



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, February 16, 2017

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 17, 2016 Minutes
3. Discussion and Recommended Approval of Administrative Amendment to 2016/17 Overall Work Program (*Davey-Bates*)
4. Discussion of Draft 2017/18 Overall Work Program Project Requests (*Davey-Bates*)
5. Discussion of Unmet Transit Needs (*Barrett*)
6. Announcements and Reports
 - a. Lake APC
 - i. California's Transportation Funding Crisis and Local Impacts (*Davey-Bates*)
 - ii. Regional Transportation Plan Update (*Speka*)
 - iii. Miscellaneous
 - b. Lake Transit Authority
 - i. Transit Hub Location Plan Update (*Wall*)
 - ii. NEMT/CTSA Update (*Wall/Davey-Bates*)
 - iii. FTA 5310 Grants (*Wall*)
 - iv. Miscellaneous
 - c. Federal & State Grant Status Reports
 - i. Other Grant Updates (*All*)
 - d. Caltrans
 - i. Lake County Projects Update
 - ii. Other Updates
 - e. Miscellaneous
 - i. North State Super Region Needs Report Update (*Don*)
7. Information Packet
 - a. Record Bee- Community News Hartley Street Project (1/20/17)
 - b. 12/14/16 Lake APC Minutes
 - c. 12/14/16 LTA Minutes
 - d. 12/13/16 Lake SSTAC Minutes
 - e. 12/13/16 CTSA Ad-Hoc Committee Minutes
 - f. 2017 Proposed Lake TAC Meeting Schedule

8. Public input on any item under the jurisdiction of this agency, but which is not otherwise on the above agenda
9. Next Proposed Meeting – **March 23, 2017 (Due to conflict with CTC meeting.)**
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: November 10, 2016

List of Attachments:

- Agenda Item #2 – 11/17/16 Lake TAC Minutes (Draft)*
- Agenda Item #3 – 2016/17 Overall Work Program (OWP) Administrative Amendment*
- Agenda Item #4 – 2017/18 Overall Work Program Development*
- Agenda Item #5 – Unmet Transit Needs Staff Report*
 - a. Draft Unmet Transit Needs List*
- Agenda Item #6ai – Staff Report*
 - a. CSAC Analysis of AB 1 (Frazier)/SB 1 (Beall) bills*
 - b. Fix Our Roads AB 1/SB 1 support*
- Agenda Item #6aii – Regional Transportation Plan Update Staff Report*
 - a. 2017 RTP Workshop Highlights*
- Agenda Item #7 – Information Packet*
 - a. Record Bee- Community News Hartley Street Project (1/20/17)*
 - b. 11/17/16 Lake APC Minutes (Draft)*
 - c. 12/14/16 LTA Minutes (Draft)*
 - d. 12/13/16 SSTAC Minutes (Draft)*
 - e. 12/13/16 CTSA Ad-Hoc Committee Minutes (Draft)*
 - f. 2017 Proposed Lake TAC Meeting Schedule*



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TECHNICAL ADVISORY COMMITTEE MEETING Draft Meeting Minutes

Thursday November 17, 2016
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 Department, City of Lakeport (reported in at 10:28)
Doug Grider, Public Works Superintendent, City of Lakeport (reported in at 9:20)
Doug Herren, Public Works Director, City of Clearlake
Mark Wall, General Manager, Lake Transit Authority
Dave Carstensen, Caltrans District 1 (by telephone)

Absent

Greg Folsom, City Manager, City of Clearlake
Mireya Turner, Assistant Planner, County of Lake
Hector Paredes, California Highway Patrol

Also Present

Lisa Davey-Bates, Executive Director, Lake County/City Area Planning Council
Phil Dow, Transportation Planning, Lake County/City Area Planning Council
John Speka, Transportation Planning, Lake County/City Area Planning Council
Marta Ford, Administrative Assistant/Lake County/City Area Planning Council
James Sookne, Transportation Planning, Lake County/City Area Planning Council (by telephone)

1. Call to order

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

2. Approval of September 15, 2016 Lake APC TAC Minutes

Doug Herren made a motion to approve the September 14, 2016 minutes. The motion was seconded by Todd Mansell and carried unanimously.

3. Active Transportation Plan Update

James Sookne reported on the status of the Active Transportation Plan (ATP). He let the group know that the final draft, with the exception of the maps, is almost complete. James asked Todd to check the amounts (page 42 of the draft ATP) to provide feedback to ensure accuracy prior to taking the final draft to the board on December 14. After James includes the maps he will give a copy to the group for their review, minus Appendix A, which consists of an adopting resolution by the Board.

It was suggested for James to include a narrative on how priorities were listed. A suggestion for the additions to be included in Appendix C. Mark brought up a correction on page 18 that Lake Transit Authority was established in 1996, not 1993 and would like to have transit linkages and transit Hub referred in the plan. Another suggestion is to clarify the ADA service area in the plan to be three quarter miles away from a service area. Other questions from the group included if some of the items were realistic to mention within the plan.

Dave asked Phil to create a narrative in Appendix D on page 43 to further explain the criteria list. Lisa suggested to include the existing bike ways in order to review how the proposed ones will meet up with the existing lines.

Motion unanimously approved by the TAC to recommend approval to the APC Board of ATP document once amendments from today's meeting have been captured and the yet to be created maps have been included.

4. 2016-17 Overall Work Program

a. Work Element 614: Countywide Sign Inventory Project

Todd is to work on the RFP to get that out; Lisa volunteered to assist Todd. PPM and LTA money is involved. Doug will get an RFP and have the group look at it to make sure they have a DIR for anything over \$10,000. Lisa stated we may not need one for planning but is willing to help out throughout the process.

Todd mentioned Street Saver now has a modular for street signs. There is money from the 3-year LTA TOT Grant in the amount of \$78,000 but it may not be enough Countywide; plan to start with 3 entities. First need is to complete an inventory that the money for the grant can be used for along with the signs and installation as well. Doug stated there may also be a decrease in signs; Todd mentioned some are not necessary. Tribal monitor will be needed as well. There are different designs available on the replacements; Doug would like input from the group on them. Mark offered the Transit Criteria to include at the next meeting. Lisa let the group know the notice of the next grant approval will be early Spring.

5. 2017-18 Overall Work Program

Lisa mentioned this item should be incorporated with 6b1 on the agenda (Transit Hub Location Plan Update). LTA has been working on a project to relocate the transit hub. Security concerns were brought up by some of the businesses/schools located in the preferred location area. Mark explained that the location in mind is county owned and in a convenient location next to the Sears Store, close to Walmart, the Avenues, the community College, and the Courthouse. A plan is in place to identify mitigation measures and also to review alternative sites. It is a commitment to stakeholders to review other sites.

Doug added that he feels Mark's response to the stakeholders regarding the security issues meets their concerns. The Fire Department was in agreeance but the Police Department was unresponsive. Doug said Mark gave them what they have asked for and feels that is a good location. Suggests to work on the transient issue that is the cause for concern instead of moving the location of the site. Mark will continue to work on steps to mitigate and look at other sites just to ensure due diligence.

