



LAKE COUNTY/CITY AREA PLANNING COUNCIL

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

367 North State Street, Ukiah, CA 95482
Administration: Suite 204 ~ 707-234-3314
Planning: Suite 206 ~ 707-263-7799

TECHNICAL ADVISORY COMMITTEE MEETING AGENDA

DATE: Thursday, October 8, 2015
TIME: 9 a.m.
PLACE:

<u>City of Lakeport</u>	<u>Lake Transit Authority</u>	<u>Caltrans-District 1</u>
Small Conference Room	Mark Wall	Teleconference
225 Park Street	1445 S. Silvertale Street	2430 6 th Street
Lakeport, California	Visalia, California	Eureka, California

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

1. Call to order
2. Review and Approval of August 20, 2015 Minutes
3. Mendocino County Road/City of Ukiah Street Preservation Sales Tax (*Davey-Bates*)
 - a. Proposed Amendment to the 15/16 Work Program for Clearlake Transportation Sales Tax
4. Announcements and Reports
 - a. Lake APC
 - i. CTC Staff Recommendations for ATP Grant Awards (*Robertson*)
 - ii. Miscellaneous (*Davey-Bates*)
 - b. Lake Transit Authority (*Wall*)
 - i. CTSA Update
 - ii. Non-Emergency Medical Transportation Update
 - iii. Lake County Energy Use Reduction Plan
 - iv. Miscellaneous
 - c. Federal & State Grant Status Reports
 - i. Sustainable Communities Transportation Planning Grant Call for Projects (*Davey-Bates*)
 - a. Transit Passengers Facilities Plan?
 - ii. Active Transportation Program (*Robertson*)
 - iii. Other Grant Updates (*All*)
 - d. Caltrans
 - i. Lake County Projects Update
 - ii. Other Updates
 - e. Miscellaneous
5. Information Packet
 - a. 8/11/15 Draft Lake SSTAC Minutes
 - b. 8/12/15 Draft Lake APC Minutes
6. Public input on any item under the jurisdiction of this agency, but which is not otherwise on the above agenda
7. Next Proposed Meeting – **November 19, 2015**

8. 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: October 2, 2015

List of Attachments:

Agenda Item #2 – (Draft) 8/20/15 Lake TAC Minutes

Agenda Item #3 – Mendocino/Ukiah Transportation Sales Tax Polling Staff Report

Agenda Item #4ci – Sustainable Communities Transportation Planning Grant Application Guide

<http://www.dot.ca.gov/hq/tpp/documents/GrantApplicationGuide.pdf>

Agenda Item #5 – Information Packet

a. 8/11/15 Draft Lake SSTAC Minutes

b. 8/12/15 Draft Lake APC Minutes



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LAKE APC TECHNICAL ADVISORY COUNCIL (TAC) (DRAFT) MEETING MINUTES

Thursday, August 20, 2015

Location: City of Lakeport, City Hall
Small Conference Room
225 Park Street, Lakeport, California

Present

Lars Ewing, Deputy Public Works Director, County of Lake
Todd Manasell, Public Works Department, County of Lake
Nathalie Antus, Community Development Department, County of Lake
Greg Folsom, City Administrator, City of Clearlake
Doug Herren, Public Works Director, City of Clearlake
Kevin Ingram, Community Development Director, City of Lakeport
Doug Grider, Public Works Director, City of Lakeport
Dave Carstensen, California Department of Transportation (Caltrans)

Participation via Telephone

Mark Wall, General Manager, Lake Transit Authority
John Thurston, California Department of Transportation (Caltrans)
Nephele Barrett, Lake Area Planning Council Staff

Absent

Hector Paredes, California Highway Patrol
Mark Akaba, City of Clearlake

Also Present

Lisa Davey-Bates, Executive Director, Admin. Staff – Lake APC
Phil Dow, Planning Staff - Lake APC
Jesse Robertson, Planning Staff - Lake APC

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1. **Call to Order** – 9:09 AM
 2. **Review and Approval of February 19, 2015 Minutes**
Nathalie Antus requested that the spelling of Lon Sharpe be corrected by removing the letter "e."
Dave Carstensen "liked" the use of the term "ground-truthed." Lars Ewing made a motion to adopt the minutes with the requested revisions. The motion was seconded by Dave Carstensen. The motion carried by unanimous vote.
 3. **Discussion of State Transportation Improvement Fund (STIP) Fund Estimate** (*Barrett*)
Nephele Barrett provided a status of the State Transportation Improvement Program (STIP) fund estimate. Due to funding shortfalls, no new projects will be programmed for the 2016 STIP and

some of the projects currently planned will need to be delayed as an adjustment to match the revenue stream. Projects in Lake County that could be delayed include Lakeport's Lakeport Boulevard and South Main Street Intersection Improvement project and the county's South Main/Soda Bay Road project, and Clearlake's Phillip's Ave Extension project. There is possibility that the funding shortfall could impact the SR 29 project, however, because Caltrans safety funds are mingled in, implementation could be exempted from delays.

Next, Nephele reported on the changes proposed with the 2016 STIP Guidelines. Future RTIP projects will need to be accompanied by a Project Study Report (PSR) upon submittal to Caltrans. Currently, PSRs may be prepared after the project has been added onto the RTIP, but that interim period for PSR development will be removed. The other change is the requirement for providing performance measures for each project. Lisa Davey-Bates clarified that performance measures are not needed for projects already programmed; the requirement will apply to new projects only. Nephele stated that the 2016 STIP Guidelines are set to be adopted by the California Transportation Commission next week. Lars Ewing asked if the STIP shortfalls will affect projects already in construction; to which the answer was "no."

