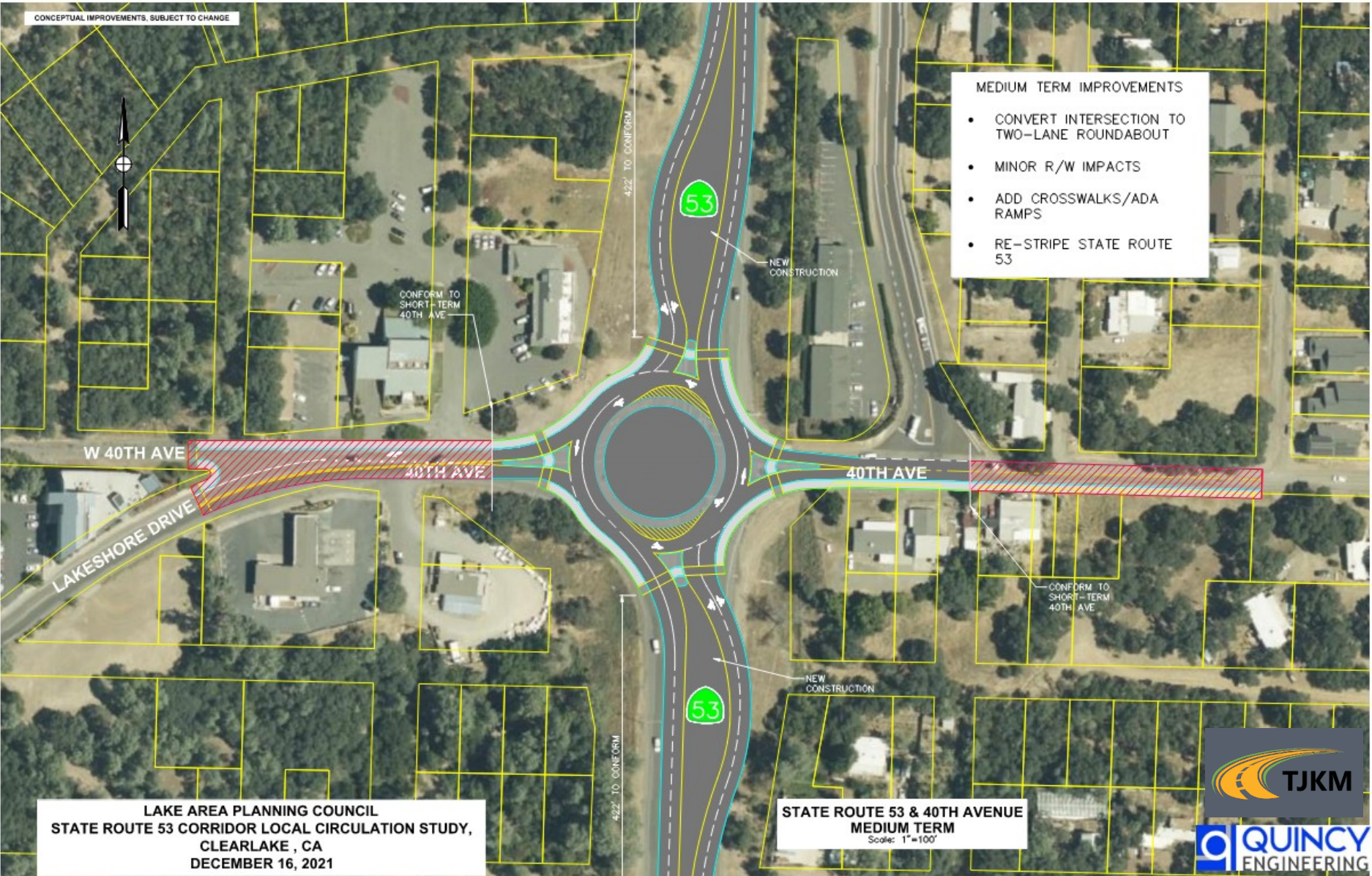




40th Avenue - Mid Term

CONCEPTUAL IMPROVEMENTS, SUBJECT TO CHANGE

- MEDIUM TERM IMPROVEMENTS**
- CONVERT INTERSECTION TO TWO-LANE ROUNDABOUT
 - MINOR R/W IMPACTS
 - ADD CROSSWALKS/ADA RAMP
 - RE-STRIPE STATE ROUTE 53



LAKE AREA PLANNING COUNCIL
STATE ROUTE 53 CORRIDOR LOCAL CIRCULATION STUDY,
CLEARLAKE, CA
DECEMBER 16, 2021

STATE ROUTE 53 & 40TH AVENUE
MEDIUM TERM
Scale: 1"=100'





NORTH

40th Avenue – Long Term

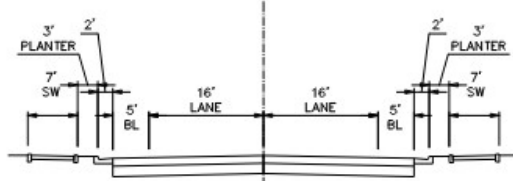
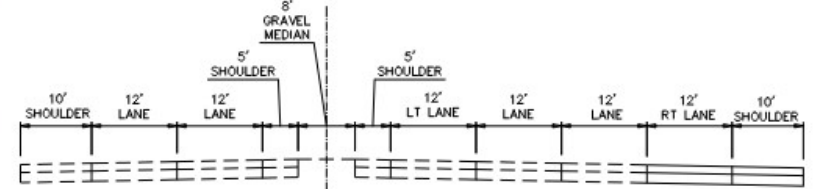




NORTH

18th Avenue – Short Term

CONCEPTUAL IMPROVEMENTS, SUBJECT TO CHANGE



- SHORT TERM IMPROVEMENTS**
- ADD NB RIGHT TURN LANE ON STATE ROUTE 53
 - INTERSECTION WIDENING (ACCEL/DECEL) SB STATE ROUTE 53
 - ADA/SIDEWALK/RAMP CONSTRUCTION

CONFORM

NEW CONSTRUCTION

RETAINING WALL

NEW CONSTRUCTION

END SIDEWALK

LAKE AREA PLANNING COUNCIL
 STATE ROUTE 53 CORRIDOR LOCAL CIRCULATION STUDY,
 CLEARLAKE, CA
 DECEMBER 16, 2021

STATE ROUTE 53 & 18TH AVENUE
 SHORT TERM
 Scale: 1"=100'