6. Announcements and Reports

a. Lake APC

- i. Regional Transportation Plan Update**

John gave a tentative update schedule stating the original was supposed to be done in 2015 but was pushed back due to State legislation coordinating RTPs with Housing Element updates. The new deadline is now 2017. John included a rough estimate of when the tasks will be completed and will send out a letter to go to the tribes next week. Dates will be scheduled in January and February at four different locations throughout the County (Middletown, Lucerne, Clearlake and Lakeport) to solicit public input for the update
- ii. Miscellaneous**

None.
- b. Lake Transit Authority**
 - i. Transit Hub Location Plan Update**

Lisa already spoke to this on Item 5.
 - ii. NEMT/CTSA Update**

Lisa update the group on CTSA. Phil McGuire meeting next week to establish the non-profit from the transit authority to be able to work to get more services to Lake County, hopefully by the end of the fiscal year. Lisa also mentioned Karl Parker is coordinator to Lake Links, he works well within the community and has made different kinds of funding available for non-medical emergency transportation. It was suggested to invite him to the next meeting.
 - iii. Miscellaneous**

None.
- c. Federal & State Grant Status Reports**
 - i. Active Transportation Program Update**

Good news was shared regarding a grant approval to work on a safe route to school project in Lakeport. Kevin and Todd to get information on potential areas as evidence. Hartley Road has a lack of sidewalks and areas with curvatures through the road that are not safe. Lisa gave kudos to Phil on the work he conducted during this process. The project scored high with an 85. It will be a couple of years until the next cycle for this grant goes out. Phil mentioned that it was a group effort on getting the grant and it was a surprise that it went through (good work team!)
 - ii. Sustainable Planning Grant Update**

John told the group that there was a couple of applications. The first was recycled from last year for a Bus Passenger Facilities Plan. He took Caltrans grading comments from last year's application then added language to improve its chances of succeeding in this year's cycle. The requested amount was for \$131,000. The second application was for a Pedestrian Facilities Inventory grant in the amount of \$184,500 to identify needs, priorities and costs for sidewalk projects throughout the County and two cities. Lisa said one of the things will be GIS current facilities. Todd added that goes with the ADA transition plans that are required.

iii. Other Grant Updates

None.

d. Caltrans

i. Lake County Project Updates

Dave Carstensen referred to an updated list of current Caltrans projects in the region and reported that advertising of #4 (curb ramps and sidewalks on Highway 20 between Lucerne and Highway 53) on the list of Caltrans projects has been bumped out until next summer. Another one to begin next summer (#12) will involve an ADA overcrossing project in Lakeport Boulevard. Any concerns should be brought up with the project manager, Jaime Matteoli, in a timely manner. Completed St. Helena bridge and another project along the north shore.

Dave noted that he hopes both Sustainable Transportation Planning grants are successful and that Lisa Hockaday will be working with the one involving pedestrian facilities, which is good because she is an advocate for bike and ped projects overall.

ii. Other Updates

None.

e. Miscellaneous

i. North State Super Regional Needs Report

Phil reported on the recent North State Super Regional (NSSR) in Yreka. Based on comments from past CalCOG meetings which suggested that transportation needs affecting interconnected rural regions should be brought to the State's attention, Phil asked the NSSR if they would like to go in on a write up for a major project that would demonstrate how larger interregional needs could be met if capital money were made available. The intention would be to look at regional projects such as airports, transit, highway or bike and ped linkages, etc. with the understanding that individual local streets and roads are generally in need of funding as well. Modoc County was the only one that responded to date. One possibility would be a project linking transit from remote rural areas down the I-5 corridor (e.g. Redding, Lake County to I-5, Modoc to Redding, etc.) to Sacramento Airport with the other counties linking up if warranted. Other similar projects could be considered with projects in Lake County highlighted as well. Phil stated the report is to go to CTC, hopefully completed in January. The report will include items such as why it is a regional issue, that it needs to be funded, and how it will affect more than one area (county). Overall it would be more effective to have the CTC advocate for such funding than the rural counties themselves.

ii. Miscellaneous

Lisa mentioned that James is looking into submitting an application for a readiness plan for charging stations; Highway 20 was identified as an area of need. Doug mentioned it is already something that has been included in a plan for Austin Park

(in Clearlake). Kevin also mentioned one being looked at in Library Park (in Lakeport).

Kevin asked how the workshop went on SB743 that Loretta Ellard held in recent weeks. Kevin expressed concern that because Lakeport did not have its own Climate Action Plan that developers would someday be burdened with preparing studies to comply with SB743 to meet CEQA standards. Otherwise, Lake County does not currently have a baseline on Greenhouse Gas Emissions (GHG) in order to evaluate how a proposed project will impact the environment.

7. **Information Packet**
 - a. **9/14/16 Lake APC Minutes**
 - b. **9/14/16 LTA Minutes**

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

None.

9. **Next Proposed Meeting** – January 26, 2017

10. **Adjourn Meeting**

Meeting adjourned at 11:13 a.m.

Respectfully Submitted,

(Draft)

John Speka
Lake APC Transportation Planning



LAKE COUNTY/CITY AREA PLANNING COUNCIL

LAKE TAC STAFF REPORT

TITLE: 2016/17 Overall Work Program (OWP)
Administrative Amendment

DATE PREPARED: February 9, 2017
MEETING DATE: February 16, 2017

SUBMITTED BY: Lisa Davey-Bates, Executive Director

BACKGROUND:

The 2nd Quarter Caltrans Status Report was recently completed, which includes all expenditures for projects in the 2016/17 Overall Work Program through December 31, 2016. After completing the status report, staff felt it was important to complete a balance sheet for all agencies who are claiming funds through the OWP. After evaluating the balance sheet, which is attached for your review, it became evident that there are elements in need of attention, and possibly an amendment.

Due to timelines that are set forth by the various funding agreements, there are concerns that that if the funds are not expended by the end of this fiscal year that they are at risk of being returned back to the state. With over 50% of the fiscal year completed, staff felt it was important to evaluate the progress on projects and work elements in the OWP.

To gain a better understanding of why some of the work elements still have high balances, staff is reaching out to the Lake TAC members to assist with reprogramming a few work elements in order to prevent the loss of funds at the end of the fiscal year. The following elements that fall into that category:

- Work Element 602: Transit Service Reliability & Performance
- Work Element 606: Speed Zone Studies
- Work Element 614: Countywide Sign Inventory Project
- Work Element 616: Training

After discussion with Lake TAC members, staff will submit an *administrative* amendment to Caltrans District 1 staff for approval. A *formal* amendment is not required since the amount of total funding or the scope of work will not change with the work elements that are mentioned above.

ACTION REQUIRED: Formal action is not required, however Lake APC staff would like a recommendation on reprogramming various work elements to avoid a loss of funding at the end of this Fiscal Year.

ALTERNATIVES: None offered.

RECOMMENDATION: After dialog with APC staff and Lake TAC members, provide recommendation on administrative amendment to prevent loss of funding in 2016/17 Work Program.