During Nephele's presentation, Doug Herren and Greg Folsom arrived. Doug introduced Greg as Clearlake's new City Manager between agenda items. Greg came to Clearlake from the County of Riverside, but spent 20 years prior to that, with the City of Stockton.

4. Announcements and Reports

a. Lake APC

i. Transportation Funding (*Dow*)

Phil Dow introduced agenda item 4(a), SBX-1X, previously known as SB 16/the Beall Bill. The bill calls for generating funding for transportation through a diverse collection plan, including assessing fees from electric vehicles that do not contribute to road upkeep through gas taxes. There is little opposition to the passage of the bill with the democrat-controlled legislature and governor's office. Senator Frazier revised the Beale Bill to increase the revenue stream. Fifty percent of the funding would go to the State, the other half would be allocated directly to cities and counties. Phil commented that at the CALCOG meeting, he recommended that the cities and counties get a minimum level of funding to ensure that small cities and counties will receive enough funding to use for construction. Above a certain threshold, funds are distributed based on population. This was the method used to distribute Prop 1B funds. Todd Mansell reported that the bill passed the State Senate, according to the morning news. The bill is needed because in recent years all or nearly all of the gas tax goes to the SHOPP and not much or nothing goes to the STIP. If the federal government were to pass a new bill and not just extend MAP-21, funding levels may change, but in the meantime, the Senate Bill is the only solution out there to address the shortfall from the gas tax. Lisa noted that the Lake APC Board supported the coalition letter endorsing SB 16 or its incarnate.

ii. 2015-16 Overall Work Plan (OWP) First Amendment (*Davey-Bates*)

Lisa Davey-Bates reported that the Lake APC Board approved the first amendment to the 2015-16 Overall Work Program. She apologized for not bringing it to the TAC prior to seeking the Board's approval, but there was a need to use the carryover funds sooner than the standard process would have allowed. A new Work Element (604) was established as a project reserve fund that will be available to offset funding shortages. The reserve is almost up to \$40,000.

a. Lake Transit Authority (*Wall*)

i. CTSA Update

Mark Wall provided an update on the Consolidated Transportation Services Agency program.

Article 4 of the Transit Development Act of 1986 established the CTSA to inventory social services organizations with a 5% set-aside of TDA funds. Lake Transit Authority is the designated CTSA for Lake County. LTA has been responsible for the coordination and consolidation of social service transportation and has purchased vehicles for the local social service organizations and has recently developed the Non-Emergency Medical Transportation (NEMT) plan. Since the plan was adopted, LTA has been working with Sutter Health St. Helena to help provide transportation for Sutter Health patients. Karl Parker was recently hired to implement the NEMT and is working to develop a “Pay-Your-Pal” program, which allows patients to seek volunteers to drive them to medical appointments with the promise of reimbursing them for the use of their private vehicle. The Pay-Your-Pal program was first developed in Riverside over two decades ago and has been replicated in 18 other communities in California. Lake APC has been setting aside CTSA funds and \$150,000 in reserve currently. Mark is interested in spinning-off the CTSA duties from LTA and is hoping to find another administrator for the CTSA program. Lisa Davey-Bates has tentative plans to discuss Mark’s proposal on September 2, 2015.

ii. Non-Emergency Medical Transportation Update

Next, Mark Wall provided a report on the NEMT program. LTA is not interested in pursuing emergency medical transportation service, but for patients that require regular medical care and for whom driving is not an option, LTA would like to pursue reimbursement from MediCal. Currently there are few examples to serve as a role model.

iii. Lake County Energy Use Reduction Plan

Mark discussed some of the preliminary findings of the Lake Energy Use Reduction Plan, which was a grant-funded project. ICF International was retained as the consultant for the project and they are looking at energy savings from fleet and building usage. Some of lessons learned include: the development of a renewable natural gas source in Lake County, that would be privately run and supply natural gas to LTA for fleet fuel, and the use of electric buses for local trips in Clearlake, which would offer the lowest cost source of fuel for short runs bus routes. Developing a solar facility to supply the energy would require a significant up-front capital cost.

iv. Transit Development Plan

The Transit Development Plan is complete. It was adopted by the Board in June. The plan contains a five-year development and spending plan. The plan does not contain any surprises. Included is a mention of the transit hub facility feasibility study in the city of Clearlake. The plan notes the rural nature of Lake County and the low incomes, which will produce more demand over the coming years than the County will be able to meet. The funding picture tends toward the optimistic. This year LTA doubled its operating cost for intercity bus routes with the award of an additional FTA grant and by splitting one existing route into two. The other notable section of the plan is the chapter on succession planning. Mark is considering retirement before the next TDP is prepared, and the plan breaks down the costs associated with contracting out versus hiring his replacement as an employee.

v. Human Services Coordinated Plan

The Human Resources Coordinated Plan is a pre-requisite for submitting grant applications. The plan coordinated social services and public transit. The plan has been completed but is yet to be adopted. Phil Dow asked why we need both a CTSA NEMT and a Human Resources Coordinated Plan. Mark noted that it is a State requirement and if LTA doesn’t do it, the State will. A discussion ensued about the quality of in-house documents versus allowing either the State or a contractor of the State to prepare a plan for the County or on the region’s behalf.

a. Federal & State Grant Status Reports

i. Highway Safety Improvement Program (HSIP) (Davey-Bates)