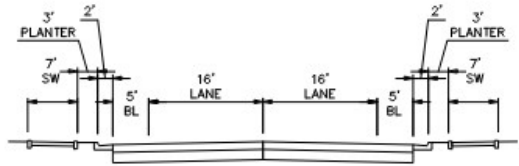




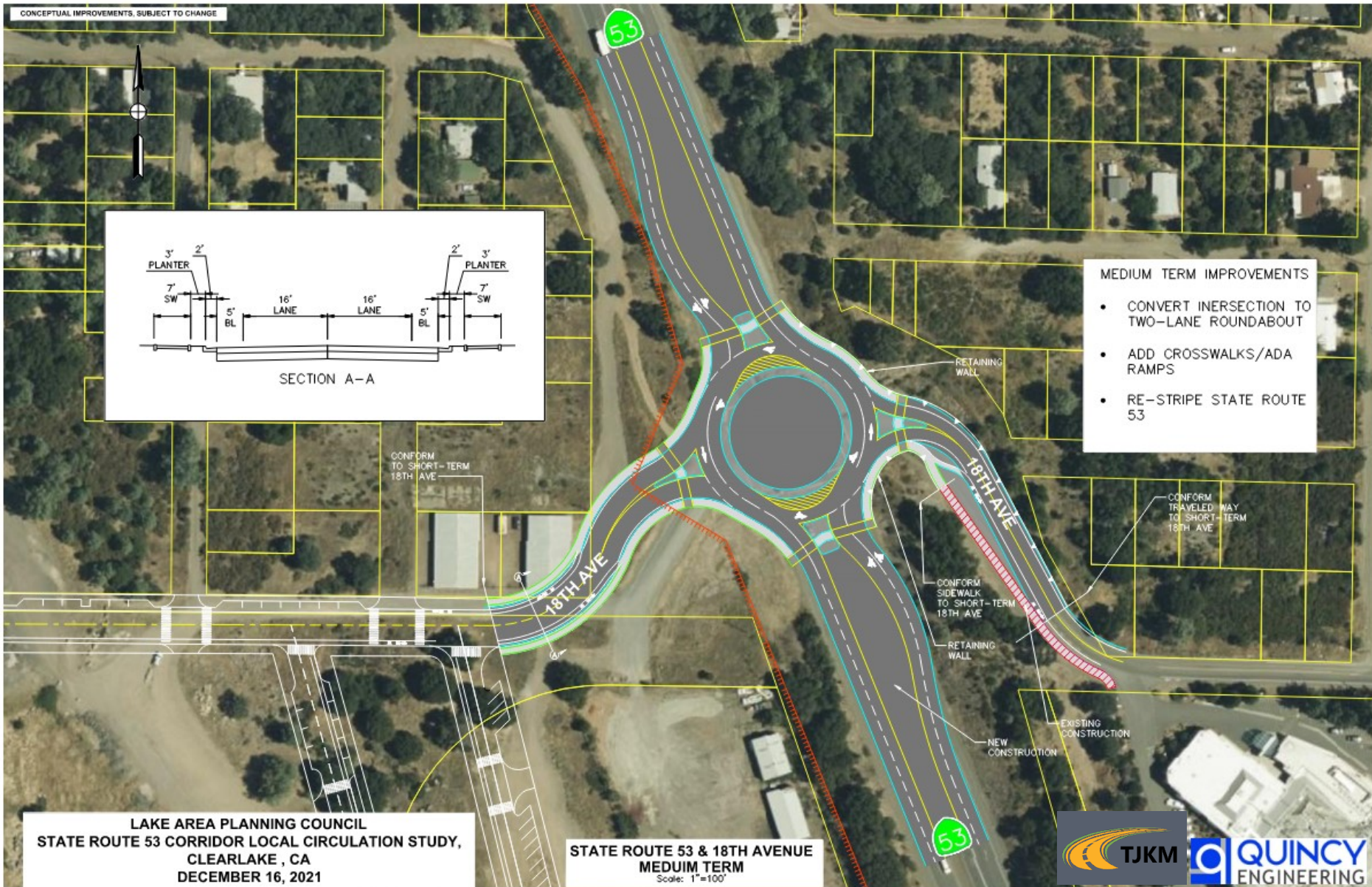
NORTH

18th Avenue – Mid Term

CONCEPTUAL IMPROVEMENTS, SUBJECT TO CHANGE



- MEDIUM TERM IMPROVEMENTS
- CONVERT INTERSECTION TO TWO-LANE ROUNDABOUT
 - ADD CROSSWALKS/ADA RAMP
 - RE-STRIPE STATE ROUTE 53



LAKE AREA PLANNING COUNCIL
 STATE ROUTE 53 CORRIDOR LOCAL CIRCULATION STUDY,
 CLEARLAKE, CA
 DECEMBER 16, 2021

STATE ROUTE 53 & 18TH AVENUE
 MEDIUM TERM
 Scale: 1"=100'





NORTH

Dam Road at SR 53 – Short Term

CONCEPTUAL IMPROVEMENTS, SUBJECT TO CHANGE



CONFORM TO EXISTING STATE ROUTE 53

NEW CONSTRUCTION

DAM ROAD

CONFORM TO EXISTING STATE ROUTE 53

NEW CONSTRUCTION

DAM ROAD EXTENSION

DAM ROAD

WALMAR

SHORT TERM IMPROVEMENTS

- INTERSECTION IMPROVEMENTS AT STATE ROUTE 53 SHOULD BE COMBINED WITH DAM ROAD EXTENSION ROUNDABOUT PROJECT
- NO CHANGES TO LANE/INTERSECTION VEHICLE LANES
- UPGRADE SIGNAL/PED HEADS
- ADA RAMPS AND CROSSWALKS AT ALL CORNERS
- EXTEND SIDEWALK TO STATE R/W AT WEST LEG

LAKE AREA PLANNING COUNCIL
 STATE ROUTE 53 CORRIDOR LOCAL CIRCULATION STUDY,
 CLEARLAKE, CA
 DECEMBER 16, 2021

STATE ROUTE 53 & DAM ROAD
 SHORT TERM
 Scale: 1"=100'





NORTH

18th Ave, Center Dr & Dam Rd at SR 53 – Alt 1



LAKE AREA PLANNING COUNCIL
 STATE ROUTE 53 CORRIDOR LOCAL CIRCULATION STUDY,
 CLEARLAKE, CA
 DECEMBER 16, 2021

STATE ROUTE 53 & 18TH STREET AND DAM ROAD
 LONG TERM - ALTERNATIVE 1
 Scale: 1"=300'





NORTH

18th Ave, Center Dr & Dam Rd at SR 53 – Alt 2

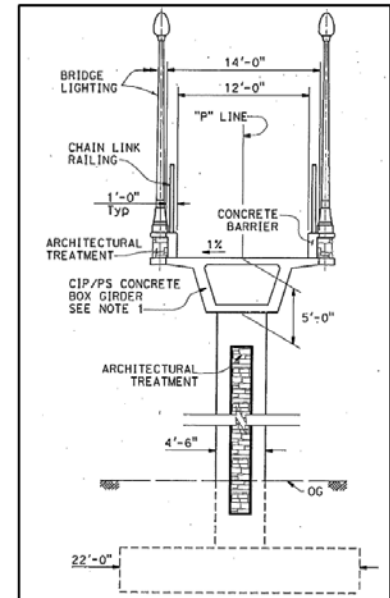


LAKE AREA PLANNING COUNCIL
 STATE ROUTE 53 CORRIDOR LOCAL CIRCULATION STUDY,
 CLEARLAKE, CA
 DECEMBER 16, 2021

STATE ROUTE 53 & 18TH STREET AND DAM ROAD
 LONG TERM - ALTERNATIVE 2
 Scale: 1" = 300'



Proposed Multi-use Path Overcrossing



Example Typical Section from
"El Dorado Hills POC"

No Scale

Date of Estimate	=	11/22/2021
Structure Depth	=	5.00 ft
Length	=	660 ft
Width	=	14 ft
Area	=	9240 sq.ft

Cost/ sq.ft. Including 10% Mobilization & 30% Contingency	=	\$ 523.65
TOTAL COST	=	\$ 4,838,515

**PROPOSED MULTI-PATH
OVERCROSSING**
Scale: 1"=40'

LAKE AREA PLANNING COUNCIL
STATE ROUTE 53 CORRIDOR LOCAL CIRCULATION STUDY,
CLEARLAKE, CA
DECEMBER 17, 2021



PRELIMINARY COST ESTIMATE

IN 2022 DOLLARS (MILLION \$)



	Short	Mid	Long Alt 1	Long Alt 2
40 th Avenue	2.2	4.3	42.0	n/a
18 th Avenue	3.9	6.0	53.2	52.5
Dam Road	0.78			

SHARED VISION



- SR 53 will be a consistent 4-lane expressway
- Intersections will be improved for walking, cycling
- In the long-term, interchanges will replace signalized intersections on SR 53 at 40th and at 18th Avenues

NEXT STEPS



- Lake APC Policy Board to consider accepting this study report
- Caltrans and City of Clearlake will continue to work together as the former airport site is redeveloped
- Public outreach on specific projects
- Feasibility studies may be considered to evaluate roundabouts on SR 53 at 40th and at 18th Avenues
- Feasibility study may be launched for long term interchanges on SR 53 at 40th and another at 18th Avenue / Central Drive



THANK YOU!