**2016/17 WORK PROGRAM
YEAR-TO-DATE BALANCE OF EXPENDITURES**

Work Element:	Claimant Name:	Claimant Name	Funding Source				Total	
			RPA	PPM	LTF	Other		
600: Regional Planning & Intergovern. Coordination	County of Lake DPW	Total Allocations:	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	
		Year-to-Date Expenditures:	\$2,871.34	\$0.00	\$0.00	\$0.00	\$2,871.34	
		Balance:	\$2,128.66	\$0.00	\$0.00	\$0.00	\$2,128.66	
	City of Clearlake	Total Allocations:	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	
		Year-to-Date Expenditures:	\$1,261.28	\$0.00	\$0.00	\$0.00	\$1,261.28	
		Balance:	\$238.72	\$0.00	\$0.00	\$0.00	\$238.72	
	APC Staff	Total Allocations:	\$122,729.00	\$0.00	\$0.00	\$0.00	\$122,729.00	
		Year-to-Date Expenditures:	\$48,059.79	\$0.00	\$0.00	\$0.00	\$48,059.79	
		Balance:	\$74,669.21	\$0.00	\$0.00	\$0.00	\$74,669.21	
	Other	Total Allocations:	\$0.00	\$0.00	\$2,959.00	\$0.00	\$2,959.00	
		Year-to-Date Expenditures:	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	
		Balance:	\$0.00	\$0.00	\$959.00	\$0.00	\$959.00	
	601: Transit Planning	APC Staff	Total Allocations:	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00
			Year-to-Date Expenditures:	\$2,799.05	\$0.00	\$0.00	\$0.00	\$2,799.05
			Balance:	\$2,200.95	\$0.00	\$0.00	\$0.00	\$2,200.95
Transit Manager		Total Allocations:	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$5,000.00	
		Year-to-Date Expenditures:	\$2,500.00	\$0.00	\$1,847.07	\$0.00	\$4,347.07	
		Balance:	\$0.00	\$0.00	\$652.93	\$0.00	\$652.93	
602: Transit Service Reliability & Performance Monitoring * Expiring RPA Funds	Transit Manager	Total Allocations:	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	
		Year-to-Date Expenditures:	\$0.00	\$1,385.33	\$0.00	\$0.00	\$1,385.33	
		Balance:	\$0.00	\$614.67	\$0.00	\$0.00	\$614.67	
	Other / Consultants	Total Allocations:	\$28,500.00	\$0.00	\$0.00	\$0.00	\$28,500.00	
		Year-to-Date Expenditures:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		Balance:	\$28,500.00	\$0.00	\$0.00	\$0.00	\$28,500.00	
603: ATP Plan	APC Staff	Total Allocations:	\$5,262.00	\$0.00	\$0.00	\$0.00	\$5,262.00	
		Year-to-Date Expenditures:	\$5,262.00	\$0.00	\$0.00	\$0.00	\$5,262.00	
		Balance:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
	Other / Consultants	Total Allocations:	\$0.00	\$0.00	\$402.00	\$0.00	\$402.00	
		Year-to-Date Expenditures:	\$0.00	\$0.00	\$402.00	\$0.00	\$402.00	
		Balance:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
604: Lake County Project Reserve	Reserve	Total Allocations:	\$0.00	\$0.00	\$8,134.00	\$0.00	\$8,134.00	
		Year-to-Date Expenditures:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		Balance:	\$0.00	\$0.00	\$8,134.00	\$0.00	\$8,134.00	
605: Federal & State Grant Prep. & Monitoring	County of Lake DPW	Total Allocations:	\$0.00	\$10,000.00	\$5,000.00	\$0.00	\$15,000.00	
		Year-to-Date Expenditures:	\$0.00	\$7,753.25	\$0.00	\$0.00	\$7,753.25	
		Balance:	\$0.00	\$2,246.75	\$5,000.00	\$0.00	\$7,246.75	
	City of Clearlake	Total Allocations:	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	
		Year-to-Date Expenditures:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
		Balance:	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	
	APC Staff	Total Allocations:	\$23,500.00	\$0.00	\$1,451.00	\$0.00	\$24,951.00	
		Year-to-Date Expenditures:	\$9,238.67	\$0.00	\$0.00	\$0.00	\$9,238.67	
		Balance:	\$14,261.33	\$0.00	\$1,451.00	\$0.00	\$15,712.33	
	Other / Consultants	Total Allocations:	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	
		Year-to-Date Expenditures:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

		Balance:	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00
606: Speed Zone Studies - County	APC Staff	Total Allocations:	\$12,500.00	\$0.00	\$0.00	\$0.00	\$12,500.00
		Year-to-Date Expenditures:	\$428.70	\$0.00	\$0.00	\$0.00	\$428.70
		Balance:	\$12,071.30	\$0.00	\$0.00	\$0.00	\$12,071.30
	Other/Direct Exp:	Total Allocations:	\$0.00	\$0.00	\$233.00	\$0.00	\$233.00
		Year-to-Date Expenditures:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		Balance:	\$0.00	\$0.00	\$233.00	\$0.00	\$233.00
607: Special Studies	County of Lake	Total Allocations:	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$10,000.00
	DPW	Year-to-Date Expenditures:	\$5,000.00	\$0.00	\$2,485.87	\$0.00	\$7,485.87
		Balance:	\$0.00	\$0.00	\$2,514.13	\$0.00	\$2,514.13
	City of Clearlake	Total Allocations:	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00
		Year-to-Date Expenditures:	\$0.00	\$0.00	\$4,966.29	\$0.00	\$4,966.29
		Balance:	\$0.00	\$0.00	\$33.71	\$0.00	\$33.71
	City of Lakeport	Total Allocations:	\$0.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00
		Year-to-Date Expenditures:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		Balance:	\$0.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00
	APC Staff	Total Allocations:	\$15,000.00	\$0.00	\$7,500.00	\$0.00	\$22,500.00
		Year-to-Date Expenditures:	\$3,422.79	\$0.00	\$0.00	\$0.00	\$3,422.79
		Balance:	\$11,577.21	\$0.00	\$7,500.00	\$0.00	\$19,077.21
	Other	Total Allocations:	\$0.00	\$0.00	\$526.00	\$0.00	\$526.00
		Year-to-Date Expenditures:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		Balance:	\$0.00	\$0.00	\$526.00	\$0.00	\$526.00
608: Planning, Programming & Monitoring	County of Lake	Total Allocations:	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00
		Year-to-Date Expenditures:	\$9,741.85	\$0.00	\$0.00	\$0.00	\$9,741.85
		Balance:	\$258.15	\$0.00	\$0.00	\$0.00	\$258.15
	City of Clearlake	Total Allocations:	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00
		Year-to-Date Expenditures:	\$630.64	\$0.00	\$0.00	\$0.00	\$630.64
		Balance:	\$1,869.36	\$0.00	\$0.00	\$0.00	\$1,869.36
	APC Staff	Total Allocations:	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00
		Year-to-Date Expenditures:	\$6,094.27	\$0.00	\$0.00	\$0.00	\$6,094.27
		Balance:	\$3,905.73	\$0.00	\$0.00	\$0.00	\$3,905.73
609: Lake Transit Hub Location Plan	Transit Manager	Total Allocations:	\$0.00	\$0.00	\$157.00	\$1,213.00	\$1,370.00
		Year-to-Date Expenditures:	\$0.00	\$0.00	\$76.72	\$592.06	\$668.78
		Balance:	\$0.00	\$0.00	\$80.28	\$620.94	\$701.22
	APC Staff	Total Allocations:	\$0.00	\$0.00	\$233.00	\$1,730.00	\$1,963.00
		Year-to-Date Expenditures:	\$0.00	\$0.00	\$137.62	\$1,062.18	\$1,199.80
		Balance:	\$0.00	\$0.00	\$95.38	\$667.82	\$763.20
	Consultant / Other	Total Allocations:	\$0.00	\$0.00	\$3,884.00	\$27,002.00	\$30,886.00
		Year-to-Date Expenditures:	\$0.00	\$0.00	\$1,651.23	\$10,668.34	\$12,319.57
		Balance:	\$0.00	\$0.00	\$2,232.77	\$16,333.66	\$18,566.43
610: Non-Motorized Transportation	APC Staff	Total Allocations:	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00
		Year-to-Date Expenditures:	\$1,403.76	\$0.00	\$0.00	\$0.00	\$1,403.76
		Balance:	\$8,596.24	\$0.00	\$0.00	\$0.00	\$8,596.24
611: Pavement Management Program Inventory Update	Other / Consultants	Total Allocations:	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00
		Year-to-Date Expenditures:	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00
		Balance:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
612: Countywide	City of Clearlake	Total Allocations:	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00