Lisa Davey-Bates reported that she is serving on a statewide HSIP committee as a way to benefit Lake APC and other rural regions by keeping the rest of the State aware of rural needs. Lisa attached information about a new program: SSAR, which looks at safety data for corridors instead of spot locations. The SSAR compiles safety data that will make grant applications easier. Lars commented that systemic safety grants have really helped Lake County DPW; Lake has been unsuccessful with applications for spot locations. The SSAR report is something like a Capital Improvement Program, where improvements can be selected or implemented according to the highest current priority, recognizing that conditions may change. The program offers \$1 million annually to develop the reports. The reports are prepared every three years and the State doesn't want to turn anyone down that requests SSAR funding. Money has been left on the table previously and if demand exceeded \$1 million, the State may be willing to fund above the cap. HSIP proposals that are developed out of or consistent with the SSAR will be given priority for funding. Phil Dow noted that the problem in rural areas is being competitive under the program guidelines. What is needed is a rural pot of funds that recognizes that costs for environmental impacts increases the bottom line and makes rural benefit cost ratios less competitive. Doug Grider observed that Lakeport has had prioritized improvements on Miller that haven't been fundable under the existing guidelines. Lisa closed the discussion by noting that the pro-active safety program will be looked at after the SSAR program has been fully developed.

ii. Active Transportation Program (Robertson)

Jesse Robertson gave an update on the status of the Active Transportation Plan for Lake County. The schedule has been pushed back to coordinate Caltrans grant funded portions with APC staff efforts. Caltrans has funded the public outreach component; \$25,000 will be available for Redwood Community Action Agency (RCAA), out of Eureka, and \$15,000 will be available to reimburse the County and the two cities for their involvement in the project. Funding will be distributed on a reimbursement basis for local agency staff time: \$10,000 to the County of Lake and \$2,500 to each of the cities. A kick-off meeting with RCAA will be held in early September and the public outreach events are tentatively scheduled for mid-October. Lake APC has already compiled a list of proposed bike and ped improvements from existing plans, which is available for agency review and input prior to printing on maps. Phil commented that Lake APC has developed the Regional Bikeway Plan and has funded a number of bicycle improvements over the years, so the pedestrian improvements are a bigger question mark. By what method and criteria will pedestrian improvements be prioritized? Doug Grider commented on the City's urgent need for pedestrian and ADA accessible improvements, particularly on the South Main Street corridor. Access to transit is another important issue that needs to be considered.

The ATP grants were due June 1. Jesse evaluated 14 applications from other parts of the State and was assigned to come up with a consensus score with another reviewer from Southern California Association of Governments (SCAG). Application scores ranged from 68 or 70 to 28. The evaluations will be paired with an eligibility and deliverability review to be completed by the District Caltrans Local Assistance Offices. The California Transportation Commission has much work to do to determine which projects will be funded without any more direct input and within the timeframe allotted. The award list could be determined by the end of August and either publicized or adopted on September 15th. Lake APC will share any news received on grant awards as early as possible.

a. Caltrans

i. Caltrans District 1 Transportation Corridor Report for Route 20

John Thurston announced the availability of the Draft Transportation Concept Report (TCR) for

State Route 20 between US Route 101 and the Lake County boundary at Colusa County. The TCR is a planning document with a 25-year horizon that is updated every 5 years. Most of the contents are geared toward initiating projects and are largely factual data points. The Lake APC TAC is invited to review and comment on the document, particularly the corridor concept, which is located on page 14. Phil Dow noted that there have been no major revisions since the last update, but requested a correction to indicate that the first segment is within MCOG's jurisdiction, not Lake APC's, as is stated in the document. Jesse Robertson raised the issue of truck traffic impacting the main street livability on the Northshore communities. Jesse noted a recent article in the local paper written by Supervisor Jim Steele and his concern about Caltrans management of Route 20 consistent with the livability values that have been previously documented in plans. Phil Dow suggested beefing up the TCR's Goods Movement section. Goods Movement has become one of the State's hot topics and by highlighting the value of Route 20 as an important east-west corridor in the northern part of the State, Lake County may have a better chance of receiving funding to improve goods movement on Route 29. John Thurston acknowledges Phil's suggestion to "beef up" the goods movement discussion in the document. Other comments should be submitted to John Thurston within the next two weeks for inclusion in this edition.

ii. Lake County Projects Update

Dave Carstensen provided an update on State highway projects:

- The roundabout at State Routes 20 & 29 is 60% complete and could be completed in October if dry weather continues;
- The CAPM project on Route 20 is 50% complete;
- The CAPM on 29 at Cruikshank Road is also 50% complete.

Lars Ewing noted the limitations of the Caltrans detour for extra legal-sized trucks on Scotts Valley Bridge. The County has raised the issue with Caltrans Transportation Permits in Sacramento. The Kelseyville CAPM has resumed a nightshift for the construction work. Dave also noted the new Metal Beam Guard Rail (MBGR) project in Blue Lakes, which has a \$2.5 million budget.

e. Miscellaneous

Lars Ewing announced three County bridge projects that are under construction: Soda Bay Road over Cole Creek (delayed due to pile-driving capacity), Highland Springs and Ackley Road.

6. Public input – None.

7. Next Proposed Meeting – Lisa Davey-Bates stated that the schedule for the next TAC meeting on **September 17, 2015** conflicts with the CTC meeting in Redding and Weaverville, so the next TAC meeting will likely be in October. Formal announcements will be sent to confirm.