LAKE COUNTY/CITY AREA PLANNING COUNCIL

STAFF REPORT

TITLE: 2022/23 Unmet Transit Needs Finding

DATE PREPARED: May 5, 2022

MEETING DATE: May 11, 2022

SUBMITTED BY: James Sookne, Program Manager

BACKGROUND:

Lake APC has been conducting formal Unmet Transit Needs processes since 2014. The purpose is to identify priority transit needs for transit dependent or transit disadvantaged populations within Lake County. It assists the APC and LTA in determining how to best use the limited transit funding available to the region.

The process is a requirement of the Transit Development Act (TDA) prior to a region using any Local Transportation Funds (LTF) for streets and roads purposes. Although the APC does not allocate any LTF funds for streets and roads purposes, the process is still considered useful as a means of identifying potential transit needs in the region as well as analyzing opportunities for Lake Transit Authority (LTA) to meet those needs if feasible. The Unmet Transit Needs Process also meets TDA requirements calling for annual public input opportunities for transit dependent or transit disadvantaged persons within the jurisdiction represented by the Social Services Transportation Advisory Council (SSTAC).

The current Unmet Needs Process began at the November meeting of the SSTAC, where the 21/22 list of unmet needs was reviewed. The SSTAC decided to seek more input from the community, so the process was continued in January, where a list of potential unmet transit needs was developed. In March of this year, a public hearing was held by the APC at which a finding was made that the list contained needs that met the definition of Unmet Transit Needs and referred the list to the APC and LTA staff for further analysis.

LTA staff has now completed the analysis and has provided a response for each (see attached). The attachment contains all the needs that were identified along with a response and recommendation addressing them. As noted in the analysis, all available TDA dollars are already expended and responding to new potential needs is difficult. In most cases, it will mean that LTA and/or the APC must either find a new funding source, such as a federal or state grant, or weigh the importance of the unmet need against cutting an existing service.

At their meeting on March 22, the SSTAC discussed the list of potentially unmet transit needs and their responses. A recommendation was made to the APC that findings can be made that there are unmet transit needs, some of which are reasonable to meet according to the adopted definition. The APC shall now consider the recommendation and make findings, via resolution, as to whether or not any of the needs are reasonable to meet. A draft resolution has been prepared and is attached to this report.

ACTION REQUIRED: Adopt by resolution a finding that either (a) there are no unmet transit needs, (b) there are no unmet needs that are reasonable to meet, or (c) there are unmet transit needs, including needs that are reasonable to meet.

ALTERNATIVES: None identified.

RECOMMENDATION: As indicated on the attachment, staff believes that most of the needs on the list qualify as unmet needs, with at least one believed to be reasonable to meet at this time. It is recommended that the attached Resolution be approved, finding that there are identified unmet transit needs that are reasonable to meet, and listing findings specific to each need.

LAKE COUNTY/CITY AREA PLANNING COUNCIL

RESOLUTION 21-22-20

DETERMINATION OF UNMET TRANSIT NEEDS

THE AREA PLANNING COUNCIL HEREBY FINDS, DECLARES AND RESOLVES THAT:

WHEREAS, the Lake County/City Area Planning Council (APC) is the designated Regional Transportation Planning Agency for Lake County; and

WHEREAS, the Transportation Development Act (TDA) requires that before any Local Transportation Funds (LTF) are allocated for streets and roads purposes, the transportation planning agency shall conduct a process to determine if there are any unmet transit needs that are reasonable to meet; and

WHEREAS, the APC does not typically allocate LTF for streets and roads purposes, but has determined that the Unmet Transit Needs Process will still be conducted as it provides an opportunity to formalize the process of identifying potential transit needs and opportunities to meet those needs if feasible, meets the citizen participation requirements of the TDA, and is identified as a responsibility of the Social Services Transportation Advisory Council (SSTAC); and

WHEREAS, the APC has adopted definitions for the terms "unmet transit needs" and "reasonable to meet" to be used in the Unmet Transit Needs Process; and

WHEREAS, a list of potential unmet transit needs was developed by the Social Services Transportation Advisory Council; and

WHEREAS, that list of potential unmet transit needs was considered by the APC at a public hearing on March 9, 2022, at which time the APC made a finding that the list included unmet transit needs, according to the adopted definition; and

WHEREAS, that list has been analyzed by APC and LTA staff and recommendations have been made to the SSTAC; and

WHEREAS, the SSTAC has recommended to the APC that the list contains unmet transit needs, including one that has been determined to be reasonable to meet at this time; and

WHEREAS, the attached list includes the needs and findings specific to each need as recommended by the SSTAC and staff; and

NOW, THEREFORE, BE IT RESOLVED THAT:

The Lake Area Planning Council hereby makes the finding that there are unmet transit needs, including needs that are reasonable to meet. The basis for this finding has been included in an analysis attached to this Resolution.

Adoption of this Resolution was moved by Director _____, seconded by Director _____, and carried on this 11th day of May 2022, by the following roll call vote:

AYES:
NOES:
ABSENT:

WHEREUPON, THE CHAIRMAN DECLARED THE RESOLUTION ADOPTED, AND SO ORDERED.

ATTEST: Lisa Davey-Bates
Executive Director

Stacey Mattina
Chairperson



Lake Transit Authority

Lisa Davey-Bates, Executive Director

Administration
525 S. Main Street, Ste. G
Ukiah, CA 95482
(707) 263-7868

Operations
P.O. Box 698
Lower Lake, CA 95457
(707) 994-3384

March 15, 2022

Lisa Davey-Bates
Executive Director
Lake Area Planning Council
525 S. Main Street, Suite G
Ukiah, CA 95482

Lake Transit Authority Response to Potential Unmet Transit Needs & Recommended Findings for the APC FY 2022/23

Dear SSTAC Members, Technical Advisory Committee Members, and APC:

Thank you for the opportunity to respond to the list of FY 2022/23 Potential Unmet Needs. Lake Transit Authority (LTA) takes these very seriously. It is unfortunate that all available TDA dollars are already expended making our response to new potential needs difficult. In most cases, responding to an unmet need will mean that LTA and/ or the APC must either find a new funding source, such as a federal or state grant, or weigh the importance of the unmet against cutting an existing service.

1. Eastbound service to Spring Valley. Currently, there is no service east of SR 53.

Response: Transit service for residents of Spring Valley is an unmet need. The Live Oak Transportation Project, an FTA Section 5317 funded program that was sponsored by the Area Agency on Aging and operated by Live Oak Senior Center, attempted to serve Spring Valley residents while that project was active for several years beginning in 2009; however, there was very little demand for service. The Spring Valley community is composed of about 360 rural residential households scattered along an approximate six mile stretch of New Long Valley Road. The population is approximately 845 and the population density is 169 people per square mile. The intersection of New Long Valley Road and State Route 20 is about 11 miles from Clearlake Oaks and 18 miles from Clearlake. The distance to Spring Valley, combined with its low density, and the lack of demand for service, make it very unlikely that another transportation service attempt would be successful. LTA recommends that a service directed to serving residents along the length of New Long Valley Road is not reasonable to meet based on past performance, low population density, and low demand.

