



# 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 (TAC) MEETING AGENDA

DATE: Thursday, January 18, 2018

TIME: 9 a.m.

PLACE: City of Lakeport  
Large Conference Room  
225 Park Street  
Lakeport, California

Caltrans-District 1  
Teleconference  
1656 Union Street  
Eureka, California

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

1. Call to order
2. Approval of November 16, 2017 Minutes
3. Discussion and Proposed Approval of the 2017/18 Overall Work Program- 2<sup>nd</sup> Amendment (*Pedrotti*)
4. Discussion of 2018/19 Overall Work Program Project Requests (*Davey-Bates*)
5. Regional Transportation Plan (RTP) Comment and Recommendation (*Speka*)
6. Announcements and Reports
  - a. Lake APC
    - i. SB 1 Update (*Dom*)
    - ii. Miscellaneous
  - b. Lake Transit Authority
    - i. Lake Transit Authority Transit Manager Recruitment (*Davey-Bates*)
    - ii. Allocation of PTMISEA funds towards proposed Clearlake Transit Hub (*Davey-Bates*)
    - iii. Miscellaneous
  - c. Federal & State Grant Status Reports
    - i. Sustainable Transportation Planning Grant (2018 Workshop Notice) (*Speka*)
    - ii. Other Grant Updates (*All*)
  - d. Caltrans
    - i. Lake County Projects Update
    - ii. Other Updates
7. Information Packet
  - a. 12/16/17 Lake APC Minutes
8. Public input on any item under the jurisdiction of this agency, but which is not otherwise on the above agenda
9. Next Proposed Meeting – **February 15, 2018**
10. Adjourn meeting

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

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

Posted: January 11, 2018

List of Attachments:

- Agenda Item #2 – 11/16/17 Draft Lake TAC Minutes*
- Agenda Item #4 – OWP Memo and 2018/19 Application*
- Agenda Item #5 – RTP TAC Recommendation Staff Report*
- Agenda Item #6ai – SB1 Staff Report*
- Agenda Item #6ci – Planning Grant Flyer*
- Agenda Item #6di – Lake County Projects Update*
- Agenda Item #7 – Information Packet*
  - a. 12/16/17 Lake APC Minutes*



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## TECHNICAL ADVISORY COMMITTEE MEETING

### Draft Meeting Minutes

Thursday, November 16, 2017

9 a.m.

#### City of Lakeport

Large Conference Room

225 Park Street

Lakeport, California

#### **Present**

Todd Mansell, Department of Public Works, County of Lake

Kevin Ingram, Community Development Director, City of Lakeport

Adeline Brown (Alt. for Doug Herren), Public Works, City of Clearlake

Dave Carstensen, Caltrans District 1 (by telephone)

Alexis Pedrotti, Lake County/City Area Planning Council (by telephone)

#### **Absent**

Mark Wall, General Manager, Lake Transit Authority (by phone, for a few minutes)

Alexis Kelso, Caltrans District 1 Local Assistance

Jaime Matteoli, Caltrans District 1 (by telephone)

Byron Turner, Community Development Department, County of Lake

Doug Herren, Public Works Director, City of Clearlake

Doug Grider, Public Works Superintendent, City of Lakeport

Greg Folsom, City Manager, City of Clearlake

Hector Paredes, California Highway Patrol

Phil Dow, Transportation Planning, Lake County/City Area Planning Council

Nephele Barrett, Program Manager, Lake County/City Area Planning Council

#### **Also Present**

Lisa Davey-Bates, Executive Director, Lake County/City Area Planning Council

John Speka, Senior Transportation Planner, Lake County/City Area Planning Council

Marta Ford, Administrative Assistant, Lake County/City Area Planning Council

#### **1. Call to order**

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

#### **2. Review and Approval of October 26, 2017 Lake APC TAC Minutes**

Dave made corrections and clarified a few items on the minutes. Page 1, Agenda Item #3, there were four new applications, not three as written; three from Caltrans and one from the City of Clearlake. Page 2, last paragraph, take "of" on the first sentence out and add "regional" before "priority list." Clarify there were two separate motions made in that paragraph. Add the Dam Road Roundabout onto the regional priority list and recommend including the prioritized list of projects for the 2018 RTIP. Kevin made a motion to approve the amended minutes, seconded by Todd. Motion carried unanimously.

### 3. **FY 2018/19 Unmet Transit Needs Process**

John referred to his written staff report. The Unmet Transit Needs process is an annual process which is required from the Transit Development Act if Local Transportation Funds are proposed for use on local streets and roads projects. While this isn't the case in Lake County, the process is still valued as a means of identifying and analyzing the feasibility of potential transit needs in the region. The Social Services Transportation Advisory Council (SSTAC) met on November 7, to help develop a list of unmet needs. Six items were identified and the TAC was asked to comment or add to the list as they saw fit. Two new items brought up this year, the remaining four were from the previous year. Two unmet needs that were addressed from last year's list were taken off the list. Items on the Unmet Transit Needs list include:

- Funding contribution to proposed transit hub in Clearlake
- Installment of new bus stop shelters
- Eastbound service to Spring Valley and further east, allowing people to connect with service to the Sacramento area
- Non-Emergency Medical Transportation in outlying areas
- Non-Emergency Medical Transportation to out of county locations, and
- Fixed route service on Sundays for the north shore communities.