8. Adjourn meeting -- 10:50 am.

Respectfully submitted,

Jesse Robertson, Senior Transportation Planner



LAKE COUNTY/CITY AREA PLANNING COUNCIL TECHNICAL ADVISORY COMMITTEE STAFF REPORT

TITLE: Clearlake Street Preservation Sales Tax

DATE PREPARED: October 2, 2015

MEETING DATE: October 8, 2015

SUBMITTED BY: Phil Dow, Transportation Planning

BACKGROUND:

SINCE LAST YEAR, THE COUNTY OF MENDOCINO AND CITY OF UKIAH HAVE BEEN INVESTIGATING THE POSSIBILITY OF RUNNING A SALES TAX MEASURE ON THE NOVEMBER 2016 BALLOT TO PROVIDE SALES TAX FUNDING FOR STREETS AND ROADS. THE MENDOCINO COUNCIL OF GOVERNMENTS PROGRAMMED FUNDING IN THE FY 2015/16 WORK PROGRAM FOR STAFF WORK AND FOR DEVELOPMENT AND EXECUTION OF A "VOTER OPINION SURVEY" AND FOLLOW-UP FOCUS GROUP TESTING.

A MEETING WAS HELD ON SEPTEMBER 24, WITH MENDOCINO COUNTY STAFF, CITY OF UKIAH STAFF, ELECTED OFFICIALS FROM BOTH OF THESE ENTITIES, MCOG STAFF, AND A REPRESENTATIVE FROM THE CALIFORNIA ALLIANCE FOR JOBS. THE CALIFORNIA ALLIANCE FOR JOBS IS ACTIVE STATEWIDE IN ASSISTING AGENCIES IN PASSING TRANSPORTATION SALES TAXES. SINCE THE CITY OF CLEARLAKE IS AGAIN INTERESTED IN MAKING A RUN AT A SALES TAX, THEY WERE INVITED TO ATTEND THE MEETING IN UKIAH. PUBLIC WORKS DIRECTOR DOUG HERREN AND NEW CITY MANAGER GEORGE FOLSOM WERE IN ATTENDANCE.

AFTER THE GENERAL MEETING, CLEARLAKE INDICATED A NEED TO FUND A "VOTER OPINION SURVEY" SOON SO THAT THE RESULTS CAN BE SHARED WITH THE CITY COUNCIL. APPARENTLY THE NEW CITY COUNCIL IS RECEPTIVE TO THE SALES TAX CONCEPT. IF THE RESULTS OF THE SURVEYS ARE POSITIVE, CLEARLAKE STAFF BELIEVES THE CITY COUNCIL WILL SUPPORT A TRANSPORTATION SALES TAX MEASURE FOR CONSIDERATION ON THE JUNE OR NOVEMBER BALLOT NEXT YEAR. APC STAFF WAS ASKED TO SEE IF FUNDING COULD BE FOUND WITHIN THE CURRENT WORK PROGRAM TO PERFORM THIS WORK. SINCE COMMITMENTS TO PROCEED WITH AN ELECTION WILL BE NEEDED BY LATE WINTER OR EARLY SPRING NEXT YEAR, TIME IS OF THE ESSENCE.

AS FAR AS FUNDING FOR THESE TYPES OF USES IS CONCERNED, ONLY LOCAL TRANSPORTATION FUNDS (LTF) MAY BE USED FOR THESE TYPES OF PROJECTS. AND OF COURSE, THE LTF FUNDS ARE THE MOST VALUABLE AND LIMITED TYPE OF FUNDS WE USE IN THE WORK PROGRAM. APC STAFF BELIEVES WE CAN MOVE THE EXPECTED \$25,000 NEEDED INTO A NEW WORK ELEMENT TO ACCOMPLISH THE NECESSARY TASKS. THIS WILL ENTAIL TRANSFERRING \$10,000 OF LTF FUNDS FROM THREE WORK ELEMENTS (WE 607, WE 608, & WE 612) FOR WHICH CLEARLAKE WAS IDENTIFIED FOR FUNDING, ELIMINATING THE CLEARLAKE RPA REIMBURSEMENT UNDER WE 600 (\$3,000 IN RPA FUNDS) AND SWITCHING WITH LTF FUNDING FOR APC STAFF CONSULTANT UNDER WE 607. THE REMAINING \$12,000 WOULD BE PROGRAMMED FROM LTF UNDER NEW WE 604 – LAKE COUNTY PROJECT RESERVE FUNDS.

ALL OF THIS WAS FIGURED OUT QUICKLY JUST PRIOR TO WRITING THIS STAFF REPORT. THE VIABILITY OF THESE RECOMMENDED MOVES WILL BE REVIEWED NEXT WEEK FOR FEASIBILITY. STAFF MAY BRING IN AN ALTERNATIVE AT THAT TIME.

ALL OF THIS WILL TAKE AN AMENDMENT OF THE 2015/16 TRANSPORTATION PLANNING WORK

PROGRAM. A TAC RECOMMENDATION WILL BE NEEDED FOR THAT TO OCCUR IN TIME FOR THE OCTOBER APC MEETING.

CLEARLAKE HAS EXPERIENCED A SERIES OF FAILURES IN RUNNING TRANSPORTATION SALES TAX MEASURES. THERE APPEARS TO BE A CHANGE IN POLITICAL ATMOSPHERE WHEREAS ELECTEDS ON THE COUNCIL ARE NOW PREPARED TO TAKE OWNERSHIP OF THE TAX MEASURE AND IT WILL BE DEDICATED ONLY FOR STREETS.

THE COST TO OTHER JOINT POWERS ENTITIES IS A DEPLETION OF FUNDING IN OUR NEW LAKE COUNTY PROJECT RESERVE FUNDS WORK ELEMENT. THE BENEFIT COULD BE THE PRECEDENT SET BY ONE OF THE MEMBERS IF THE POLLING NUMBERS WARRANT A CAMPAIGN AND THE CITY WERE TO BE SUCCESSFUL.