Recommended Finding: At this time, service to Spring Valley is an unmet need that is unreasonable to meet; however, it should be studied during the current update to the Transit Development Plan for Lake County.

2. Eastbound service, allowing people to connect with service to the Sacramento area. Currently, the closest connection is at the Cache Creek Casino.

Response: Intercity bus service connecting to Sacramento is an unmet need that may be reasonable to meet. Lake Transit Authority was included in a coordinated joint Transit and Intercity Rail Capital Program (TIRCP) grant application submitted by the Shasta Regional Transportation Agency (SRTA) that would provide capital funding for a zero-emission bus project for Phase II of the North State Express. Unfortunately, SRTA's TIRCP application that included this service was not successful. LTA is currently working with SRTA and other rural northern California transit agencies on interagency connectivity, which would include a connection from Lake County to I-5. At this time, these plans are purely conceptual and due to a lack of funding, it is unknown if and when implementation will occur. Therefore, this unmet need is not reasonable to meet.

Recommended Finding: The unmet need for service connecting to the Sacramento region is unreasonable to meet at this time due to a lack of funding.

3. Non-Emergency Medical Transportation in outlying areas. This would serve areas beyond one mile from fixed routes, and vehicles need to include wheelchair lifts.

Response: Over the past four years, the APC found that this is an unmet need that is not reasonable to meet at this time due to limited demand. Nevertheless, LTA and Lake Links, as the former and current CTSA respectively, have taken steps that may improve services to outlying areas. LTA, as the CTSA, was successful in obtaining FTA 5310 grant funding to provide for a full-time mobility coordinator and assistant to develop the LTA/Lake Links mobility management program. Program activities include support for clinic operated wheelchair lift equipped vehicles, further development of the volunteer driver program, and development of NEMT wheelchair lift equipped services. These efforts are meeting more of the need, but still fall short of a dedicated program to provide wheelchair lift equipped service that will meet widely dispersed trips in outlying areas. LTA just applied for a 5310 grant to modify and expand the existing NEMT service. The new model would incorporate a pool of volunteer drivers that would use their own vehicles as well as some LTA vehicles for those riders that are non-ambulatory. This will be in addition to the existing service provided by LTA. Lake Links has also been exploring a potential relationship with Partnership Health and their NEMT broker, MTM, to provide Med-Cal funded, wheelchair equipped NEMT service. LTA and Lake Links continue to work with the health and social services community to define the need and potential funding agreements for service.

Recommended Finding: There are unmet transit needs for wheelchair lift equipped NEMT services in outlying areas beyond one mile from fixed routes. The demand is very limited and widely dispersed, which when combined with a lack of funding, makes it unreasonable to meet at this time. However, should LTA be successful with their latest 5310 grant application, funding should be available to at least partially meet this need.

4. Non-Emergency Medical Transportation to out of county locations. This is needed for both adults and children. There is a particular need for transport to Santa Rosa and San Francisco.

Response: LTA was awarded an FTA 5310 grant in 2017 to provide Out-of-County NEMT services and senior center transportation programs for three years. The grant application helped to address NEMT needs for trips to Ukiah and Santa Rosa. There is potential to modify the program to include trips to San Francisco, or to work together with Bay Area transportation providers to transfer passengers to SF at Santa Rosa. In partnership with Lake Links, Medi-Links was created in 2019 to provide NEMT services to out-of-county locations. To date, the program currently takes clients to Calistoga, Santa Rosa, and Ukiah; however, as the program expands, additional destinations will be included. LTA just applied for a 5310 grant to modify and expand the existing NEMT service. The new model would incorporate a pool of

volunteer drivers that would use their own vehicles as well as some LTA vehicles for those riders that are non-ambulatory. This will be in addition to the existing service provided by LTA and will allow Medi-Links to continue to grow into the future.

Recommended Finding: NEMT service to out-of-county locations is reasonable to meet and was implemented in 2019. The service currently provides trips to Calistoga, Santa Rosa, and Ukiah. As the program expands, trips will be available to additional destinations.

5. Fixed route service on Sundays. Another frequently noted need subject to funding availability.

Response: There is a need for service on Sundays throughout Lake County, but the level of demand for service is not well documented. Based on transit industry statistical evidence, transit service attracts fewer riders on Saturday than weekdays, and even fewer on Sunday than on Saturday. LTA Saturday ridership supports the industry evidence as there are 35 to 40 percent fewer Lake Transit riders on Saturdays than on weekdays. Sundays would likely generate even fewer riders. Meanwhile, there would be added expense to staff dispatch, supervision, and maintenance duties as well as for the actual vehicle operations. Implementing Sunday service could only be done at this time by reducing service on other days of the week. Because of added support staff expenditures, the reductions would likely eliminate more hours of existing service than the number of Sunday hours added.

Recommended Finding: There is an unmet need for transit service on Sundays. The need is not reasonable to meet at this time due to the likelihood that a service revision required to accommodate Sunday service would have negative impacts on services on other days that would outweigh the benefits achieved on Sundays. This unmet need and potential alternative service plans should be studied the current update to the Transit Development Plan for Lake County.

6. Expanded transit service and Mobility Training to accommodate job placement for developmentally disabled. New enhanced requirements for competitive integrated job placement have been implemented, necessitating transportation to and from jobs, potentially outside of normal transit operating hours.

Response: To the extent that the need is within Lake Transit operating hours, this need will be accommodated by Lake Transit routes or paratransit services provided that the origin and destination are within one mile of fixed routes. If the need is outside of normal operating hours, Lake Transit is not required to provide service under the ADA. It is unknown at this time if there is an unmet need. If there is an unmet need, the Redwood Coast Regional Center is responsible to fund transportation needs of developmentally disabled persons. Existing service providers, including LTA are available to extend service programs if funding is available.

Recommended Finding: Expanded transit service and mobility training to accommodate job placement for developmentally disabled persons in Lake County is not an unmet need at this time.

7. NEMT after normal business hours. Instances in which a need for non-emergency transport arises outside of normal service hours.

Response: During LTA business hours, many NEMT needs are met by LTA transit and paratransit services. When LTA is closed, the only resources are typically taxi and emergency medical transportation provided by fire districts. Utilizing EMT services for NEMT needs is costly and problematic. One idea to address this situation is to extend LTA paratransit hours, or provide an alternative NEMT service through Lake Links, and work with the fire districts to dispatch the most appropriate and cost-effective service. The extent of the need for afterhours NEMT is not well documented, and the feasibility of providing afterhours NEMT is therefore unknown.

Recommended Finding: NEMT after Lake Transit operating hours is an unmet need. At this time, it is unknown if it is reasonable to meet. This requires additional study by LTA, Lake Links, and/or the APC.

8. Individualized, flexible transportation to meet the transportation needs of seniors, persons with disabilities, or low-income persons who are unable to utilize the existing public transportation system.