GIS Support Services		Year-to-Date Expenditures:	\$0.00	\$0.00	\$618.10	\$0.00	\$618.10
		Balance:	\$0.00	\$0.00	\$1,881.90	\$0.00	\$1,881.90
	Direct Expenses	Total Allocations:	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00
		Year-to-Date Expenditures:	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00
		Balance:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
613: Transportation Information Outreach	APC Staff	Total Allocations:	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00
		Year-to-Date Expenditures:	\$0.00	\$0.00	\$445.32	\$0.00	\$445.32
		Balance:	\$0.00	\$0.00	\$1,554.68	\$0.00	\$1,554.68
	Other / Consultants	Total Allocations:	\$0.00	\$0.00	\$967.00	\$0.00	\$967.00
		Year-to-Date Expenditures:	\$0.00	\$0.00	\$75.00	\$0.00	\$75.00
		Balance:	\$0.00	\$0.00	\$892.00	\$0.00	\$892.00
614: Countywide Sign Inventory Project	County of Lake - DPW	Total Allocations:	\$0.00	\$7,000.00	\$0.00	\$0.00	\$7,000.00
		Year-to-Date Expenditures:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		Balance:	\$0.00	\$7,000.00	\$0.00	\$0.00	\$7,000.00
	City of Clearlake	Total Allocations:	\$0.00	\$1,500.00	\$0.00	\$0.00	\$1,500.00
		Year-to-Date Expenditures:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		Balance:	\$0.00	\$1,500.00	\$0.00	\$0.00	\$1,500.00
	City of Lakeport	Total Allocations:	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00
		Year-to-Date Expenditures:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		Balance:	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00
	Consultant	Total Allocations:	\$0.00	\$62,613.00	\$12,387.00	\$0.00	\$75,000.00
		Year-to-Date Expenditures:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		Balance:	\$0.00	\$62,613.00	\$12,387.00	\$0.00	\$75,000.00
615: RTP Update	APC Staff	Total Allocations:	\$42,000.00	\$0.00	\$0.00	\$0.00	\$42,000.00
		Year-to-Date Expenditures:	\$12,134.97	\$0.00	\$0.00	\$0.00	\$12,134.97
		Balance:	\$29,865.03	\$0.00	\$0.00	\$0.00	\$29,865.03
	Direct Expenses	Total Allocations:	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00
		Year-to-Date Expenditures:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		Balance:	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00
616: Training * Expiring RPA Funds	APC Staff	Total Allocations:	\$0.00	\$0.00	\$5,844.00	\$0.00	\$5,844.00
		Year-to-Date Expenditures:	\$0.00	\$0.00	\$1,012.28	\$0.00	\$1,012.28
		Balance:	\$0.00	\$0.00	\$4,831.72	\$0.00	\$4,831.72
	Direct Expenses	Total Allocations:	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00
		Year-to-Date Expenditures:	\$4,900.00	\$0.00	\$0.00	\$0.00	\$4,900.00
		Balance:	\$5,100.00	\$0.00	\$0.00	\$0.00	\$5,100.00
Totals for all Work Elements:	Total Allocations for FY 2016/17:	\$312,991.00	\$90,113.00	\$72,177.00	\$29,945.00	\$505,226.00	
	YTD Expenditures for FY 2016/17:	\$115,749.11	\$15,138.58	\$16,217.50	\$12,322.58	\$159,427.77	
	Balance Remaining for FY 2016/17:	\$197,241.89	\$74,974.42	\$55,959.50	\$17,622.42	\$345,798.23	

Balanced to 2nd Quarter Invoices & 1st Amendment to OWP.

updated: 2/9/17 ajp



LAKE COUNTY/CITY AREA PLANNING COUNCIL TAC STAFF REPORT

TITLE: 2017/18 Overall Work Program Development

DATE PREPARED: 2/09/17

MEETING DATE: 2/16/17

SUBMITTED BY: Lisa Davey-Bates, Executive Director

BACKGROUND:

The first week of January 2017 you should have received a memorandum informing you of the available funding levels and timelines proposed for the development of the 2017/18 Overall Work Program. In that memo, I requested project applications be submitted to Lake APC staff by January 31, 2017.

A spreadsheet is attached to this staff report as an initial list of potential work elements to be considered for 2017/18 Work Program. Staff developed this list based on discussions with Lake TAC members and Mark Wall, Lake Transit Authority, General Manager.

In Fiscal Year 2017/18, Local Transportation Funds (LTF) and Rural Planning Assistance (RPA) funding remain consistent, while Planning, Programming and Monitoring (PPM) has increased by \$8,000 to \$76,000. Reserve funding in the amount of \$8,134 is also available, which was set-aside in last year's work program in hopes of funding one larger project in the 2017/18 OWP.

Total funds in the amount of \$428,134 are anticipated for next fiscal year. Lake APC is obligated to fulfill funding for the Dow & Associates planning contract (plus adjustments for CPI increases) in the amount of \$252,996 prior to programming funds for other uses. The initial summary of requests for all projects total \$528,996, which is just over \$100,000 of the available funding for this year's OWP.

The project list will be updated based on the outcome of the discussion during the February 16th Lake TAC meeting. Preferred projects that are recommended at the TAC meeting will be included in the Draft Work Program which is due to Caltrans March 1st. Because of the short time frame, and the fact that there will be few new projects to discuss, the draft document will be submitted to Caltrans prior to the next Lake TAC meeting. Lake APC staff will email the draft 2017/18 OWP to the Lake TAC for comments prior to submitting the document to Caltrans staff.

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

ACTION REQUIRED: Discuss proposed work elements and provide input on development of Draft 2017/18 OWP.

ALTERNATIVES: None.

RECOMMENDATION: Provide input on development of Draft 2017/18 OWP.

LAKE COUNTY 2017/18 WORK PROGRAM SUMMARY OF REQUESTS BY WORK ELEMENT

WE	Title	County Plng	Lake DPW	Lakeport	Clearlake	APC Staff Consultant	Transit Manager	Other	Total Costs
600	Regional Planning & Intergovernmental Coordination	\$ -	\$ 5,000	\$ -	\$ 3,000	\$ 130,000	\$ -	\$ 2,000	\$ 140,000
601	Transit Planning	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 6,000	\$ -	\$ 11,000
602	Transit Service Reliability & Performance Monitoring	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 12,500	\$ 14,500
603	Transit Asset Management Plan (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 5,000		\$ 25,000	\$ 30,000
604	Countywide Sign Inventory Project (<i>Carryover -TBD</i>)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
605	Federal & State Grant Preparation	\$ -	\$ 15,000	\$ -	\$ 2,000	\$ 24,496	\$ -	\$ -	\$ 41,496
606	Speed Zone Study - (NEW)	\$ -		\$ -	\$ -	\$ 12,500	\$ -	\$ -	\$ 12,500
607	Special Studies	\$ -	\$ 15,000	\$ -	\$ 5,000	\$ 21,500	\$ -	\$ -	\$ 41,500
608	Planning, Programming, & Monitoring	\$ -	\$ 15,000	\$ -	\$ 5,000	\$ 20,000	\$ -	\$ -	\$ 40,000
609	Lake Transit ADA Plan (NEW)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ 35,000
610	Non-Motorized Transportation	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ 10,000
611	Pavement Management Program Update (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ 125,000	\$ 130,000
612	Countywide Technology Support Services	\$ -	\$ -	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ 3,000
613	Transportation Information Outreach	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ -	\$ 500	\$ 2,500
614	Training	\$ -	\$ -	\$ -	\$ -	\$ 2,500	\$ -	\$ -	\$ 2,500
615	Regional Transportation Plan Update (<i>Carryover</i>)	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ -	\$ 15,000
Totals		\$ -	\$ 50,000	\$ -	\$ 18,000	\$ 252,996	\$ 8,000	\$ 200,000	\$ 528,996

Estimated 2017/18 Funding Available	
Local Transportation Funds (Approximate)	\$50,000
Planning, Programming & Monitoring – 2016/17 Funds	\$76,000
Rural Planning Assistance – 2016/17	\$294,000
LTF Carryover	TBD
RPA Carryover	TBD
PPM Carryover	TBD
Federal/State Grant Carryover	TBD
Reserve Funding – 2016/17 Work Program	\$8,134
Totals	\$428,134
Requests versus Estimated Funding (+/-)	\$100,862

Dow & Associates Contract \$244,442 + 2015/16 CPI (1.47%) Increase \$3,593.30 +
 Estimated 2016/17 CPI Increase (2%) \$4,960.71 = **\$252,996**



LAKE COUNTY/CITY AREA PLANNING COUNCIL TAC STAFF REPORT

TITLE: Unmet Transit Needs Discussion & Input

DATE PREPARED: 02/09/17

MEETING DATE: 02/16/17

SUBMITTED BY: Nephele Barrett, Program Manager

BACKGROUND: The Unmet Transit Needs Process is a requirement of the Transit Development Act (TDA) prior to a region using any Local Transportation Funds (LTF) for streets and roads purposes. Although the APC does not allocate any LTF funds for streets and roads purposes, the process is still recommended and provides an opportunity to formalize the process of identifying potential transit needs and opportunities for Lake Transit Authority to meet those needs if feasible.