ACTION REQUIRED: Recommend to APC Board that the 2015/16 Work Program be amended to dedicate \$25,000 for voter opinion surveys and related work for a transportation sales tax measure in the City of Clearlake.

ALTERNATIVES: The TAC could choose not to support this amendment.

RECOMMENDATION: APC Staff recommends that the TAC recommend to APC Board that the 2015/16 Work Program be amended to dedicate \$25,000 for voter opinion surveys and related work for a transportation sales tax measure in the City of Clearlake.

Information Packet



LAKE COUNTY/CITY AREA PLANNING COUNCIL STAFF REPORT

TITLE: SSTAC Meeting Minutes

DATE PREPARED: 8/12/15

MEETING DATE: 8/11/15

SUBMITTED BY: Jesse Robertson, Senior Transportation Planner

SSTAC MEMBERS IN ATTENDANCE:

Ilene Dumont, Mark Wall, Wanda Gray, Micki Dolby, Kaye Bohren

ABSENT:

Tracey Thomas, Frank Parker, Michele Dibble

Ilene Dumont called the meeting to order at 1:50 p.m.

Five of the nine SSTAC members attended the meeting; one of the SSTAC member seats is vacant (Potential Transit User, 60 Years or Older). Ilene Dumont requested that SSTAC members receive a reminder two weeks before the meetings to help improve attendance.

Also in attendance were Karl Parker, the new Mobility Coordinator for Paratransit Services and Paul Branson, a retired Mobility Manager for Marin County. Paul Branson was attending the meeting as a member of the public.

The next item on the agenda was the approval of the SSTAC meeting minutes from May 12, 2015. Wanda Gray made a motion to adopt the minutes and Kaye Bohren seconded the motion. The minutes were adopted by unanimous vote.

No new candidates have yet been identified to fill existing or up-coming vacancies among the SSTAC members. An effort will be needed to actively recruit new participants. Paul Branson stated that he would be willing to serve on the SSTAC as a Potential Transit User, 60 Years or Older. Rae Eby-Carl, Director of the Lucerne Senior Center, was suggested as an option to fill in for Frank Parker as a Social Services Provider for the Handicapped. It was assumed the Tracey Thomas would remain as a Transportation Provider, since she was only appointed to replace Pat Grabham once she retired at the end of 2014. Other possibilities for filling vacant slots were suggested to be solicited from the medical community: Sutter Health was recently awarded the NEMT contract and would be a good place to start. The Department of Rehabilitation was also suggested. Jesse Robertson, with the Lake Area Planning Council, will solicit the new members and determine the necessary steps to ensure their appointment.

Mark Wall provided an update of the LTA meetings. The LTA budget was adopted at the June meeting. When the budget was adopted, an assumption was made that reductions would be made to evening service, but the actual level of service will be determined by the success of two grant applications for intercity bus service. Those grants were awarded and will result in revised routes: "old" Routes 1 & 3 will be combined to provide service from Calistoga to Clearlake, the Northshore and Lakeport; "old" Routes 4 & 7 will be combined to connect Ukiah with Lakeport and Clearlake, via State Route 29. The re-structuring of intercity routes will bring an additional \$300,000 in revenue, which would eliminate the currently deficit in grant funding for the routes. This will enable LTA to increase the budgetary reserve from \$15,000 annually to approximately \$180,000. Limited ridership in the evenings will still result in

service cuts, despite increased funding for intercity routes, however, any unmet needs could be accommodated by a demand-response bus one night a week or by issuing taxi service scripts.

The Transit Development and Marketing Plan (TDP) identified three scenarios for future finances:

- Pessimistic
- Best Case (maintaining the current level of operations)
- Maximum (new opportunities)

The probable scenario is expected to be close to the maximum case for federal funding sources and slightly pessimistic for partnerships. Most of LTA's funds come from State and federal sources, which would limit the impact on future operations.

Another valuable contribution of the TDP is the chapter on Succession Planning. Mark expects to retire in the next year or two. Caltrans has authorized a contract extension with Paratransit Services that will likely continue through June 30, 2016. A change in the contract is expected to result in an increase of about 10% over the dollar amount of the existing contract. Due to the limited number of independent contractors providing consolidated transit services, LTA should consider hiring an employee instead of another private contract. This would increase costs to retain a qualified staff person at a competitive wage and the additional benefits, including public employee retirement contributions and health insurance.

Jesse Robertson gave a brief overview of the Human Services Coordinated Plan Update. The plan was required under SAFETY-LU and MAP-21 (federal authorization bills) to increase the communication between the public transportation sector and human services. Jesse noted that progress has already been made toward implementing the plan, with the hiring of the Mobility Coordinator and implementation of NEMT goals. The other priority of Critical Importance was to "Enhance and improve public awareness of public transportation through a comprehensive public information and bus stop improvement program." Mark Wall emphasized that the plan was based on stakeholder input and that it addressed out of County medical trips.

Mark Wall summarized the lessons he has learned from the Transit Energy Use Reduction Plan. The plan was inspired from a time when 20%-25% of LTA's budget went to fuel costs. While market prices for natural gas could have reduced LTA's fuel costs by 50%, no natural gas pipeline exists to provide service to Lake County. The contractor, ICF, has indicated that electric buses would be the cheapest fuel source for buses serving the City of Clearlake. A solar power installation at the LTA facility could be used to power the 5 buses and would provide energy for the cost of installation. Renewable gas (or non-natural natural gas) could be recovered from the County Wastewater Treatment Plant in the form of methane and be converted for use. Private investors could operate a renewable natural gas refueling station and sell fuel to the general public and at a reduced price to LTA if built using public funds. Zero emission buses may be required in urban areas in the near future, which are currently prohibitively expensive for rural areas, but lobbying to subsidize rural areas may be a policy matter that Lake and other rural operators should consider pursuing.