Response: Although most of the focus as of late has been on non-emergency medical transport (NEMT) services, there is also a need for other “on-demand” types of services for non-medical trips. A previous survey for the Pay-Your-Pal (PYP) program revealed that 90% of the respondents were in favor of this type of service. Without additional funding dedicated to this “on-demand” service, implementation of this service at this time could only be done by reducing existing fixed-route service. It would be beneficial to study this further in the current update to the Transit Development Plan to determine the extent of the demand. If the demand is high enough, LTA and/or Lake Links could then pursue additional funding to implement the service.

Recommended Finding: At this time, implementation of an “on-demand” type service to meet the transportation needs of seniors, persons with disabilities, or low-income persons who are unable to utilize the existing public transportation system is an unmet need that is unreasonable to meet; however, it should be studied in the current update to the Transit Development Plan for Lake County.

9. Earlier service to Ukiah for medical appointments, criminal justice appointments, and courses at Mendocino College. The existing fixed route service to Ukiah doesn’t allow riders to attend early morning medical or criminal just ice appointments or early classes at Mendocino College.

Response: Over the years, LTA has received the occasional comment that there should be earlier service to Ukiah so riders could get to their early appointments; however, the exact demand for this service isn’t known. Getting people to Ukiah in time to make their appointments between 8:00 AM and 9:00 AM can be addressed in a couple of ways. An additional run could be added to the schedule, or the existing schedule could be adjusted. Both options could have ramifications on the overall system for the following reasons: (1) adding an earlier run to the current schedule would mean additional resources or potentially reducing service somewhere else and (2) changing the existing schedule of Route 7 would also change Route 4 since they’re interlined. If riders need to get to Ukiah for medical appointments before 8:00 AM, the most practical solution may be to work with Lake Links for their transportation needs.

Recommended Finding: At this time, earlier service to Ukiah for medical appointments, criminal just appointments, and courses at Mendocino College is is an unmet need that is unreasonable to meet, and the issue should be studied during the current update to the Transit Development Plan for Lake County.

Again, thank you for the opportunity to respond to unmet needs testimony. The partnership between LTA and the Area Planning Council to identify unmet needs, and plan appropriate responses has continued to provide many useful and important transportation improvements.

Sincerely,



James Sookne
Program Manager

**Adopted Definitions for the
Unmet Transit Needs Process
Approved by the APC 12/10/14**

Unmet Transit Need: Whenever a need by a significant number of people to be transported by moderate or low cost transportation to specific destinations for necessary purposes is not being satisfied through existing public or private resources.

Reasonable to Meet: It is reasonable to meet a transit need if all of the following conditions prevail:

- Funds are available, or there is a reasonable expectation that funds will become available. This criterion alone will not be used to determine reasonableness.
- Benefits of services, in terms of number of passengers served and severity of need, justify costs
- With the added service, the transit system as a whole will be capable of meeting the Transportation Development Act fare revenue/operating cost requirements
- Transit services designed or intended to address an unmet transit need shall not duplicate transit services currently provided either publicly or privately
- The claimant that is expected to provide the service shall review, evaluate and indicate that the service is operationally feasible, and vehicles shall be currently available in the marketplace



LAKE COUNTY/CITY AREA PLANNING COUNCIL

STAFF REPORT

TITLE: Draft 2022/23 Lake APC Budget

DATE PREPARED: May 4, 2022

MEETING DATE: May 11, 2022

SUBMITTED BY: Alexis Pedrotti, Project Manager

BACKGROUND:

Attached to this staff report you will find the draft 2022/2023 Lake APC Budget. This draft provides you the opportunity to see the anticipated revenues and expenditures for the upcoming Fiscal Year. This budget does not include all estimated carryover funding amounts. Final amounts will not be available until early July, at which time the budget will be amended to reflect the actual carryover.

APC Administration Staff presented options at the last APC Executive Committee Meeting in March surrounding the upcoming FY 2022/23 budget development and LTF Reserve Fund opportunities. The FY 2021/22 LTF estimate, generated through the established formula, suggested a two-year (2019/20-20/21) combined increase of 18.73% that brought the total LTF Estimate to \$1,834,040. As some may recall, because of the unusual and unpredictable circumstances relating to COVID, there were no increases to the LTF estimate in FY 2019/20, which resulted in the larger increase in FY 2021/22.

Moving forward into FY 2022/23, based on the same formula, the LTF formula suggested a 6.83% increase. This proposed increase would increase the LTF projected revenues by \$12,526 bringing the total LTF estimate to \$1,846,566. After careful consideration of the ongoing financial instability of our funding sources, staff proposed a reduction to this year's LTF Fund Estimate to \$1,700.00. An adjustment can be considered mid-year if revenues continue to come in at a higher-than-expected rate.

Additionally, the Administration Contractor, Davey-Bates Consulting (DBC), has been providing Fiscal and Administration Services to the APC, LTA and SAFE since October 1, 2014. The current one-year contract extension is set to expire September 30, 2022. After the Executive Committee met on March 2, 2022, a recommendation was made to the full Lake APC Board. The APC took formal action to approve the fourth one-year extension at their Board meeting on March 9, 2022, to continue professional services with DBC through September 30, 2023. The contract extension includes an increase to accommodate the CPI increase of 4.2% plus an 11.5% increase to insurance benefits per the contract extension with DBC.

As noted, this is the Draft Budget that is available for discussion, but no action is needed. The Final Budget will be brought back in June for adoption. I would be happy to answer any questions regarding the draft budget at the Board Meeting on May 11, 2022.

ACTION REQUIRED: None, this is informational only.

ALTERNATIVES: None.

RECOMMENDATION: Informational only, no action is required.