The FY 17/18 Unmet Transit Needs Process began in December of 2016 when the SSTAC met and developed a list of potential unmet transit needs (attached). The intent of the discussion at this meeting is to allow the TAC members an opportunity to identify potential unmet needs before the APC takes action to determine if any items on the list qualify as unmet transit needs. The APC has already held a public hearing to allow public input on the draft list and no comments were received. Typically, the TAC weighs in on the list prior to that public hearing, but due to cancellation of the January TAC meeting, that was not possible. However, the APC did postpone action on the list to allow the TAC opportunity to provide input.

Following input from the TAC, the following steps remain in this year's Unmet Transit Needs process:

March 2017 APC makes finding that (a) there are no needs that meet the definition of an unmet transit need, or (b) there are unmet transit needs and they will be directed to LTA and the SSTAC for further review and analysis.

April 2017 LTA analyzes needs to determine if any are reasonable to meet based on the approved definition.

May 2017 SSTAC reviews LTA's findings and makes a recommendation to the APC.

May 2017 APC makes a finding that either (a) there are no unmet transit needs that are reasonable to meet, or (b) there are unmet transit needs that are reasonable to meet. If needs are found to be reasonable to meet, then funding of those needs will become part of the budgeting and transit allocation process. Even if none of the needs are found to be reasonable to meet, LTA may still wish to make service adjustments in order address concerns.

ACTION REQUIRED: Discuss known potential Unmet Transit Needs for inclusion on the list.

ALTERNATIVES: None.

RECOMMENDATION: Discuss known potential Unmet Transit Needs to be included in the list that will be considered by the APC Board.

Lake County FY 2017/18 Potential Unmet Transit Needs
Developed by Social Services Transportation Advisory Council
12/14/16

(Not in order of priority)

Transit Service Needs

1. **Medical trips to Saint Helena Clearlake and Sutter Health Lakeside.** There may be an opportunity for funding partnerships with these health centers. Saint Helena Clearlake has been providing some service, however, based on the rate of non-emergency ambulance calls, there appears to still be a need.
2. **Eastbound service to Spring Valley and further east, allowing people to connect with service to the Sacramento area.** Currently, the closest connection is at the Cache Creek Casino. There may be an opportunity to fund this service with FTA 5311f funding.
3. **Non Emergency Medical Transportation in outlying areas.** This would serve areas beyond one mile from fixed routes, and vehicles need to include wheelchair lifts.
4. **Non Emergency Medical Transportation to out of county locations.** This is needed for both adults and children. There is a particular need for transport to Santa Rosa and San Francisco.
5. **Expanded transit service and Mobility Training to accommodate job placement for developmentally disabled.** New enhanced requirements for competitive integrated job placement will be implemented soon necessitating transportation to and from jobs, potentially outside of normal transit operating hours. It is likely that demand response service would be needed to fit this potential need.



LAKE COUNTY/CITY AREA PLANNING COUNCIL TAC STAFF REPORT

TITLE: Transportation Funding Crisis

DATE PREPARED: 02/02/17

MEETING DATE: 02/16/17

SUBMITTED BY: Lisa Davey-Bates, Executive Director

BACKGROUND:

As you most, or all, of you are aware, in the fall of 2015, Governor Brown called a special Legislative session to address the transportation funding crisis in California. Several bills were introduced and amended, but the end result was that the special session ended last November without a successful funding package.

In this year's legislative session, State Senator Beall was quick to introduce Senate Bill 1 to continue the effort to provide more funding for transportation needs. Assembly Member Frazier introduced Assembly Bill 1. Both bills will produce the same amount of revenues at full implementation, but revenues are collected in a different manner and there are variations in distribution as well. It would be expected that if both bills emerge, a conference committee would be called to work out these differences. These bills would generate \$4.93 billion for roads in California, resulting in millions of dollars to the County and hundreds of thousands annually for city streets.

Approximately one year ago, staff of the Lake APC signed on with the Fix Our Roads Coalition. The Coalition was formed to send a united message to the Legislature of the transportation funding crisis and need for additional revenues. I participated in a teleconference organized through the Coalition on February 1st. Several people spoke on the benefits of either one of the transportation bills and urged agencies to contact their local legislators for their support.

I have provided two attachments to this staff report: a revenues and expenditures summary of AB 1 and SB 1, which was created by CSAC; and of synopsis of AB 1 and SB 1 which was developed by the Fix our Roads Coalition. Both were presented at the Lake APC Board meeting.

Direction was given to Lake APC staff by the Board of Directors to prepare letters of support to Senator McGuire and Assembly Member Cecilia Aguiar-Curry. Staff is also encouraging local agencies to contact their legislators if they haven't already done so.

ACTION REQUIRED: None, informational only.

ALTERNATIVES: Information only.

RECOMMENDATION: Support Assembly Bill 1 and Senate Bill 1 and direct staff to prepare letters of support.



**AB 1 (Frazier)/SB 1 (Beall): Transportation Funding/Reform
CSAC Revenue and Expenditure Analysis**

1100 K Street
Suite 101
Sacramento
California
95814

Telephone
916.327.7500
Facsimile
916.441.5507

All revenue and expenditure estimates are based of full implementation of these funding/reform packages which occurs in year five. If adopted in 2017, full implementation would occur in FY 2021-22.

REVENUES

New Revenues

Maintenance & Rehabilitation Investments - \$3.12 billion annually

- Gas tax increase of 12-cents, which generates \$1.8 billion annually
 - AB 1 levies the entire increase in year one
 - SB 1 levies the increase in increments over three years (6-cents in year one, 9-cents in year two, and 12-cents in year three)
 - Gas tax revenues deposited into the Road Maintenance and Rehabilitation Account (RMRA)
 - SB 1 would capture off-highway vehicle (OHV) increment from new gas tax for RMRA, whereas AB 1 maintains current practice of sending OHV related share to OHV accounts
 - Indexed for inflation every three years
- Vehicle registration fee (VRF) of \$38, which generates \$1.3 billion annually
 - Deposited into the RMRA
 - Indexed for inflation every three years
- Zero emission vehicle registration fee (ZVRF) of \$100 (SB 1) or \$165 (AB 1), which would generate approximately \$20 million annually
 - Deposited into the RMRA
 - Indexed for inflation every three years

Freight Investments - \$600 million annually

- 20-cent diesel excise tax, which generates \$600 million annually
 - Deposited into the Trade Corridors Improvement Fund (TCIF)
 - Indexed for inflation every three years

Transit Investments - \$563 million annually

- Up to a 4% increase in the sales tax on diesel, which generates approximately \$263 million annually
 - Deposited into the State Transit Assistance Account (STA)
 - Allocated via the Public Transportation Account (PTA) formula
 - AB 1 increases the rate by 3.5% all for the STA/PTA allocation
 - SB 1 increases the rate by 4%, 3.5% which benefits the STA/PTA formula and 0.5% benefits the Transit and Intercity Rail Corridor Program (TIRCP)
- Increase existing cap and trade expenditures, which generates approximately \$300 million annually
 - From 10% to 20% of total cap and trade auction proceeds for the TIRCP
 - From 5% to 10% of total cap and trade auction proceeds for the Low Carbon Transit Operations Program (LCTOP)

TOTAL NEW REVENUE GENERATED FOR ALL INVESTMENT CATEGORIES:

\$4.28 BILLION

Restored/Returned Revenues

Maintenance & Rehabilitation Investments - \$1.81 billion annually

- \$500 million in truck weight fees
 - Directed to the Highway User Tax Account (HUTA)
 - Allocated via the 44 STIP/44 LSR/12 SHOPP split
 - AB 1 would phase in a specific dollar amount to be returned to transportation projects whereas SB 1 would phase in a certain percentage of weight fee revenue. AB 1 would cap the weight fee transfer to the General Fund to \$500 million in FY 2021-22 and SB 1 would cap the transfer to 50% of total weight fee revenue collected in FY 2021-22. Depending on how much weight fee revenue is collected in any given year one approach could return more back to transportation projects than another but it's difficult to predict.
- Eliminate the annual BOE adjustment of the price-based excise tax, reset the rate to 17.3-cents, which would generate \$1.125 billion over FY 2016-17 anticipated revenues
 - Directed to the HUTA
 - Allocated via the 44/44/12 split
- Return \$125 million in price-based revenues related to the sale of fuel for non-highway purposes (Off-Highway Vehicles)
 - Directed to the HUTA
 - Allocated via the 44/44/12 split
- Return \$60 million in miscellaneous transportation revenues
 - Directed to the RMRA
 - Allocated via the 50 state/50 local split after off-the top set-aside