For the CTSA update, Mark noted that LTA was the designated Coordinated Transportation Service Agency, but that there often seems to be a conflict between public transit and social services. Mark argued that human service coordination is not LTA's strong-suit. Currently 5% of LTA's LTF allocation is set aside for CTSA involvement. This amounts to \$55,000-\$60,000 per year, which is not enough to accomplish much. The Mobility Coordinator position is funded with a 3-year set aside of CTSA funds. On-going funding for the Mobility Coordinator may be most efficiently administered by a non-profit,

such as People Services or NCO, where services could be accomplished for lower costs than by either a public agency or private contract.

Karl Parker introduced himself then initiated a discussion of a proposal for a Medi-Cal reimbursed “Pay-Your-Pal” Program. The concept would be to have NEMT trips provided privately through friends or family of transit-dependent individuals and using a reimbursement rate of 30 or 35 cents per mile for providing the service. The program would have limited involvement and no liability while offering little incentive to abuse the system for financial gain. Riverside County, California, pioneered the first program of its kind in 1993. Now there are 18 programs in California that follow this model, including two in Marin County that were created by Paul Branson. This program would need to resolve reimbursement issues prior to being implemented.

Mark Wall recommended that a separate CTSA meeting take place with a subcommittee before the next SSTAC meeting.

People Service noted two new services offered as a revenue generator for their agency: wedding shuttles that drive guests back to homes or hotels to avoid driving impaired; and wine-tasting tours. Neither service is particularly cheap, but limited other options currently exist in the area, the service is needed and it is not central to the mission of People Services so it exists above the break-even point.

Jesse Robertson gave an update of the Active Transportation Program activities that Lake APC has been engaged with, such as the submittal of a grant application for a multi-use trail, review of grant applications from other parts of the State, and the development of an Active Transportation Plan for Lake County. The SSTAC was advised of upcoming public outreach meetings and where suggestions would be welcome to improve access to transit stops, including the first and last mile of every walking or bicycling trip with a link to transit service. Other focal points of the program include education and enforcement and public health.

LTA was awarded a Transit Hub feasibility study within the City of Clearlake to study options for relocating the existing transit hub at Ray’s Food Place.

Wanda Gray described LTA’s/Paratransit’s activities in response to the County Office of Emergency Services (OES) during the Rocky Fire. Paratransit was ordered to develop an evacuation plan for communities in Lake County that were threatened with orders to evacuate in the path of the fire. The LTA Operations Center was also ordered to evacuate their operations center in Lower Lake, which caused service disruptions to regular bus routes and led to 23.5-hour shifts. Some of the difficulties endured were described and were considered to be a result of lack of preparedness. Del Norte County was held up as an example as their County OES conducts bi-monthly exercises ranging from on-board (transit) shooters to tsunami evacuations. Greater emergency preparedness should be considered for Lake County.

The next meeting is tentatively scheduled for November 10, 2015 but may be rescheduled to coincide with the APC meeting, which will not convene on November 11 due to Veteran’s Day holiday. Notice will be provided if the schedule changes.

The meeting was adjourned at 5:00 pm.

ACTION REQUIRED: Adopt SSTAC meeting minutes

ALTERNATIVES: Amend the minutes before adoption.

RECOMMENDATION: None.



LAKE COUNTY/CITY AREA PLANNING COUNCIL

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

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Planning: Suite 206 ~ 707-263-7799

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

Wednesday, August 12, 2015

Location: City of Clearlake
City Council Chambers
14050 Olympic Drive, Clearlake, California

Present

Jim Comstock, Supervisor, County of Lake
Russell Perdock, City Council, City of Clearlake
Stacy Mattina, City Council Member, City of Lakeport
Martin Scheel, Mayor, City of Lakeport
Chuck Leonard, Member at Large
Ron Bertsch, Member at Large (Alternate)

Absent

Jeff Smith, Supervisor, County of Lake (Left after LTA Meeting)
Denise Loustalot, Mayor, City of Clearlake

Also Present

Lisa Davey-Bates, Executive Director, Admin. Staff – Lake APC
Phil Dow, Planning Staff - Lake APC
Alexis Pedrotti, Admin. Staff - Lake APC
Rex Jackman, Caltrans District 1 (Policy Advisory Committee)
Sebastian Cohen, Project Manager, Caltrans District 1 (Teleconference)
Mark Wall, Transit Manager, Lake Transit Authority
Lars Ewing, Lake County Public Works Dept.
Doug Herren, Public Work Director, City of Clearlake
Gigi Stahl, Hidden Valley Lake resident

1. Call to Order/Roll Call

Chair Wharff and Vice-Chair Loustalot were absent, therefore the attending board members agreed by consensus that Director Scheel would run the Lake County/City Area Planning Council Board Meeting.

Chairperson Scheel called the meeting to order at 10:11 am. Alexis Pedrotti called roll. Members present: Comstock, Perdock, Mattina, Scheel, Leonard, and Bertsch (Alternate for Wharff), Rex Jackman (PAC).

2. Adjourn to Policy Advisory Committee

Chairperson Scheel adjourned to the Policy Advisory Committee (PAC) at 10:11 a.m. to include

Rex Jackman, Caltrans District 1, and allow him to participate as a voting member of the Lake APC.