LAKE COUNTY/CITY AREA PLANNING COUNCIL
FY 2022/23
DRAFT - BUDGET SUMMARY

REVENUES	Budget				Actual				Year-to-Date Total	COMMENTS:	
	(Proposed)	Adopted: 6/1/22			Actual	1st Qtr.	2nd Qtr.	3rd Qtr.			4th Qtr.
LOCAL:											
<u>Local Transportation Funds (LTF)</u>											
Local Transportation Funds (LTF) Estimated-2022/23	\$	1,700,000	\$	-	\$	-	\$	-	\$	1,700,000	2022/23 LTF Estimate - Slight Decrease based on Executive Committee Meeting
LTF Prior-Year Unallocated LTF Revenue		TBD	\$	-	\$	-	\$	-	\$	-	
LTF Carry-Over from 2021/22 Work Program	\$	7,752	\$	-	\$	-	\$	-	\$	7,752	Reflects 2021/22 actual carryover known at this point, additional CO will be reflected in the 1st Amend.
LTF - OWP Planning Reserve Fund		TBD	\$	-	\$	-	\$	-	\$	-	
LTF Carry-Over from 2021/22 LTA Allocation	\$	-	\$	-	\$	-	\$	-	\$	-	No carryover is expected from 2021/22.
LTF Carry-over -2% Bike & Ped - 2021/22 Allocation	\$	219,451	\$	-	\$	-	\$	-	\$	219,451	Lakeport Balance = \$143,857+ County Balance = \$51,181 + 21/22 Allocation
LTF Carry-over - Administration - 2021/22 Allocation		TBD	\$	-	\$	-	\$	-	\$	-	
LTF Carry-over -5% CTSA- 2021/22 Allocation		TBD	\$	-	\$	-	\$	-	\$	-	
LTF Carry-Over - Unrestricted Account 2021/22		TBD	\$	-	\$	-	\$	-	\$	-	Unrestricted balance will be updated in the Final Budget.
LTF - Reserve Fund	\$	469,780	\$	-	\$	-	\$	-	\$	469,780	
Total Local Transportation Funds:	\$	2,396,983	\$	-	\$	-	\$	-	\$	2,396,983	
Total Local Revenues:	\$	2,396,983	\$	-	\$	-	\$	-	\$	2,396,983	
STATE:											
<u>Planning Programming & Monitoring (PPM) Funds</u>											
Planning Programming & Monitoring (PPM) Funds-2022/23	\$	47,000	\$	-	\$	-	\$	-	\$	47,000	
PPM Carry-Over Funds from 2021/22 Work Program		TBD	\$	-	\$	-	\$	-	\$	-	2021/22 actual carryover amounts will be reflected in the 1st Amendment
Total PPM Funds:	\$	47,000	\$	-	\$	-	\$	-	\$	47,000	
<u>Rural Planning Assistance Funds (RPA)</u>											
Rural Planning Assistance (RPA) Funds programmed in 2022/23	\$	294,000	\$	-	\$	-	\$	-	\$	294,000	2022/23 Allocation for Planning
RPA Carryover Funds from 2021/22 OWP		TBD	\$	-	\$	-	\$	-	\$	-	2021/22 estimated carryover amount. Actuals will be reflected in the 1st Amendment
Total RPA Funds:	\$	294,000	\$	-	\$	-	\$	-	\$	294,000	
<u>State Transit Assistance (STA) Funds</u>											
STA Allocation to Lake Transit Authority 2022/23	\$	627,325	\$	-	\$	-	\$	-	\$	627,325	2022/23 STA Alloc. - Allocation based on preliminary estimate. 1/2022
STA Carry-Over to Lake Transit Authority 2021/22		TBD	\$	-	\$	-	\$	-	\$	-	2021/22 actual carryover amounts will be reflected in the 1st Amendment
Total STA Funds:	\$	627,325	\$	-	\$	-	\$	-	\$	627,325	
<u>State of Good Repair (SGR) Program Funds</u>											
State of Good Repair Program Allocation 2022/23	\$	103,325	\$	-	\$	-	\$	-	\$	103,325	2022/23 SGR Alloc. - Allocation based on estimate - Jan 2022
State of Good Repair Program Carryover 2021/22		TBD	\$	-	\$	-	\$	-	\$	-	2021/22 actual carryover amounts will be reflected in the 1st Amendment
Total SGR Funds:	\$	103,325	\$	-	\$	-	\$	-	\$	103,325	
Total State Revenues:	\$	1,071,650	\$	-	\$	-	\$	-	\$	1,071,650	
FEDERAL:											
<u>Regional Surface Transportation Program (RSTP)</u>											
RSTP Local Agency Distribution (2022/23):	\$	700,917	\$	-	\$	-	\$	-	\$	700,917	Passes through to cities/County
RSTP Carryover (2021/22):	\$	-	\$	-	\$	-	\$	-	\$	-	Apportionment for FY 2021/22. Allocation will be received in 2022/23
Total RSTP Funds for Distribution:	\$	700,917	\$	-	\$	-	\$	-	\$	700,917	2020/21 estimated carryover amounts will be reflected in the Final
5311 Federal Funds - FFY 2021	\$	406,458	\$	-	\$	-	\$	-	\$	406,458	FFY 2021-Regional Apportionment to LTA
5311 CARES Phase II Carryover - FY 2021/22	\$	277,496	\$	-	\$	-	\$	-	\$	277,496	(Phase 2) -Coronavirus Aid Relief and Economic Security Funding - Approved March 2020 - Pass through funding for LTA
5311 (F) CARES Phase I Carryover - FY 2021/22	\$	90,767	\$	-	\$	-	\$	-	\$	90,767	
5311 (F) CARES Phase II Carryover - FY 2021/22	\$	495,482	\$	-	\$	-	\$	-	\$	495,482	
5311 CRRSAA Carryover - FY 2021/22	\$	1,074,575	\$	-	\$	-	\$	-	\$	1,074,575	Coronavirus Response and Relief Supplemental Appropriations Act - Pass through funding to LTA
Total Federal Revenues:	\$	3,045,695	\$	-	\$	-	\$	-	\$	3,045,695	