By identifying the Unmet Transit Needs, if funding comes through the items on the list would be considered a priority. Lisa mentioned they are initiating a County Wide Bus Passenger Facilities Plan. The Sustainable Transportation Planning Grant that came out earlier this year will assist expanding Out-of-County Services, Non-Emergency Medical Transit Services and the Mobility Program Coordinator position for the next three years. Kevin made a motion, second by Todd; motion carried unanimously to concur with the recommended items on the Unmet Transit Needs in Lake County and forward the list to the Lake APC and conduct a public hearing.

### 4. **Regional Transportation Plan (RTP) Comment and Recommendation**

John reminded the group that the RTP was previously emailed out to them. The RTP is a 20-year planning document that gets updated every four years. It covers transportation projects in all modes of transportation. The plan's intention is to promote a safe and efficient transportation system. John gave the group an opportunity to give their feedback. Updates to the plan included new projects and the inclusion of the Active Transportation Plan (ATP) as the new "non-motorized" element of the plan. Dave suggested incorporating the positive impacts from SB1 to the Transit Funding section of the RTP, which was approved as the RTP document was being developed. John inserted the impacts of SB1 in other areas in the RTP and noted that he will add the SB1 funding to that specific area. Dave sent the RTP to Caltrans in Sacramento for their comments. to date he has not received any feedback. The public will get another chance to offer comments at the December 13 APC meeting prior to it going out for a 30-day review. A Public Hearing will be scheduled in February for it to be adopted by the APC Board. Lisa suggested deferring any TAC recommendations until January, after the December 13 meeting to give Caltrans and the public more time to submit comments. The group agreed.

### 5. **Announcements and Reports**

#### a. **Lake APC**

**i. SB 1 Update**

Lisa referred to Phil's written staff report. She reported that she went to an SB1 Coordination Meeting in Marysville on Tuesday, November 14. The afternoon sessions had breakout sessions and she attended the State Coordination Session that addressed potential issues other agencies are facing and possible solutions. They focused on proactively looking ahead on issues such as of lack of supplies/availability of materials, staff shortages, and contractors. She distributed a copy of the State Project List and Map that shows Caltrans projects throughout District 1 that are scheduled within the next three years. She suggested sharing this information with constituents and councils. It shows a good representation of all the planned activities. Kevin asked to hear the solutions they reviewed, regarding the issues. Lisa said they plan to conduct hiring campaigns, conduct quarterly meetings with utility companies and environmental agencies to try to get ahead of issues. They are attempting to stockpile materials around the state, and coordinate with local agencies and Caltrans. They are developing a list of small regional projects around the State to coordinate efforts.

**ii. Miscellaneous**

**b. Lake Transit Authority**

**i. Lake Transit Authority Transit Manager Recruitment** – Lisa reported that last week the Lake Transit Authority Board made a recommendation for APC to request that Davey-Bates Consultants (DBC) submit a proposal to incorporate the Transit Manager's contract into the DBC contract. This will allow for the Transit Manager to have support staff for some of the administrative tasks and, should the position become vacant, to support LTA to carry on. Lisa said it is not unusual for a regional agencies to do both Transit and Planning. Lisa is currently looking at options for recruitment. DBC can take on some of the administrative responsibilities, leaving the Transit Manager to focus on the analytical aspects and attending meetings. Dave suggested looking out of the county for someone that could still attend the meetings and do the work remotely. Mark and Lisa plan to meet to go over the scope of the position and training resources more in depth later today.

**ii. LCTOP Funding Request by Mendocino College**

Mark reported on the Low Carbon Transit Operations Program (LCTOP). LCTOP is part of the Cap and Trade Funding. Restrictions on this funding require that it has to be spent on new projects. Originally, it went for two years duration and now it is up to five years. The Transit Authority Board has explored how best to use the money, which is currently about \$36,000 per year. This year, they are using it to fund Transit Shelters. The Board would like to fund a pilot program that provides free bus passes for students. The idea is to start a program that the College could incorporate supporting using their own funding sources, prior to the LCTOP funds running out by creating a Transit Fee. The new fees could also assist with maintenance of their parking lots which, they currently do not charge students for. He wants the college to commit promoting the program to the students and encourage them to adopt a small fee (he suggested about \$5-\$10 per semester) to support continuing the program. Mendocino College showed interest but they need to run it past their administration for approval. He told them that for a weekly student pass from Ukiah to Lakeport Campus' that would save the student about \$80/month. Currently a student pays \$20 for a weekly pass to go between the two campuses. He also plans to speak with

Woodland College about this program. Lisa mentioned that adding transportation fees for students are viewed by the school as a barrier and we need to show the schools it is a benefit. She talked to Selena Barlow, a consultant that conducted a survey at a college recently regarding transportation fees for students. The outcome data from those surveys could be useful evidence of how the fees can support a valuable benefit and may assist obtaining administrative approval that is needed. Mark would like to submit an application for the program to LCTOP in the spring.

**iii. Allocation of PTMISEA funds towards proposed Clearlake Transit Hub**

Mark reported they have about \$730,000 in Proposition 1B Funds that can be used for any Capital purpose for transit, with the exception of environmental studies. The funds started about ten years ago and have been mainly used for buses. The LTA has identified the Transit Hub Location but it still needs the commitment of the Board of Supervisors (BOS). A deadline to request allocation of funds was this week; Mark requested the Board to authorize \$200,000 of that money for the architectural and engineering work. That leaves about a half a million dollars to be used for buses. Pending approval from BOS for the location, the next step would be the environmental which is a direct cost out of the operating budget. The proposed location of the Transit Hub is on South Center drive, off of the Dam Road extension. Mark would like for the plans to construct to move forward and ready around the same time the Dam Road extension through to Phillips is completed. Mark intends to go to the BOS within the next month.