TOTAL RESTORED/RETURNED REVENUE GENERATED FOR ALL INVESTMENT CATEGORIES: \$1.81 BILLION

One-Time Revenues

Maintenance & Rehabilitation Investments

- \$703 million in transportation loans
 - Split 50/50 between the state/locals

TOTAL ONE-TIME REVENUES GENERATED FOR ALL INVESTMENT CATEGORIES: \$703 MILLION

TOTAL NEW REVENUE GENERATED FOR ALL INVESTMENT CATEGORIES:	\$4.28 BILLION
TOTAL RESTORED/RETURNED REVENUE GENERATED FOR ALL INVESTMENT CATEGORIES:	\$1.81 BILLION
GRAND TOTAL ON-GOING REVENUE FOR ALL INVESTMENT CATEGORIES:	\$6.09 BILLION

EXPENDITURES BY ACCOUNT FOR ROAD PURPOSES

Road Maintenance and Rehabilitation Account (RMRA)

- Receives \$3.18 billion from new and returned/restored revenue annually:
 - \$3.12 billion from new revenues (gas tax, VRF, ZVRF)
 - \$60 million from returned revenues (miscellaneous revenues)
- Take-downs before formula allocation:
 - \$200 million annually for the State Local Partnership Program (SLPP)
 - \$80 million annually for the Active Transportation Program (ATP)
 - \$30 million annually for 4-years to establish the Advanced Mitigation Program (not reflected in calculations throughout analysis as this take-down will cease in year five/full implementation)
 - \$2-5 million annually for the CSU/UC transportation centers (SB 1 would allocated \$2 million for the UC system only whereas AB 1 would allocated \$2 million for the UC system and \$3 million for the CSU system)
- Remainder for formula allocation:
 - \$2.9 billion
 - Remainder split 50 state/50 local
 - \$1.45 for the SHOPP
 - \$1.45 billion for LSR

TOTAL GENERATED FOR RMRA:

\$3.18 BILLION

Highway User Tax Account (HUTA)

- Receives \$1.75 billion from returned/restores revenues annually:
 - \$1.125 billion from resetting the price-based excise tax rate
 - \$500 million in truck weight fees
 - \$125 million from OHV related price-based excise tax revenue
- Formula allocations:
 - 44% STIP/44% LSR/12% SHOPP
 - \$770 million for the STIP
 - \$770 million for LSR
 - \$21 million for the SHOPP

TOTAL GENERATED FOR HUTA:

\$1.75 BILLION

TOTAL GENERATED FOR RMRA:

\$3.18 BILLION

TOTAL GENERATED FOR HUTA:

\$1.75 BILLION

GRAND TOTAL ON-GOING REVENUE FOR ROAD PURPOSES CATEGORIES:

\$4.93 BILLION

EXPENDITURES BY SYSTEM FOR ROAD PURPOSES

Local Streets and Roads

- \$2.22 billion annually
 - \$1.45 billion annually from new/returned revenue from the RMRA
 - \$770 million annually from restores/returned revenue from the HUTA
- Potential LSR benefits from \$200 million SLPP and \$80 million ATP
- One time revenue of \$352 million from transportation loan repayment

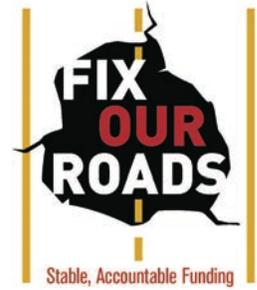
State Highways Operations and Protection Program

- \$1.47 billion annually
 - \$1.45 billion annually from new/returned revenue from the RMRA
 - \$21 million annually from restores/returned revenue from the HUTA
- Potential State Highways benefits from \$200 million SLPP and \$80 million ATP
- One time revenue of \$352 million from transportation loan repayment

State Transportation Improvement Program

- \$770 million annually
- Potential State Highways benefits from \$200 million SLPP and \$80 million ATP

Fix California Roads Now. We all pay the more they delay.



California legislators must uphold their [promise](#) and pass a long-term, dedicated transportation funding package in early 2017 that includes additional funding for transportation, coupled with strong accountability reforms to ensure funds are spent fixing our roads. The need is immense and urgent. The more legislators delay, the more motorists pay. **The Fix Our Roads Coalition (FOR) supports SB 1 (Beall) and AB 1 (Frazier), coupled with constitutional protections to ensure transportation funds can only be spent on transportation projects and fixing roads.**

SB 1 and AB 1 will provide:

- **New revenues for transportation.** Though not identical, both **SB 1 and AB 1** are long-term transportation reform and funding packages that contain new revenues to make road safety improvements, fill potholes and repair local streets, highways, bridges and overpasses. Both bills would raise at least \$6 billion when fully phased in, which is what is needed to make a dent in the maintenance backlog. The new maintenance revenues will be split equally between state and local roads.
- **Strong accountability provisions.** **SB 1 and AB 1** include provisions to streamline projects by cutting bureaucratic redundancies and red tape to ensure transportation funds are spent efficiently and effectively. Both bills give more independence to the California Transportation Commission and establish the independent office of Transportation Inspector General to perform audits, improve efficiency and increase transparency.
- **SB1/AB1 should be coupled with strong constitutional protections.** The FOR coalition supports a constitutional amendment which prevents the state Legislature from using any new revenues for anything except road maintenance, improvement, and transportation projects. These new accountability requirements should move through the Legislature in conjunction with **SB 1 and AB1**.

The time to act is now. The need is undeniable, and delays just cost us more:

- It has been **23 years since California has increased funding for transportation.** As a result, road repairs now receive only 50% of the funding they did back in 1994. Inflation, more fuel efficient cars, and electric and hybrid vehicles have eroded transportation funding over the years.
- It costs **eight times more to fix a road than to maintain it.** (CalTrans State of the Pavement, 2015)
- The poor condition of California streets and roads **costs the average driver \$762 annually** in maintenance costs. (National Transportation Research Group-TRIP, 7/15)
- CA drivers are paying **\$53.6 billion** annually in additional car repairs, congestion delays and traffic crashes due to poorly maintained roads. (TRIP, 8/16)
- There is a **backlog of \$130 billion in needed repairs** (\$59 billion state highways; \$73 billion local streets and roads)
- A total of **25 percent of California bridges show significant deterioration** and need to be repaired or replaced. (TRIP, 8/16)

To read the Fix Our Roads Coalition Seven Policy Principles visit www.FixCaRoads.com/#priorities-header

We all pay the more they delay. #FixCARoads



LAKE COUNTY/CITY AREA PLANNING COUNCIL TAC STAFF REPORT

TITLE: RTP Workshop Update

DATE PREPARED: 2/9/2017

MEETING DATE: 2/16/2017

SUBMITTED BY: John Speka, Senior Transportation Planner

Background: Lake APC staff has conducted a series of workshops to solicit input for the 2017 update to the Regional Transportation Plan (RTP). The 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.

The workshops were held in the communities of Lakeport, Middletown and Lucerne between January 17 and February 7. A Clearlake workshop had also been scheduled for February 7, but had to be postponed until a later date due to potential flood related conditions on the day of the meeting. A make-up date will be scheduled soon. Each workshop included a presentation overview of the Regional Transportation Plan update process as well as a budgeting priority exercise in which participants were given a chance to divide a limited amount of “transportation dollars” among a list of 12 transportation project options. The totals to this point have shown a preference for projects involving road maintenance, congestion reduction, and bicycle and pedestrian facility improvements. Surveys were also provided to attendees of the workshops, distributed to the local libraries, and offered electronically at the Lake APC web site as a means of gathering further input from the public to be considered in RTP update.