GRAND TOTAL REVENUES \$ 6,514,328 \$ - \$ - \$ - \$ 6,514,328

ALLOCATIONS **COMMENTS:**

	Budget					Actual				Year-to-Date Total		
	Adopted:	Adjustment	Adjustment	Adjustment	Estimated	Actual	1st Qtr.	2nd Qtr.	3rd Qtr.			4th Qtr.
LOCAL:												
Local Transportation Funds (LTF)												
Administration Breakdown:												
DBC Contract Extension (July 1, 2022 to June 30, 2023)	\$ 566,267	\$ -	\$ -	\$ -	\$ 566,267							APC & LTA Admin Contract Extension Approved 3/9/22.
Board Member Reimbursement for Meetings	\$ 4,000	\$ -	\$ -	\$ -	\$ 4,000							\$50 per diem reimbursement to board members for meeting attendance.
Training/Travel Expenses (uncontracted)	\$ 5,000	\$ -	\$ -	\$ -	\$ 5,000							Covers expenses for training/travel not included in contract or work program.
Lake County Auditor/Controller	\$ 6,000	\$ -	\$ -	\$ -	\$ 6,000							Accounting services by the County of Lake Auditor's Office
Fiscal Audit	\$ 11,000	\$ -	\$ -	\$ -	\$ 11,000							Annual requirement of TDA to audit LTF funds
Performance Audit	\$ -	\$ -	\$ -	\$ -	\$ -							No Triennial Performance Audit scheduled this year.
Membership Dues - CalCOG, NARC, NSSR	\$ 8,000	\$ -	\$ -	\$ -	\$ 8,000							Facilitates communication between COGs, local officials, state/federal agencies & public
Contingency	\$ 6,000	\$ -	\$ -	\$ -	\$ 6,000							Unexpected costs beyond typical annual LTF expenses
Total 2022/23 Administration Allocations	\$ 606,267	\$ -	\$ -	\$ -	\$ 606,267							
LTF Carry-Over - Administration - 2021/22 Allocation	TBD	\$ -	\$ -	\$ -	\$ -							
Bicycle and Pedestrian Reserve Fund	\$ 21,875	\$ -	\$ -	\$ -	\$ 21,875							2% LTF Allocation for Bike and Pedestrian Purposes
LTF Carry-over -2% Bike & Ped - 2021/22 Allocation	\$ 219,451	\$ -	\$ -	\$ -	\$ 219,451							Lakeport Balance = \$143,857+ County Balance = \$51,181
LTF 2022/23 Work Program Allocation	\$ 82,632	\$ -	\$ -	\$ -	\$ 82,632							New OWP Planning Amount for FY 2022/23.
LTF Carry-Over from 2021/22 Work Program	\$ 7,752	\$ -	\$ -	\$ -	\$ 7,752							Reflects 2021/22 actual carryover known at this point, additional CO will be reflected in the 1st Amend.
LTF (Article 4.5) 5% Allocation to CTSA - 2022/23	\$ 54,687	\$ -	\$ -	\$ -	\$ 54,687							These funds will be allocated to Lake Links, CTSA for Lake County.
LTF Carry-over -5% CTSA- 2021/22 Allocation	TBD	\$ -	\$ -	\$ -	\$ -							
LTF Allocation to Lake Transit Authority 2022/23	\$ 849,540	\$ -	\$ -	\$ -	\$ 849,540							FY 2022/23 Transit Allocation
LTF Carry-Over from 2021/22 LTA Allocation	\$ -	\$ -	\$ -	\$ -	\$ -							No expected carryover from FY 2021/22.
LTF Reserve Accounts												
LTF 5% Reserve Allocation - 2022/23	\$ 85,000	\$ -	\$ -	\$ -	\$ 85,000							LTF Policy approved in June 2019 - Allocated 5% to LTF Reserve Fund.
LTF Carry-Over - Unrestricted Account 2021/22	TBD	\$ -	\$ -	\$ -	\$ -							Unrestricted balance will be updated in the Final Budget.
LTF - RESERVE FUND	\$ 469,780	\$ -	\$ -	\$ -	\$ 469,780							Reserve Account established based previous discussion and approval at 4/14/21 APC Board Meeting.
Total LTF Allocations:	\$ 2,396,983	\$ -	\$ -	\$ -	\$ 2,396,983							
Total Local Allocations:	\$ 2,396,983	\$ -	\$ -	\$ -	\$ 2,396,983							
STATE:												
Planning Programming & Monitoring (PPM) Funds												
Planning Programming & Monitoring (PPM) Funds	\$ 47,000	\$ -	\$ -	\$ -	\$ 47,000							2022/23 PPM Allocation Amount
PPM Carry-Over from 2021/22 Work Program	TBD	\$ -	\$ -	\$ -	\$ -							Reflects 2021/22 actual carryover known at this point, additional CO will be reflected in the 1st Amend.
Total PPM Allocations:	\$ 47,000	\$ -	\$ -	\$ -	\$ 47,000							
Rural Planning Assistance Funds (RPA)												
Rural Planning Assistance (RPA) Funds programmed in 2022/23	\$ 294,000	\$ -	\$ -	\$ -	\$ 294,000							
RPA Carryover Funds from 2021/22 OWP	TBD	\$ -	\$ -	\$ -	\$ -							2021/22 Estimated Carryover Amount - Actuals will be reflected in the 1st Amendment.
Total RPA Funds:	\$ 294,000	\$ -	\$ -	\$ -	\$ 294,000							
State Transit Assistance (STA) Funds												
STA Allocation to Lake Transit Authority 2022/23	\$ 627,325	\$ -	\$ -	\$ -	\$ 627,325							2022/23 STA Alloc. - Allocation based on preliminary estimate. 1/2022
STA Carry-Over to Lake Transit Authority	TBD	\$ -	\$ -	\$ -	\$ -							2021/22 actual carryover amounts will be reflected in the 1st Amendment
Total STA Funds:	\$ 627,325	\$ -	\$ -	\$ -	\$ 627,325							
State of Good Repair (SGR) Program Funds												
State of Good Repair Program Allocation 2022/23	\$ 103,325	\$ -	\$ -	\$ -	\$ 103,325							2022/23 SGR Alloc. - Allocation based on estimate - Jan 2022.
State of Good Repair Program Carryover	TBD	\$ -	\$ -	\$ -	\$ -							2021/22 actual carryover amounts will be reflected in the 1st Amendment
Total SGR Funds:	\$ 103,325	\$ -	\$ -	\$ -	\$ 103,325							
Total State Allocations:	\$ 1,071,650	\$ -	\$ -	\$ -	\$ 1,071,650							
FEDERAL:												
Regional Surface Transportation Program (RSTP)												
RSTP Local Agency Distribution (2022/23):	\$ 700,917	\$ -	\$ -	\$ -	\$ 700,917							Passes through to cities/County
Lakeport (8%)	\$ 75,663	\$ -	\$ -	\$ -	\$ 75,663							Apportionment for FY 2020/21. Allocation will be received in 2022/23

Clearlake (22%)	\$	208,074	\$	-	\$	-	\$	-	\$	208,074									
Lake County (70%)	\$	417,180	\$	-	\$	-	\$	-	\$	417,180									
RSTP Carryover (2021/22):		TBD	\$	-	\$	-	\$	-	\$	-									
Total RSTP Funds for Distribution:	\$	700,917	\$	-	\$	-	\$	-	\$	700,917									
5311 Federal Funds - FFY 2021	\$	406,458	\$	-	\$	-	\$	-	\$	406,458									
5311 CARES Phase II Carryover - FY 2021/22	\$	277,496	\$	-	\$	-	\$	-	\$	277,496									
5311 (F) CARES Phase I Carryover - FY 2021/22	\$	90,767	\$	-	\$	-	\$	-	\$	90,767									
5311 (F) CARES Phase II Carryover - FY 2021/22	\$	495,482	\$	-	\$	-	\$	-	\$	495,482									
5311 CRRSAA Carryover - FY 2021/22	\$	1,074,575	\$	-	\$	-	\$	-	\$	1,074,575									
Total Federal Allocations:	\$	3,045,695	\$	-	\$	-	\$	-	\$	3,045,695									
GRAND TOTAL ALLOCATIONS	\$	6,514,328	\$	-	\$	-	\$	-	\$	6,514,328									

County's separate RSTP 182.6(d2) apportionment-\$244,873 included in formula
2021/22 actual carryover amounts will be reflected in the 1st Amendment

FFY 2021-Regional Apportionment to LTA
(Phase 2) -Coronavirus Aid Relief and Economic Security Funding - Approved March 2020 - Pass through funding for LTA

Coronavirus Response and Relief Supplemental Appropriations Act - Pass through funding to LTA
Updated: 5/4/22 AJP



LAKE COUNTY/CITY AREA PLANNING COUNCIL

STAFF REPORT

TITLE: Draft 2022/23 Overall Work Program (OWP)

DATE PREPARED: May 4, 2022

MEETING DATE: May 11, 2022

SUBMITTED BY: Alexis Pedrotti, Project Manager

BACKGROUND:

Every December Lake APC staff solicits local agencies, and others for potential planning projects to be included in the upcoming Overall Work Program (OWP). Last year the Lake Area Planning Council's (APC) Overall Work Program included \$526,000 in new transportation-planning projects. Rural Planning Assistance (RPA) funds, Planning Programming & Monitoring (PPM) funds, Local Transportation Funds (LTF) State and Federal Grant funds are the combined sources of funding. The range of funding is consistent and typically averages about \$400,000 annually. This figure fluctuates slightly depending on the State Transportation Improvement Program's (STIP) fund estimate from which PPM are derived, the need for Local Transportation Funds for administration, transit and 2% of the bike and pedestrian allocation, and the allocation of RPA by the State.

Planning, Programming and Monitoring (PPM) Funds are slightly down from last year's allocation of \$56,000 to a mere \$47,000 in Fiscal Year 2022/22. The RPA allocation is steady at \$294,000 for FY 2022/23. Those funding sources (PPM & RPA) are not adjustable, therefore approximately \$82,632 of LTF funding will be needed to fund planning projects proposed in the upcoming OWP.

On February 17, 2022, the Technical Advisory Committee (TAC) met and reviewed the draft OWP proposed projects that were included and submitted to Caltrans for Fiscal Year 2022/23. Caltrans District 1 Planning Staff and several departments from Caltrans Headquarters received the Draft OWP in March, and District 1 staff submitted their comments back to the Lake APC on April 7, 2022. Caltrans had some minor comments that will be incorporated into the final document.

It is typical to see funding requests total more than the estimated funds available amount. This year, an additional \$32,632 of Local Transportation Funds (LTF) will be needed to cover the planning projects included in the draft FY 2022/23 Overall Work Program.

APC action is not needed on the draft document which I have attached for your review. Lake APC will be required to take action on the Final Work Program which will be adopted in June. The final OWP will be presented to the TAC in May for one final review prior to being presented to the Lake APC Board for discussion and proposed approval.