**iv. Miscellaneous**

Mark and Lisa will work on the Mobility Management RFP. The current contract for the position will expire and they will have to do procurement for a new contractor. Kevin asked Mark on the status of a bus stop shelter in front of the old Natural High building that is used as a warming shelter. Mark said they plan on taking one they have at the yard and installing it at that location.

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

**i. Sustainable Transportation Planning Grant**

John reported work is being done to get RFPs in place for the Bus Passenger Facility Plan and the Sidewalk Inventory Plan. The last cycle, he worked with Kevin in Lakeport on the 11<sup>th</sup> Street Corridor evaluating potential widening, transit, and sidewalk construction type of items. A new cycle will begin and a call for projects will go out in January. He offered to talk with anyone who may have ideas to present. Lisa shared an idea to update the Hwy 29 Traffic Calming and Beautification Plan that was originally completed around 2005. With the approved improvement work on Hwy 29, and the fact that there are more grant sources in place now, she feels it merits being revisited. Todd reported the work in Clearlake Oaks is not completed. There are plans to install decorative solar lighting. Caltrans has funded that project. Dave suggested to Lisa to use the Sidewalk Feasibility Study when applying to the Traffic Calming and Beautification Plan. She does not think that area is covered but said she and Phil already discussed that and will keep it in mind, if applicable.

**ii. Infrastructure for Rebuilding America (INFRA)** – Lisa reported that APC applied for \$119 million through the INFRA Grant. Caltrans was a huge help with the application. Lake APC took the lead sponsor and Caltrans is signed as a co-sponsor. The

grant requested right of way and construction for Segments 2B and 2A. They applied for 60% of the total project costs through INFRA.

**iii. SB 1 Trade Corridor Enhancement Program.**

Lisa said they intend to apply for funds through SB1 the Trade Corridor Program to cover the remaining amount not covered through the INFRA Grant and Regional ITIP funds for Segments 2A and 2B. The application for the Trade Corridor is due in January. Lisa feels because Segment 2C is fully funded, this shows evidence that it is a competitive project. Using a leverage of funding on both Federal and State sides to try to attract the INFRA grant. Caltrans is proposing to spend about \$10 million through ITIP funds to design Segments 2A and 2B. Regional STIP shares are putting in \$1.8 million for our 15% share.

**iv. Other Grant Update.** None.

**d. Caltrans**

**i. Lake County Projects Update**

Dave reported that #3, Project #OF490, bridge replacement was amended into the 2018 SHOPP in October. Todd mentioned he has been working with Jaime on #1, Project #42780, culvert rehabilitation; there is a need for coordination with Caltrans on the right-of-way. Caltrans is funding this project.

**ii. Other Updates.** None.

**6. Information Packet**

**a.** 8/9/17 Lake APC Minutes (Draft)

**b.** Adventist Health Adds Second Van for Patients

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

**8. Next Proposed Meeting – January 18, 2018**

**9. Adjourn Meeting - Meeting adjourned at 10:15 a.m.**

Respectfully Submitted,  
(Draft)

Marta Ford  
Lake APC Transportation Planning



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January 11, 2018

To: Lake TAC Members  
From: Lisa Davey-Bates, Executive Director  
Re: 2018/19 Overall Work Program

The Lake Area Planning Council's (APC) amended 2018/19 Overall Work Program (OWP) includes Local Transportation Funds (LTF) (\$141,273); Planning, Programming and Monitoring (PPM) funds (\$141,273); Rural Planning Assistance funds (\$332,437) and Federal grant funds (\$278,424) to provide the total funding amount of \$897,211 in the current OWP. Funds carried over from previous OWPs were factored into the overall totals. While it is important to finalize projects in the current Fiscal Year, it is also the time of year when we begin the process of developing the upcoming (FY 2018/19) OWP.

Historically a range of \$50,000-\$100,000 of LTF funding has been utilized for planning purposes in the annual work program, depending on revenues generated from the general sales tax, and the amount needed for Lake Transit Authority operations, local match for grant programs, bike and pedestrian (2%) allocations and the Consolidated Transportation Services Agency (CTSA). As a starting point, I am recommending a minimum contribution in the amount of \$50,000 of LTF in Fiscal Year 2018/19.

Planning, Programming and Monitoring (PPM) Funds are down 51% from last year's allocation of \$76,000 to a mere \$35,000 in Fiscal Year 2018/19. According to the 2018 State Transportation Improvement Program (STIP) Fund Estimate, PPM funding levels are expected to remain low over the next several years.

Rural Planning Assistance (RPA) funds will remain consistent with last year's distribution of \$294,000. Although this is a significant amount of money, it is important to remember that restrictions are applied to these funds and are intended for planning projects of regional significance. Only 25% these funds may be carried over into the next fiscal year and continue to be available on a reimbursable basis.

To summarize, approximately \$379,000 of RPA, LTF and PPM is expected to be available for the 2018/19 Work Program for new and ongoing projects. The planning contract with Dow & Associates requires an estimate amount of \$260,586 for Fiscal Year 2018/19, which includes an estimated 3% cost of living adjustment pending the finalized Consumer Price Index. Approximately \$118,414 to fund planning projects. If you would like to request funding for ongoing work elements, simply let me know in your cover letter about those projects.

Potential projects will be discussed during the Lake TAC meeting on January 18, 2017. Please have your applications to me by **Friday, January 2, 2018**. Lake APC staff will provide the Lake TAC members a draft list of projects during the February TAC meeting. Preferred projects that are recommended at the TAC meeting will be included in the Draft Work Program to be reviewed by TAC members in March.