The next steps will involve an evaluation of the input received and preparation of an administrative draft of the updated RTP along with a corresponding environmental document pursuant to the California Environmental Quality Act (CEQA). Once completed, the administrative draft will be circulated for comment by the relevant local and State agencies (as well as by the regional tribal governments) before being made available for further comment by the public in an official draft form. A hearing before the Lake APC Board is anticipated by the end of the calendar year for final adoption.

ACTION REQUIRED: None, information only.

ALTERNATIVES: None.

RECOMMENDATION: None.

2017 Regional Transportation Plan (RTP) Workshop Highlights

Lakeport- January 17, 2017:

- Culture needs to be changed in Lake County to recognize the benefits of walking and biking for shorter trips.
- Bridge Arbor Trail should still be a priority to link Lakeport and the North Shore (Upper Lake). It could be used for commute as well as recreational trips.
- Pavement width on S.R. 20 along the North Shore needs to be increased to better accommodate bicycle use.
- Pavement condition on segments of Lakeshore Boulevard (especially from Giselman around the corner to Lange) is poor and especially bad for bicycle use.
- The complete pavement width of Lakeport streets need to be swept. Typically the bike lanes remain un-swept with debris causing problems.
- A marked crosswalk should be considered across Lakeshore Boulevard at Giselman Street.
- Intersection of Big Valley Road and Highland Springs Road needs better delineation. It is apparently confusing to motorists and hazardous to bicyclists.
- There are visibility problems for bicyclists at the Bevins Street junction at Martin Street.

Middletown- January 23, 2017:

- Discussion on road maintenance funding difficulties for County compared to Lakeport/Clearlake.
- Discussion on grant funding and how larger metro areas have an advantage over rural regions due to the population differences and cost/benefit considerations.
- Discussion on current reduced gas tax revenues.

Lucerne- January 24, 2017:

- LTA Route 1 (North Shore) no longer serving Marymount College on Country Club Dr which was the closest stop to Alpine Senior Center.
- Street light needed on Hwy 20 crosswalks for pedestrian safety. Dave Carstensen from Caltrans discussed crossing lights, or “HAWKS (High-intensity Activated crosswalk),” as one potential aid.
- Traffic calming measures needed on Country Club Drive as it is often used as an alternative to Hwy 20 with little regard to speed limits.
- Need for more frequent LTA service would be helpful, dentist visit from Lucerne to Lakeport (roundtrip) takes up to 5 hours.
- Discussion of possibility of ferry service for lake crossing, or other modes of transportation to consider for inclusion within RTP.

Lucerne Follow Up/Clearlake- February 7:

- Follow up lunchtime presentation at Lucerne Senior Center to provide participating seniors an opportunity to provide input. Also, an evening workshop in Clearlake is scheduled to solicit input from that and other adjacent communities.

Status of Lake County Projects: As of January 3, 2017

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
1	LAKE	20	5.20	5.55	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	\$5.70	on schedule	June 2017

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
2	LAKE	20	5.84	5.84	110 Bridge Rehab	on Route 20 three miles west of Upper Lake @ Bachelor Creek	Bridge replacement	\$2.00	PSR signed 6-20-16; to be amended into 2018 SHOPP	RTL: 2021

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
3	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
4	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	contract awarded Dec 2016	Fall 2018 Start Work: Spring 2017 RTL: May 2016
5	LAKE	20	31	32	2014 SHOPP 010 Safety	intersection of SR 20/53	intersection improvement	\$6.156	on schedule	2020 Start Work: Aug 2018 RTL: Feb 2018
6	LAKE	var	var	var	2016 SHOPP 015 Safety	various on Rte 20, 29, 175	MBGR, widening & rumblestrips	\$3.812	on schedule	RTL: 2019
7	LAKE	29	9.0	20.7	2016 SHOPP 010 Safety	various locations on Route 29 between Middletown and Lower Lake	MBGR, widening and truck climbing lane	\$5.30	on schedule	RTL: 2019
8	LAKE	29	9.6	10.3	2014 SHOPP 010 Safety	Hartmann Rd/Rte 29	intersection improvement	\$6.017	on schedule	2020 Start Work: Aug 2018 RTL: Nov 2017
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
10	LAKE	29	23.8	31.6	700 STIP & RIP & SHOPP	Near Lower Lake - Lake 29 Expressway	upgrade to 4-lane expressway	\$180.000	wkg on Env doc for 8 mile proj, const delay 1 yr due to CTC 5-19-16 action	RTL: 2019
11	LAKE	29	34.17	34.5	2014 SHOPP 010 Safety	Cruikshank Rd/Rte 29	NB left-turn pocket	\$1.057	on schedule	Fall 2018 Start Work: Spring 2018 RTL: Aug 2017
12	LAKE	29	41.42	41.42	2014 SHOPP 378 Mandates	ramps at Lakeport Blvd overcrossing	upgrade ped facilities to ADA compliance	\$0.485	on schedule	March 2018 Start Work: May 2017 RTL: Feb 2017
13	LAKE	var	var	var	2016 SHOPP 112 Bridge Rail replacement	bridges on 20, 29 & 175	Bridge rail replacement & upgrade - S bridges	\$5.884	on schedule	RTL: 2019
14	LAKE	175	25	27.5	2012 SHOPP 010 Safety	near Middletown, from east of Putah Cr Bridge to Dry Cr Bridge	Shoulder Widening	\$12.221	on schedule	2020 Start Work: July 2018 RTL: March 2018

Under Construction										
#	County	Route	PM Back	PM Ahead	Program	Project Location	Type of Work	Project Cost (millions)	Status of Project	Estimated Completion
15	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
16	LAKE	29	0.2	0.2	119 Bridge Prevent Mt	St Helena Cr Bridge	Bridge scour-repair	\$.300	COMPLETE	Complete Oct 2016

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 Jan 3, 2017.xlsx



Project Locations, Lake County Status

January 2017 (see pg 1)



Information Packet

Record-Bee

Community News

\$1.8 million to go toward Hartley St. project

By Zach Jordan, zjordan@record-bee.com

POSTED: 01/20/17, 10:57 PM PST | UPDATED: 5 DAYS AGO
0 COMMENTS

LAKEPORT >> The City of Lakeport recently received a grant of \$1.87 million by the Active Transportation Program (ATP) for the Hartley Street Safer Route to School Project to start making improvements on Hartley Street

The project will improve the safety of students who walk to and from school by making enhancements to sidewalks and crosswalks and put in place radar feedback signs that will slow traffic and reduce reckless speeds on Hartley Street. This will provide a direct connection to the campuses to create safety for students.

The Lake Area Planning Council (APC) worked with the City of Lakeport to develop the grant. John Specka, Senior Planner at APC, said when putting in for the grant application they weren't sure if it would get approved or not.

“(We) thought it was more of a shot in the dark and then it sort-of panned out,” Specka said.

Initial stages of the improvements that involve environmental studies would begin in 2019 and with construction of the street starting in 2021 Specka added.

Hartley Street is a rural road with steep curves that give limited sight to drivers and is only one of three routes existing to get to the campuses. Currently, sidewalks occur on only two areas of Hartley Street. This means more than half of the school route holds conflicts between those walking and those driving.

The County Health Status Profiles in 2016 ranked Lake County as the lowest or near the lowest for health measures. Lake County is ranked 50 out of 58 for health behaviors that include obesity, physical inactivity, access to exercise opportunities and alcohol-impaired driving deaths. The county was also ranked 54 for motor vehicle traffic crashes. With Hartley Street Safer Route to School Project, Lake County could potentially improve these areas.