ACTION REQUIRED: None, this is informational only.

ALTERNATIVES: None.

RECOMMENDATION: Informational only, no action is required.



LAKE COUNTY/CITY AREA PLANNING COUNCIL STAFF REPORT

TITLE: Pavement Management Program Update and
GIS Linkage Update

DATE PREPARED: 05/04/2022
MEETING DATE: 05/11/2022

SUBMITTED BY: Danielle Casey, Project Coordinator

UPDATE:

The Pavement Management Program (PMP) Update is underway by consultant Nichols Consulting Engineers (NCE). The project kick-off meeting took place on March 24, 2022 and was attended by staff from Lake APC, the County of Lake, the City of Clearlake, the City of Lakeport, and NCE.

NCE has received shapefiles and documents from the agencies that have them available and the files have been updated by NCE Staff. NCE is now preparing to start field data collection. Semi-automated surveys on arterials and collectors will start the week of May 9, 2022 and walking surveys on residential areas will start the week of May 16, 2022. All field work is expected to be completed by the end of June.

Final reports will be prepared for the county, and each city. Draft reports are expected for review by the agencies in August 2022.

ACTION REQUIRED: For information and discussion purposes only.

ALTERNATIVES: None

RECOMMENDATION: None



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

SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL (SSTAC) MEETING Draft Meeting Minutes

Tuesday, January 18, 2022
2:30 p.m.

Zoom video/audio conference

Present: Paul Branson – Chair, Dena Eddings-Green, Clarissa Kincy, Holly Goetz, Pastor Shannon Kimble-Auth

Absent: Karen Dakari

Non-SSTAC Attendees: Melinda Lahr

Staff Present: Lisa Davey-Bates, James Sookne

1. Call to Order and Introductions

The meeting was called to order at 2:29 p.m. Introductions were made.

2. Public Input

None.

3. Approval of Draft November 8, 2021 SSTAC Meeting Minutes

Dena motioned, Clarissa seconded, to approve the November 8, 2021, minutes as presented. Approved unanimously.

4. FY 2022/23 Unmet Transit Needs Process

James presented the list of 21/22 unmet needs and the adopted definition. The group did a quick review of the existing list to bring Melinda up to speed. James stated that many of the needs identified on last year's list will be studied further in the upcoming TDP update to determine the extent of the demand as well as possible solutions.

There were no additions to the list at the time. The group agreed that the existing list is comprehensive in terms of the current needs of the residents of Lake County. A motion was made by Clarissa to continue the existing list of unmet needs from FY 21/22 to FY 22/23 and present it to the Lake APC Board at the public hearing. The motion was seconded by Dena and passed unanimously.

5. SSTAC Membership Roster Update

James stated that there are a couple of SSTAC roster spots that expired in October of 2021 and the members need to either be re-appointed or replaced. He asked the SSTAC members to keep their eyes and ears open to help fill the two vacant spots, the potential transit user who is disabled and the potential transit user who is 60 years of age or older. The spots that are up for re-appointment are for a transportation provider and social service provider for the disabled, held by Holly and Pastor Shannon respectively. Both members are willing to continue serving in their current roles. Clarissa nominated Holly Goetz and Pastor Shannon Kimball-Auth to continue serving in their current roles.

Melinda Lahr is willing to replace the role previously held by Michelle Dibble and Clarissa nominated her for that position. Dena motioned to accept all the nominations. Clarissa seconded the motion and it passed unanimously. James said he'll take the nominations and motion to the Lake APC Board for formal approval at the next meeting.

6. Update on Lake Links

a. Mobility Manager Report

Clarissa stated that Lake Links is working with LTA to re-structure the existing NEMT program. Lake Links will apply for the grant funding for the mobility manager and Pay Your Pal (PYP) programs. The PYP funds that Lake Links will be applying for will be for non-medical trips. LTA will be applying for funding for all non-emergency medical trips (NEMT), whether they're in or out of the county. This will help make the NEMT program more efficient. Paul stated that the Lake Links Board of Directors will be hold a strategic planning session at their next Board meeting and invited members of the SSTAC to provide input to him or Clarissa.

7. Update on Lake Transit Projects and Grants

James stated that LTA is currently working on the 5310 grant to continue the NEMT program. This program will be funded by LTA but administered by Lake Links. The environmental work is continuing on the TIRCP project for the transit center and the hydrogen fueling infrastructure and it is expected to be done in August 2022. Lisa said that LTA is looking into the possibility of adding solar panels at their operations and maintenance site but is not pursuing any funding at this time.

8. Update on Lake Transit Authority (LTA) Meetings

a. February 9, 2022 meeting

James stated that there isn't anything of interest on the upcoming LTA agenda. Paul asked how service was going and whether any service has had to be suspended due to lack of drivers, etc. James stated that almost all weekday service had been restored and he anticipated resuming service on Route 12 soon.

9. Update on Human Services Transportation Programs

a. People Services

None.

10. Discussion of issues and/or concerns of SSTAC Members

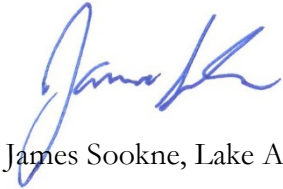
Pastor Shannon stated that at the previous meeting, she had mentioned the need for earlier service to Ukiah for people who have court/medical appointments and asked if that had been included on the current list of unmet needs. James stated that it wasn't included in the current list because he felt that it could be addressed by modifying the existing schedules. He said he wanted to evaluate it during the update to the Transit Development Plan. Lisa stated that it is an unmet need and should be included on the current list. Additionally, she stated that trips to Mendocino College should be added to the need. Lisa mentioned that this came up during a 5310 grant planning session recently and the question came up as to whether this kind of trip would be considered 5310-eligible. It was determined that the unmet need should specifically state medical and court appointments and service to Mendocino College instead of a blanket statement such as "earlier service to Ukiah" since there are specific funding sources for each of these kinds of trips. Pastor Shannon made a motion to amend the list of unmet needs to include this item. Clarissa seconded the motion and it was approved unanimously.

James asked if trips to the methadone clinic would qualify ADA-eligible, therefore 5310 eligible. If so, they could possibly utilize the existing NEMT program. Pastor Shannon said that they should be since

they're medically prescribed to treat addiction. Paul stated that since these would be daily trips, they may be better served by fixed route service rather than the NEMT program. Clarissa stated that the NEMT program, in its current form, couldn't provide transportation for these trips since they're daily and the riders need to be in Ukiah by 6:00 AM, which is out of the current NEMT service window. James stated that utilizing fixed route to get people to the methadone clinic may be hard due to the early start time; however, it could be possible to use fixed route service to get people back to Lake County, if they could get to Ukiah using a different service. Lisa asked Pastor Shannon if she could find drivers if LTA were to provide vehicles. Pastor Shannon said she wasn't sure, but she would look into it and get back to the group.

11. **Discuss next meeting Date:** Paul stated that we should meet more often since there's good information that's been coming from them. James stated that the next step in the unmet needs process is to take the list developed by the SSTAC to a public hearing before the Lake APC Board and that the next available meeting for that would be in March. James stated that he'll send out a poll to gauge people's availability in late March for the next SSTAC meeting.
12. **Announcements/Good of the Order**
None
13. **Adjourn SSTAC Meeting** - Meeting adjourned at 3:29 p.m.

Respectfully Submitted,



James Sookne, Lake APC Administration