APC action is not needed on the draft document, but will be required on the Final Work Program which is due in May. The application form for the 2018/19 Work Program is attached. I will also email the applications to TAC Members in Word format. Forms can be emailed to me at [ldaveybates@dbcteam.net](mailto:ldaveybates@dbcteam.net), or mailed to 367 N. State St., Suite #204, Ukiah CA 95482. Please give me a call at (707) 234-3314 if you have any questions.

Thank you.



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## 2018/19 LAKE COUNTY OVERALL WORK PROGRAM APPLICATION PROPOSED SCOPE OF WORK

<b><u>APPLICANT (AGENCY):</u></b>	<b><u>DATE SUBMITTED:</u></b>
<b><u>CONTACT PERSON(S):</u></b>	
<b><u>PROJECT TITLE:</u></b> (Use additional sheets as necessary to prepare outline)	
<b><u>GOAL/PURPOSE:</u></b>	
<b><u>Tasks:</u></b> ( <i>Outside Consultants</i> – by task, indicate RFP advertisement, contract award, draft review and final product adoption dates & <i>In-House Projects</i> – by task, indicate start-up, draft review and final product adoption dates)	
<b><u>PREVIOUS RELATED WORK:</u></b>	
<b><u>PRODUCTS:</u></b>	

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

TASK	ANTICIPATED COMPLETION DATE (BY QUARTER)			
	July - September	October - December	January - March	April - June
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

**ESTIMATED PERSON DAYS/ COST BREAKDOWN:**

RESPONSIBLE AGENCY	APPROXIMATE PERSON DAYS	BUDGET	FUNDING SOURCE
<b>TOTAL:</b>			



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

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**TITLE:** 2017 Draft RTP Comment and Recommendation

**DATE PREPARED:** December 28, 2017

**MEETING DATE:** January 18, 2018

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

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

Preparation of the updated RTP began approximately a year ago. It is now near completion and will be brought before the APC Board for adoption on February 14. The final workshop was held on January 9 to gather any remaining public comment on the draft RTP or its environmental document pursuant to the California Environmental Quality Act (CEQA). TAC members have had a number of opportunities to review the draft and have provided input over the months during its development. Staff is now asking that the TAC provide a recommendation to the Lake APC Board prior to it being brought forward for adoption at the February 14 Board meeting.

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**ACTION REQUIRED:** Provide any final comments on the Draft RTP and a recommendation regarding adoption to the Lake APC Board.

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**ALTERNATIVES:** None.

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**RECOMMENDATION:** None.



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

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**TITLE:** Senate Bill 1 Implementation

**DATE PREPARED:** January 8, 2018

**MEETING DATE:** January 18, 2018

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**SUBMITTED BY:** Phil Dow, Transportation Planning

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**BACKGROUND:**

There are 4 new programs created by Senate Bill 1 and another 4 existing programs modified and/or supplemented by Senate Bill 1 that are under CTC jurisdiction. Below is a summary of the status of each of these programs:

New SB 1 Programs

- Local Streets & Roads: Guidelines were adopted in August and Project Lists for new revenues were due submitted in October. The CTC adopted the Eligibility List at the December meeting, with apportionments flowing to eligible agencies by mid-January. New revenues due to loan repayments and new SB 1 revenues for FY 17/18 are approximately as follows:  
Clearlake: \$105,094  
Lakeport: \$32,375  
County: \$965,787  
Project Lists were due to the CTC on October 16. The CTC is expected to adopt a list of eligible entities in December with apportionment distribution to begin in mid-January, 2018.  
Revenues are expected to increase when the program is fully implemented.
- Solutions for Congested Corridors: Guidelines for this program were adopted in December. We are not expected to have viable projects within this funding category., 2017  
The program scheduled for adoption May 16-17, 2018.
- Trade Corridor Enhancement: Although guidelines for this program were not scheduled for adoption until January, consensus was reached early and the program guidelines were adopted by the CTC at October meeting. This is a potential funding source for future components of the SR 29 widening project. The program is scheduled for adoption in May 16-17, 2018.
- Traffic Congestion Relief Program (TCRP): The Traffic Congestion Relief Program has been available for some time and was winding down as most projects in the program had been completed. SB 1 absorbed this program and is redirecting approximately \$90 million in savings to project amendments or similar TCRP projects. This program is not applicable to this agency.

Existing Programs under California Transportation Commission Oversight

- Active Transportation Program Augmentation: The existing program was augmented with \$100 million of SB 1 revenues. Successful applicants from Cycle 3 were allowed to advance the schedule of approved projects and many quality Cycle 3 projects were funded. Applications were due August 1; no new Lake projects were funded. However, Lakeport's Cycle 3 (Hartley) project schedule was advanced to an earlier starting year. The Statewide and Small Urban/Rural components were adopted by the CTC on October 18, 2017. 2017. Committee work to develop guidelines and applications for Cycle 4 next year (expected March 2018 Call for Projects) is nearly complete.

- **Local Partnership Program:** This program rewards agencies that have passed transportation sales taxes and incentivizes those agencies that have not. Total amount available through the formula program is \$100 million per year. Larger Self-Help agencies will be funded with 50% based on population and 50% based on revenue generation. A previous meeting on September 8 resulted in agreement regarding distribution of funds to Self-Help cities. The CTC proposed that all Self-Help cities receive a flat \$100,000 per year under this program. In Lake County only the City of Clearlake is eligible for this program. Formula shares were adopted on December 6. Clearlake submitted its application on December 15 and the program is scheduled for adoption January 31, 2018.
- **State Highway Operation and Protection Program (SHOPP):** SB 1 adds approximately \$1.9 billion annually to the SHOPP and Caltrans maintenance. The draft interim guidelines for this augmentation to the SHOPP are due May 17, 2018. Adoption of the SHOPP guidelines and Asset Management Plan Guidelines are scheduled June 28-29, 2018. I am participating in development of the California Transportation Asset Management Plan. Local agencies will also be expected to develop asset management plans.
- **State Transportation Improvement Program (STIP):** SB 1 funding is being used to stabilize the inherently unstable STIP program. All of the usual STIP program deadlines are unchanged. The APC adopted the Regional Transportation Improvement Program (RTIP) in November, 2017. The CTC is scheduled to adopt the STIP March 2018. Little new funding would have been available to the APC in the 2018 STIP without SB 1 augmentation.