CONSENT CALENDAR

3. **Approval of June 10, 2015 (Draft) Minutes**
4. **Approval of the Final 2015 Transit Development Plan & Marketing Plan**
5. **Planning Contract Claims Process with Dow & Associates**
6. **Discussion and Proposed Approval of 1st Amended 2015/16 Lake APC Budget**

Director Perdock made a motion to approve the consent calendar. The motion was seconded by Director Leonard and carried unanimously.

REGULAR CALENDAR

Public Expression: Several Directors requested the Public Expression item be moved up to the beginning of the current agenda as well as all agendas in the future.

None

7. **Discussion and Proposed Approval of 1st Amended 2015/16 Overall Work Program**

Lisa Davey-Bates included a detailed staff report explaining the individual details to the Overall Work Program Amendment. Lisa reminded the board members that it is usual to see an amendment immediately following the start of a new fiscal year. The 1st amendments typically focus on carryover amounts from the previous fiscal year.

One additional change to this amendment was a reduction to Phil Dow's Planning Staff budget amount. The amount originally included in the final for Planning Staff was over the contracted amount for the year, therefore freeing up some additional funds.

Director Comstock made a motion to approve the 2015/16 Work Program Amendment as proposed. The motion was seconded by Director Mattina and carried unanimously.

8. **Discussion and Possible Recommendation to Support SB X1-1 or Principles in Support of an Increase in Transportation Funding as part of the Legislative Special Session**

Lisa Davey-Bates began by discussing the Beall Bill (SB 16), which was emergency legislation that focused on addressing the funding crisis in California. Since the discussions in June regarding the Beall Bill, several discussions have taken place regarding the concern for the \$35 registration fee and a few other items of interest.

Lisa continued by reporting that Senator Beall has now reintroduced SB 16 as SB X1-1 in a separate session, adding many amendments to the original bill. Legislation is in recess for summer break and will resume on August 17, where the 2015 final sessions are scheduled for September 11.

Lisa continued by reading the following bullets of changes to the bill:

- *Increase gas tax to 12 cents rather than 10 cents;*
- *Increase diesel tax from 22 cents, rather than 12 cents, with a full 12 cents allocated to trade corridor improvement projects;*
- *Eliminate the complex rate-setting process for the price-based excise tax on gasoline and diesel and instead set the rate at 17.3 cents and index the rate to inflation beginning in 2018;*
- *Once a local jurisdiction has reached a pavement condition index of 85, it would be able to use funding raised by the bill for transportation purposes beyond what is identified in the bill;*
- *Allowable uses of funding are identified as:*

- a. *Road maintenance and rehabilitation*
 - b. *Safety projects*
 - c. *Railroad grade separations*
 - d. *Active transportation and pedestrian and bicycle safety projects in conjunction with any other allowable project*
- *Retains the \$100 registration fee on zero-emission vehicles and the \$35 registration fee on other vehicles;*
 - *Eliminates the Vehicle License Fee hike, which would have been used to backfill the truck weight fees which are being transferred to the general fund to pay off transportation bonds, and replaces those revenues with a \$35 "Road Access Charge";*
 - *No longer includes a five-year sunset, providing a permanent funding package*

For additional clarification Lisa also included a side-by-side comparison for the board members to reference.

Lisa also reminded the board members how important it is for rural agencies to continue participating in CalCOG meetings and representing the rural areas. For instance, at the last CalCOG meeting, Jim Earp the Executive Consultant for California Alliance for Jobs, and an active California Transportation Commissioner presented a very interesting, and impacting presentation on lack of transportation funding in California. As part of the presentation, Mr. Earp discussed the details of the letter that was addressed to Governor Jerry Brown, identifying seven principles that would help increase funding for Transportation. Lisa stopped Mr. Earp and requested that rural agencies be also included as supporters of the letter as well. The letter was attached in the packet for review. Lisa again, reiterated how this is a great example of how the rural agencies may have missed out being a part of this letter. Lisa also included a resolution that local jurisdictions may take back to their individual boards for supporting action.

Phil Dow also noted early on in the process, Senator Fraser reviewed the Beall Bill, and didn't think it was expansive enough. Senator Fraser was interested in expanding to make it a bigger, more expansive bill. The general theory around Sacramento was referring to funding sources involved, in the aspect that it wouldn't hit one sector too much, and the consensus was in support of the bill. However, the bigger problem was raised that the original was not expansive enough and it was decided to expand the bill to be more meaningful.

Director Scheel noted this is a very hot topic for California League of Cities, and they are vigorously waiting for legislation to start. Tough decisions on this bill, some amendments are going to directly affect us, but at the same time we need to take action and work towards self-help. Lakeport City Council will be discussing this as well.

Lisa noted this bill would bring in approximately \$6 billion annually to the State of California. However, these funds would flow 100% through the State SHOPP Program, which means 50% to Caltrans and the other 50% to cities and counties. One disappointing factor is that currently no moneys will be set aside for regional projects in the state. Lake County will receive approximately \$6.5 million for the cities and county per year.

Director Comstock noted that this will not happen any other way, this money will have to come from our wallets, and the road conditions are deteriorating too quickly.

Director Comstock made a motion to support a letter in support of the legislation of SB X1-1, with maintaining support of the principles identified by the coalition. The motion was seconded by Director Perdock and carried unanimously.

RATIFY ACTION

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

Chairperson Scheel adjourned the Policy Advisory Committee at 10:35 am and reconvened as the APC.

10. Consideration and Adoption of Recommendations of Policy Advisory Committee

Director Leonard made a motion to adopt the recommendations of the Policy Advisory Committee. The motion was seconded by Director Mattina and carried unanimously.