There are also two new planning grants that were made available under SB 1 that are under Caltrans purview. One is an Adaptation Planning Grant (Climate Change) and the other is a Sustainable Communities Planning Grant. APC staff worked with the City of Lakeport to prepare and submit a Sustainable Planning Communities Grant for the Eleventh Street Corridor. This application for funding proved unsuccessful. Staff will be reviewing the scoring and working with Lakeport to determine if re-application is warranted for the upcoming round.

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**ACTION REQUIRED:** None.

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**ALTERNATIVES:** None identified.

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

# 2018 CALTRANS TRANSPORTATION PLANNING GRANT WORKSHOP



Caltrans District 1 Office  
Room 6  
1656 Union Street, Eureka

## Video Teleconference Locations Provided At:

Crescent City Wastewater Treatment Plant  
Community Room  
210 Battery Street, Crescent City, CA 95531

Caltrans District 1 Maintenance Region Office  
Conference Room  
90 West Lake Mendocino Drive, Ukiah, CA 95482

**Tuesday, January 30, 2018**  
**10:00 a.m. – 11:30 a.m.**

## Who Should Attend?

Those who are interested in applying for a 2018/19 grant and would like to learn more about the Sustainable Transportation Planning Grant and Adaptation Planning Grant Programs. MPO's, RTPA's, Transit Agencies, Cities, Counties, Native American Tribal Governments, Universities and Colleges, Community-Based Organizations, Non-Profit Organizations, Local and Regional Agencies and Special Districts.

## What Can I Expect To Learn At The Workshop?

An overview of the Caltrans Sustainable Transportation Planning Grant Program, program requirements, how to calculate local match requirements, tips on how to develop a competitive grant application, how to include essential elements in a successful scope of work, and more.

### Grant Program Website:

<http://www.dot.ca.gov/hq/tpp/grants.html>

## Fiscal Year 2018/19 Sustainable Transportation Planning Grant Program

**Transportation Planning Grants**  
(\$25 million annually) to encourage local and regional planning that furthers state goals, including, but not limited to, the goals and best practices cited in the regional transportation plan guidelines adopted by the California Transportation Commission.

**Climate Change Adaptation Planning Grants**  
(\$20 million over three years) to local and regional agencies for climate change adaptation planning.

**APPLICATIONS ARE DUE ON  
FEBRUARY 23, 2018**

*Space is limited. Please RSVP by location to either  
District contact listed below.*

**Kevin Tucker**, [kevin.tucker@dot.ca.gov](mailto:kevin.tucker@dot.ca.gov)  
(Del Norte and Humboldt Counties)

**Rex Jackman**, [rex.jackman@dot.ca.gov](mailto:rex.jackman@dot.ca.gov)  
(Mendocino and Lake Counties)

Status of Lake County Projects: As of November 1, 2017

Lake APC Meeting:  
1/10/18 Agenda Item: #6di

PSR (Project Study Report) Projects										
#	County	Route	PM Back	PM Ahead	Program	Project Location	Type of Work	Project Cost (millions)	Status of Project	PSR Target Date
PSR Complete & Not Yet Programmed (for Design)										
#	County	Route	PM Back	PM Ahead	Program	Project Location	Type of Work	Project Cost (millions)	Status of Project	PSR Target Date
Projects Programmed (in Design)										
#	County	Route	PM Back	PM Ahead	Program	Project Location	Type of Work	Project Cost (millions)	Status of Project	Estimated Completion Date Start of Work Date
1	LAKE	20	1.0	46.3	2014 SHOPP 151 Roadway	various locations Rte 20, 29 & 53	culvert rehabilitation	\$4.211	on schedule	Nov 2019 Start Work: Aug 2018 RTL: Feb 2018
	Project Number 42780 Jaime Matteoli (Project Mgr)									
2	LAKE	20	5.20	5.55	2016 SHOPP 010 Safety	east of Upper Lake, 0.3 mi west of Witter Springs Rd to 0.02 mi east of Witter Sp Rd	Widen shoulders on both sides of SR 20	\$7.400	on schedule	RTL: 2020
	Project Number OG330 J. Matteoli									
3	LAKE	20	5.84	5.84	2018 SHOPP 110 Bridge Rehab	on Route 20 three miles west of Upper Lake @ Bachelor Creek	Bridge replacement	\$2.00	Oct 2017 amended into 2018 SHOPP	RTL: 2020
	Project Number OF490 J. Matteoli									
4	LAKE	20	31	32	2014 SHOPP 010 Safety	intersection of SR 20/53	roundabout	\$6.156	on schedule	2020 Start Work: Aug 2018 RTL: March 2018
	Project Number OC810 J. Matteoli									
5	LAKE	20	33.6	46.5	SHOPP 110 Pav Pres	2 mi east of SR 20/53 to the Colusa County line	overlay (pavement preservation)	\$2.500	on schedule	Fall 2018 Start: July 2018 RTL: March 2018
	Project Number OH370 Tom Fitzgerald (Project Mgr)									
6	LAKE	var	var	var	2016 SHOPP 015 Safety	various on Rte 20, 29, 175	MBGR, widening & rumblestrips	\$3.812	on schedule	RTL: 2019
	Project Number OE850 Steven Blair (Project Manager)									
7	LAKE	29	9.0	20.7	2016 SHOPP 010 Safety	three locations on Route 29 between Middletown and Lower Lake	MBGR, widening and truck climbing lane	\$5.30	on schedule	RTL: 2019
	Project Number OE730K J. Matteoli									
8	LAKE	29	9.6	10.3	2014 SHOPP 010 Safety	Hartmann Rd/Rte 29	roundabout	\$6.017	on schedule	2020 Start Work: Aug 2018 RTL: Nov 2017
	Project Number OC750 J. Matteoli									
9	LAKE	29	12.78	14.35	2016 SHOPP 010 Safety	near Lower Lake, .85 mi N of Spruce Grove Rd-S to .52 mi S of Hofacker Ln	shoulder widening	\$8.10	on schedule	RTL: 2019
	Project Number OE720K J. Matteoli									
10	LAKE	29	28.5	31.6	STIP & RIP & SHOPP	Near Lower Lake - Lake 29 Expressway	upgrade to 4-lane expressway	\$76.600	on schedule	RTL: 2019
	Project Number 29811 J. Matteoli									
11	LAKE	29	34.17	34.5	2014 SHOPP 010 Safety	Cruikshank Rd/Rte 29	NB left-turn pocket	\$1.300	contract awarded 8-25-17	Fall 2018 Start Work: Spring 2018 RTL was May 2017
	Project Number OE640 J. Matteoli									
12	LAKE	var	var	var	2016 SHOPP 112 Bridge Rail replacement	bridges on 20, 29 & 175	Bridge rail replacement & upgrade - 5 bridges	\$5.884	on schedule	RTL: 2019
	Project Number OE080 S. Blair									
13	LAKE	175	0.0	8.2	SHOPP 110 Pav Pres	SR 175/29 South end of Lakeport west to Mendocino County line	overlay (pavement preservation)	\$4.200	on schedule	Fall 2018 Start: July 2018 RTL: March 2018
	Project Number OH350 T. Fitzgerald									
14	LAKE	175	25	27.5	2012 SHOPP 010 Safety	near Middletown, from east of Putah Cr Bridge to Dry Cr Bridge	Shoulder Widening	\$12.700	on schedule	2020 Start: Fall 2018 RTL: June 2018
	Project Number OA040 J. Matteoli									
Under Construction										
#	County	Route	PM Back	PM Ahead	Program	Project Location	Type of Work	Project Cost (millions)	Status of Project	Estimated Completion
15	LAKE	29	41.42	41.42	2014 SHOPP 378 Mandates	ramps at Lakeport Blvd overcrossing	upgrade ped facilities to ADA compliance	\$0.763	5% complete	Spring 2018
	Project Number OB590 J. Matteoli									
16	LAKE	20	13.5	30.5	2012 SHOPP 361 Mandates	from Lucerne area east to Route 20/53	upgrade 55 curb ramps & sidewalks	\$2.500	COMPLETE	Complete Aug 2017
	Project Number OB120 J. Matteoli									
17	LAKE	20	13.5	31.4	2012 SHOPP 121 Roadway	from Lucerne area east to Route 20/53	Capital Preventative Maint.	\$25.215	COMPLETE	Complete Oct 2016
	Project Number OB000 J. Matteoli									

State Route 20 Projects
State Route 29 Projects
State Route 53 Projects
State Route 175 Projects

project cost = construction & RW  
start work 0500  
est comp date 0600

Revised since last report.

y: Reg Plng/Status/Lake/Lake Status November 1, 2017.xlsx



# *Information Packet*



# 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

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

Wednesday, December 13, 2017

**Location:** Lake Transit Authority  
9240 Highway 53, Lower Lake, California

### Present

Moke Simon, Supervisor, County of Lake  
Jeff Smith, Supervisor, County of Lake (Arrived Late)  
Russell Perdock, City Council, City of Clearlake  
Nick Bennett, Council Member, City of Clearlake  
Stacy Mattina, City Council Member, City of Lakeport  
Kenneth Parlet, Council Member, City of Lakeport  
Chuck Leonard, Member at Large

### Absent

Vacant Position, Member at Large

### Also Present

Lisa Davey-Bates, Executive Director, Admin. Staff – Lake APC  
Alexis Pedrotti, Admin. Staff - Lake APC  
Phil Dow, Planning Staff – Lake APC  
John Speka, Planning Staff – Lake APC  
Rex Jackman, Caltrans District 1 (Policy Advisory Committee – Teleconference)  
Jamie Mattioli, Caltrans District 1 (Teleconference)

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### 1. Call to Order/Roll Call

Ms. Davey-Bates advised the Lake APC Board that Chairperson Smith had contacted her indicating that he would be late to the meeting due to pre-scheduled appointment; therefore Vice-Chair Mattina call the meeting to order at 9:03 am. Secretary Alexis Pedrotti called roll. Members present: Simon, Perdock, Bennett, Mattina, Parlet, Leonard, and Jackman (PAC).

### 2. Adjourn to Policy Advisory Committee

Vice-Chair Mattina adjourned to the Policy Advisory Committee (PAC) at 9:04 a.m. to include Rex Jackman, Caltrans District 1, and allow him to participate as a voting member of the Lake APC.