REPORTS

11. Reports & Information

a. Lake APC Staff Summary of Meetings - Administration and Planning Services

Director Scheel referenced the Summary of Meetings report completed by Lisa Davey-Bates, showing a list of meetings attended by APC Administration and Planning Staff.

b. Lake APC Planning Staff

1. Active Transportation Program (ATP) Update

Phil reported on the ATP Program, noting both offices were very busy around May. Phil expects in a month or so, a draft list should be developed and headed to CTC for final approval of awarded projects. Both Agencies worked closely with County and City Staff to prepare these applications.

Phil Dow also reported that Jesse Robertson is currently working to develop the Active Transportation Plan for Lake County. This document will have consistent projects for the local agencies and will help to move forward with projects in the ATP grant cycle. Once the document is complete, it will fit nicely into the development of the next Regional Transportation Plan (RTP). Jesse and the consultant selection panel selected a consultant for community outreach process. They had a few close consultants proposals, so they completed interviews and took additional steps to ensure all proper procurement was completed before awarding the contract to RCAA.

Gigi Stahl, Hidden Valley Lake Resident – questioned Phil, will the ATP Plan replace the Bikeway Plan? The regional bikeway plan historically was required by law to be completed, Lisa has yet to hear the answer to that question, whether it will still be required or not. However, all previously identified projects in the Bikeway Plan will be included one way or another.

2. 8/11/15 SSTAC Meeting

The SSTAC Committee is actively looking for an ADA Rider or ADA Senior representative to participate on the SSTAC. If you are interested or know someone interested, please contact Jesse Robertson at robertsonj@dow-associates.com or Lisa Davey-Bates at ldaveybates@dbcteam.net for more information.

3. Miscellaneous - None

c. Lake APC Administration Staff

1. State Transportation Improvement Program (STIP) Update

Staff reported included in the board packet. Currently staff expects an extension to the current process.

2. Miscellaneous -None

3. Next Meeting Date – September 9, 2015 - Clearlake City Council Chambers

Lisa opened up any suggestions for the Clearlake Field Trip next month. It was decided that if the ATP application is successful, then the field trip will be scheduled.

d. Lake APC Directors

Director Comstock is curious of Implications from fires on current construction projects.

e. **Caltrans**

1. **Lake Caltrans Project Status Report**

See below for details.

2. **North Shore Repaving Project**

Caltrans representative Sebastian Cohen, Project Manager updated the Board Members via Teleconference. There has been no work for the current week; however this was not impacted from the fires. Some maintenance on various items on project limits. The contractor is planning to begin paving the final lift of rubber starting at Clearlake Oaks, extending to Nice. This is planned to begin in approx. 2 to 3 weeks. There are some requirements for paving the rubber, for example the pavement surface temp, and weather temp. This double spec can be altered in seasons changing and weather. Couple nights were getting lower than the specs allow for paving; however Caltrans continues to track the temps. At this point no delays are expected on this project.

3. **Lake 20 and 29 Roundabout**

Contractor is pouring concrete tonight, slightly ahead of schedule, and overall the project is going really well.

4. **Lake 29 CAP-M Project**

This project was planned to start night shifts tonight, but California Highway Patrol has requested that Caltrans have no road closures, including night closures, until further notice. The fire is delaying this project and impacting the schedule of this project, and cause a ripple effect. This delay could potentially affect and delay the North Shore Project. Cancelling tonight is a rather large delay.

5. **Lake 29 Expressway**

Sebastian noted that Caltrans got great news on the environmental document. Caltrans is required to submit a Biological Assessment and either gets a Biological Opinion or Letter of Concurrence in return. They submitted a Biological Assessment that stated they had a risk “to adversely affect”, good news is the feds came back and requested to reduce “to not likely to adversely affect”, which means Caltrans will only need the letter of concurrence from the feds. Caltrans has received that letter, which means the federal environmental document is done and ahead of schedule.

The state portion of the environmental is the NES, which is agencies like Cal Fish & Wildlife, which will focus on every other species, as well as tribal issues. Caltrans is now focusing completely on the NES document, and putting all resources towards it. Tribes still has several concerns. One major change in the project is that the Clearlake Hitch, a fish, already listed as imminent on federal list, has been found in Thurston Lake. This changes a few things, but not significant. Bridges and culverts at Hwy 281 intersection, needs to be analyzed further for the Clearlake Hitch. Project still on schedule.

Lisa noted at prior meeting, it was reported that the tribes had 109 sites they wanted looked at for cultural concerns, even historical concern. Sebastian noted they discussed with the tribes and this was quickly reduced, from 109 to a small portion and has been resolved. Caltrans continues to mitigate the two sites. Final EIR still remains on schedule, and contract delivery still set for FY 2017/18. Caltrans is hoping Environmental document to be passed in the next year.

Director Comstock requested Sebastian’s contact information.

6. Miscellaneous-None

Gigi Stall was unclear of how the Lake 29 CAP-M project delays would affect the North Shore Paving Project. Director Scheel and Rex Jackman clarified and explained due to the scheduling of materials and availability of Caltrans staff is what would affect the additional project.

f. California Association of Councils of Governments (CalCOG)

1. **Special Legislative Session – Transportation Related Bills** – Included for additional information
2. **Next Meeting Date** – September 29, 2015
3. **Miscellaneous** - None

g. Rural Counties Task Force

1. **Next Meeting Date** – September 18, 2015

h. Miscellaneous - None

12. INFORMATION PACKET

5/12/15 Draft SSTAC Minutes
2014/15 Summary of OWP Expenditures

13. PUBLIC EXPRESSION

None.

14. ADJOURNMENT

The meeting was adjourned by Chairperson Scheel at 11:12 a.m.

Respectfully Submitted,

DRAFT

Alexis Pedrotti
Administrative Assistant