### 3. PUBLIC EXPRESSION

None

### CONSENT CALENDAR

4. Approval of November 8, 2017 (Draft) Minutes
5. Approval of Title VI Update

## **6. Approval of Draft Lake APC Meeting Calendar**

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

*Roll Call Vote: Ayes (7) – Directors Simon, Perdock, Bennett, Mattina, Parlet, Leonard, and Rex Jackman (PAC); Noes (0); Abstain (0); Absent (2) -Director Smith, Vacant Member-at-Large*

## **REGULAR CALENDAR**

### **7. Approval of 2nd Amended 2017/18 Lake APC Budget**

Lisa Davey-Bates noted Alexis Pedrotti would be updating the Lake APC Board on the amendment to the Lake APC Budget. Alexis Pedrotti noted the Board had reviewed and approved the first amendment to the budget in November, which strictly included carryover funding from the Overall Work Program (OWP). The Lake APC Budget includes multiple funding allocations for the year, which are broken down by Local, State and Federal Funds. The Overall Work Program is a small portion of the overall budget for the agency. There are several allocations from the Local Transportation Funding (LTF) Account, the Planning, Programming and Monitoring (PPM) Account including Administration, Planning, 2% Bike and Pedestrian, Non-Emergency Medical Transportation Funds, Reserves and Transit, all of which typically have a carryover balance that will need to be incorporated into the current year's budget.

Typically, staff incorporates all carryover funding amounts into the first amendment to the budget. However, this year staff needed additional time to finalize all year-end carryover amounts. The second amendment presented to the Board included all additional carryover that was not reflected through the OWP and first amendment. Alexis provided a detail update of the 2<sup>nd</sup> budget amendment which is specifically identified in the budget along with notes for clarification.

*Director Parlet made a motion to approve the 2nd Amendment to the 2017/18 Lake APC Budget. The motion was seconded by Director Simon and carried unanimously.*

*Roll Call Vote: Ayes (7) – Directors Simon, Perdock, Bennett, Mattina, Parlet, Leonard, and Rex Jackman (PAC); Noes (0); Abstain (0); Absent (2) -Director Smith, Vacant Member-at-Large*

### **8. LTA Request for Amendment to Davey-Bates Consulting Contract to Include Transit Agency Management (Wall)**

Mark Wall, Transit Manager was expected to present this agenda item via teleconference to the Lake APC Board. He included a staff report with his recommendation and all attachments in the packet for review. Mark Wall intended to call into the meeting via teleconference, but was unexpectedly not available for the agenda item, therefore Lisa Davey-Bates reporting on this agenda item.

This item has been on the Lake Transit Authority Board of Directors' agenda for discussion for several consecutive months. Last month the LTA Board took action requesting the APC Board of Directors consider amending their current Administrative and Fiscal Services contract with Davey-Bates Consulting, to include the Transit Manager position and duties.

Lisa and Mark have been working diligently to refine the Transit Manager duties and identifying administrative tasks that could be completed by existing staff to improve efficiencies. Lisa believes managing transit-related grants and completing LTA administrative tasks are examples of duties that could be done by DBC staff if a proposal to amend the existing contract was submitted. As mentioned at prior meetings, it will be hard to determine what level of experience the position will attract. The proposal may be written in a way that provides for a range of funding in order to plan for the unknown expenses.

Lisa Davey-Bates, Owner of Davey-Bates Consulting, expressed her interest in submitting a proposal to amend the DBC Contract, if the APC recommends moving forward.

Mark's was originally planning to be retired December 31<sup>st</sup> of this year. Knowing the current status of hiring a new transit manager, he has agreed to amend his contract to help minimally through March 2018.

Lisa Davey-Bates gave clarification regarding the APC Administrative Contract with DBC. The administrative contract with Lake APC was currently two years and three months into the five year contract. Originally, Lisa hoped to extend this current contract, however she has learned from various procurement trainings, that will not suffice. The maximum length of a contract should not exceed five years, therefore the APC Administrative and Planning contracts will need to go out for bid in a little over a year. If there was any concern for competition for the transit manager contract, there will be a chance for interested parties to submit proposals for the entire contract when RFPs are distributed.

*Director Parlet made a motion to request a contract amendment proposal from Davey-Bates Consulting to add the Transit Management Scope of Work, per the request of the Lake Transit Authority (LTA) Board. The motion was seconded by Director Simon and carried unanimously.*

*Roll Call Vote: Ayes (7) – Directors Simon, Perdock, Bennett, Mattina, Parlet, Leonard, and Rex Jackman (PAC); Noes (0); Abstain (0); Absent (2) -Director Smith, Vacant Member-at-Large*

## **RATIFY ACTION**

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

Vice-Chair Mattina adjourned the Policy Advisory Committee at 9:20 am and reconvened as the APC.

### **10. Consideration and Adoption of Recommendations of Policy Advisory Committee**

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

*Roll Call Vote: Ayes (7) – Directors Simon, Perdock, Bennett, Mattina, Parlet, Leonard, and Rex Jackman (PAC); Noes (0); Abstain (0); Absent (2) -Director Smith, Vacant Member-at-Large*

## **REPORTS**

### **11. Reports & Information**

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

Vice-Chair 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. Senate Bill 1 Implementation**

Phil Dow noted the Local Partnership Program was recently approved at a CTC meeting in Riverside. The allocation amounts for entities that are self-help agencies have been released. The City of Clearlake is the only agency in Lake County that will benefit from this program. The City of Clearlake is eligible for an extra \$100,000 per year. Applications to receive this funding were due Friday, December 12.

Additionally, Phil reported there is also an opportunity for these self-help agencies to apply for some competitive funding as well. It would be beneficial for the City of Clearlake to apply for the competitive funding for the Roundabout Project at Dam Road. Fortunately, for the City of Clearlake, a variety of information included in the general

self-help funding application will be helpful for the competitive application.

Other things happening in SB 1: The Active Transportation Program (ATP) added money to the available funding. Phil is participating in the guidelines committee. The next cycle will be announced in February or March and will be due late spring 2018. The ATP program focuses on bicycle and pedestrian type projects. All three local agencies in Lake County can apply for those funds. Lake APC Planning Staff just distributed the Request for Proposal (RFP) to complete the Countywide Pedestrian Facility Inventory and EFS Project. This project will help determine needs and prepare agencies for additional grant applications.

Director Mattina was curious if the Hartley Project in Lakeport would be starting sooner due to the SB 1 Funding. She recalled hearing information that supported that and wanted clarification from APC Staff. The funding for the ATP Program has almost doubled in size and available funding for the program, therefore the CTC wants the SB 1 Funding more visible and active for voters to see the results. The additional funds would first go to the fund additional projects in that area that submitted an application, but wasn't funded. Since Lake County does not have any additional projects that scored high enough to reach the level, they would be pushing funding to the approved project quicker.

*Director Smith arrived at 9:26am.*

Director Parlet is glad the funding is getting out there and hopefully voters can see the effects of their money at work. He was also curious what traction the opponents have to the repealing SB 1 Bill. Lisa noted there is substantial support to repeal, and according to a statewide opinion poll currently 54% are opposed to the increase. Once the positive effects of SB 1 are seen, perhaps the level of support will change.

Director Leonard noted a good place to find accurate information to pass along is through the CalCOG Fix our Roads website. They are very factual and have data worth sharing around the communities. Lisa also noted Rebuilding California is another good site to FAQs and other pertinent information.

Lisa noted the Trade Corridor Program could be very beneficial for the Lake 29 Expressway Project. Lisa met with Caltrans Headquarters two weeks prior, and she is working them to put together a funding plan. Lisa noted that Caltrans has been very helpful in applying for funding, and has been providing a lot of support to Lake APC staff.

## **2. Regional Transportation Plan Update**

John Speka announced the draft Regional Transportation Plan out has been out for review for a little over month. The original goal was to have it ready to approve at the December Board Meeting, but a few items arose, pushing its approval back slightly to February. One issue was proper noticing of the public hearing requirements not being met. Secondly, staff wants a final review and recommendation from the Technical Advisory Committee. John has received some important comments from Caltrans that need to be incorporated and approved.

### 3. Miscellaneous –None

#### c. Lake APC Administration Staff

1. **Next Meeting Date** – January 10, 2018 (Lower Lake)

2. **Miscellaneous** – None

#### d. Lake APC Directors

Director Parlet was curious if there was a better way to get factual data to show them what the effects will be if SB1 is repealed and squelch rumors. The goal is to get projects out to see where their money is going for transportation. Phil reminded the Board that part of the problem with transportation is that much of the projects take time, and cannot be completed quickly enough to display the value of the SB 1 funding. Luckily, Lake County has Lake 29 ready for advancement and we can point out facts, and make aware of the milestones that have been reached.

#### e. Caltrans

##### 1. Lake Caltrans Project Status Report

Jamie Mattioli, Caltrans District 1 reported on the various Lake County Projects.

- Highway 20/53 Roundabout: on schedule, completing the design phase in March. Project looks good and is expected to go out for construction this summer.
- Hartmann Roundabout: Slightly delayed due to negotiation with landowner. Agreement reached and issues settled, design phase complete. Construction remains 2018.
- Lake 29 Expressway: Caltrans is pleased to announce the 2C Section is fully funded and project is on schedule for construction in 2019. Caltrans expects to have design funds for Sections 2A and 2B through the State Transportation Improvement Program (STIP), and will be gearing up and preparing the design team for this summer. Caltrans is also working with APC Staff to apply for the SB 1 Trade Corridor Program funding for the right-of-way money. This will help keep the schedule on track, and unfortunately until right-of-way funds are secured, construction for these portions remain two years away.
- Middletown Shoulder Widening: currently in design, expected to be completed in June 2018. Currently Caltrans is issues hearing back from Lake County Special Districts. Caltrans needs to hear from them, otherwise this project is on schedule.

Director Mattina was curious if Jamie could follow up on the current safety work being completed on Hwy 175, heading to Hopland. Travelers are experiencing large delays and Director Mattina would like the status of the project.

Director Smith reported he would follow up with Special Districts after the board meeting concluded.

Lisa Davey-Bates wanted to express her appreciation and gratitude for Jamie and his dedication to Lake County. He is always pulling for projects and does amazing work. He spends a gracious amount of time educating people on the importance and value of our projects. Director Simon agrees, Jamie attends meetings and is always helpful. Thank you!!

2. **SB1/District 1 Project Map/List** – No report
  3. **Miscellaneous** – None
- 
- f. **Rural Counties Task Force**
    1. **Next Meeting Date** – January 26, 2018
  - g. **California Transportation Commission**
    1. **Next Meeting Date** – January 31 – February 1, 2018
  - h. **California Association of Councils of Governments (CalCOG)**
    1. **Regional Issues Forum & CalCOG Board Meeting** – March 14-16, 2018
  - i. **Miscellaneous** - None

**ADJOURNMENT**

The meeting was adjourned by Chair Smith at 9:47 a.m.

Respectfully Submitted,

***DRAFT***

Alexis Pedrotti  
Administrative Assistant