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 14, 2016

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

Present

Jim Comstock, Supervisor, County of Lake
Jeff Smith, Supervisor, County of Lake
Russell Perdock, City Council, City of Clearlake
Nick Bennett, Council Member, City of Clearlake
Stacy Mattina, City Council Member, City of Lakeport
Chuck Leonard, Member at Large

Absent

Vacant Position, Member at Large
Martin Scheel, Mayor, City of Lakeport

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)

1. Call to Order/Roll Call

Chairperson Scheel was absent, so Director Perdock volunteered to chair the meeting. Director Perdock called the meeting to order at 11:00 am. Secretary Alexis Pedrotti called roll. Members present: Comstock, Smith, Perdock, Bennett, Mattina, Leonard, and Jackman (PAC).

2. Adjourn to Policy Advisory Committee

Director Perdock adjourned to the Policy Advisory Committee (PAC) at 11:01 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 August 10, 2016 (Draft) Minutes
5. Approval of September 14, 2016 (Draft) Minutes
6. Approval of 2017 Lake Area Planning Council Meeting Calendar

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

REGULAR CALENDAR

7. Resolution # 16-17-10 Honoring Director Comstock for his Service

Lisa Davey-Bates mentioned how it has been a great pleasure having Director Comstock serve on the Lake APC. He will truly be missed. Rex Jackman spoke on behalf of Caltrans, and too will miss Director Comstock. He has been an essential piece to planning projects in the Middletown area. His years of service will not go unnoticed, or forgotten.

Lisa was asked to read the Resolution Honoring Director Comstock for his years of service. All members and staff thanked Director Comstock and wished him well in his retirement.

Director Leonard made a motion to adopt Resolution 16-17-10 Honoring Director Comstock. The motion was seconded by Director Smith and carried unanimously.

Roll Call Vote: Ayes (5) – Directors Smith, Perdock, Bennett, Mattina, Leonard, and Rex Jackman (PAC); Noes (0); Abstain (1) Director Comstock; Absent (2) Directors Scheel, Vacant Member-at-Large

8. Resolution # 16-17-11 Honoring Chair Scheel for his Leadership and Service

Lisa Davey-Bates mentioned how much she appreciates Director Scheel's dedicated service to the Lake APC and she will miss his leadership and commitment to the region.

Lisa again, read the official Resolution to the Board.

Director Leonard made a motion to adopt Resolution 16-17-11 Honoring Director Scheel. The motion was seconded by Director Smith and carried unanimously.

Roll Call Vote: Ayes (6) – Directors Smith, Comstock, Perdock, Bennett, Mattina, Leonard, and Rex Jackman (PAC); Noes (0); Abstain (0); Absent (2) Directors Scheel, Vacant Member-at-Large

9. Public Hearing and Approval of 2016 Active Transportation Program Plan

Phil Dow reported the planning side of the agency has been experiencing some staffing issues. Jesse Robertson, who worked as the Planner for the Lake APC for a short period of time, was largely responsible for the completion of the Active Transportation Program Plan. He accepted a position back at Caltrans, and Phil spent some time trying to recruit for his position. Phil was very pleased, however to introduce John Speka, the new Planner for the Lake APC. John has been reviewing and catching up on where Jesse left off, and has been diligently trying to finalize the ATP Plan in coordination with James Sookne.

APC Staff met and revisited the document with the Technical Advisory Committee (TAC). They made some final refinements and have made a recommendation to adopt the Plan. The ATP will be one of the components going into the Regional Transportation Plan Update, which is in the beginning phase of the 2017 update. As the RTP gets farther along in the process, there will be additional opportunities to comment on the various sections of the RTP, including the ATP aspect.

Phil was requesting Board consideration for adoption, based on the TAC recommendation.

Lisa Davey-Bates also mentioned that during the beginning phase of the ATP Plan development, the APC was successful in receiving an RPA Grant to hire a Public Outreach Consultant that conducted several public outreach workshops around the County.

Director Bennett was interested in the public's response at the workshops. Generally, when the APC is conducting public outreach for a plan, the response tends to be minimal. When money is involved, there tends to be more interest. With that being said, there was a good turnout. There was also a survey sent out, and there was quite a good response with that.

Director Perdock opened the Public Hearing at 11:16 am for any public comments.

Karl Parker attended the all four of the workshops around the county. He noted it was unfortunate with the amount of time it took for staff and the consultant to complete and prepare for the workshops that they fell directly after the Valley Fire. People were still stuck in the depressing loss of the fire to think about what the outreach workshops were discussing. Karl was amazed that there was any response. Karl hopes the Valley Fire was noted in the summary.

Director Perdock closed the Public Hearing at 11:17.

Director Leonard made a motion to approve the adoption of Resolution 16-17-9 Adopting the 2016 Active Transportation Plan for Lake County. The motion was seconded by Director Smith and carried unanimously. Roll Call Vote: Ayes (6) – Directors Smith, Comstock, Perdock, Bennett, Mattina, Leonard, and Rex Jackman (PAC); Noes (0); Abstain (0); Absent (2) Directors Scheel, Vacant Member-at-Large

RATIFY ACTION

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

Director Perdock adjourned the Policy Advisory Committee at 11:22 am and reconvened as the APC.

11. 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 Comstock and carried unanimously.

REPORTS

12. Reports & Information

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

Director Perdock referenced the Summary of Meetings report completed by Lisa Davey-Bates, showing a list of meetings attended by APC Administration and Planning Staff. There were no comments or questions.

b. Lake APC Planning Staff

1. Active Transportation Program – 2017 CTC Staff Recommendations

Phil Dow reported that one Lake County ATP project for Cycle 3 was on the recommendation list for approval on the CTC Agenda. CTC has shown they are not likely to steer away from staff recommendations. The staff recommendations come from hundreds of people participating on a review committee, ranking and scoring applications. Phil attended the CTC Meeting and was happy to report there were no changes to the staff recommendations. One application was approved for the City of Lakeport.

Phil expressed concern about this project when helping the City of Lakeport develop the application. Phil was pleasantly surprised when it got funded. The project will fund sidewalks and safety improvements on Hartley Street. Director Mattina thanked Phil so much for his help on this project.

2. Sustainable Transportation Planning Grant Applications

Phil introduced John Speka, the new Transportation Planner for Lake APC. John

reported he was coming over to Dow & Associates, Lake APC Planning, from the County of Mendocino Planning Department, with 11 years of experience. He looks forward to working with all the agencies and the region. One thing he began working on right away was the Sustainable Transportation Planning Grant application. There were two applications completed for this current cycle.

One was for a Bus Passenger Facility Plan. This was applied for in the previous cycle, but was not successful. It was decided to reorganize and reapply. Staff took comments from Caltrans and applied it to the new application. This application is to improve and expand infrastructure, bus stops, and information services. Much of this application was data utilized from the previous Passenger Facilities Plan. The grant has been formatted with more consistency and multi-jurisdictional specifications.

The second application was to identify gaps in the sidewalk and pedestrian networks throughout the cities and county. Staff requested \$184,000 for the project. to complete the project. The determination of the grant application will be in April. If the project is awarded, the funding will go through 2020. This planning grant will help determine feasibility, necessity, and establish priorities to be prepared for available funding. It became clear to staff this was missing in our data network once work began on the ATP Plan. This grant will help build the network with valuable accurate data to be used by all jurisdictions.

Mark Wall explained the 2006 plan did a nice inventory and expenditure plan that included over 300 bus stops in the county. Mark knew all that work could not be achieved with the amount of funding available, but it set good priorities for the agency. One issue LTA faces is that they don't have a Public Works Department and staff to help complete these tasks. Mark feels they need clarity between the local agencies and LTA on how to work together to accomplish improvements for the Bus Stops. Mark would like to have a system in place that could execute payment for the agencies' help.

3. Social Services Transportation Advisory Council (SSTAC) Update

John Speka noted the SSTAC met yesterday. The membership roster was discussed. The membership for the SSTAC is always difficult. The positions have certain requirement eligibilities, which make them sometimes challenging to fill. The Unmet Transit Needs process and list was discussed, but will be mentioned later in the agenda. There was an update regarding the NEMT Program and the CSTA non-profit.

4. Legislative Update

Phil reported that most know about the failure of the funding bills. There is some optimism, however, of the bills being picked up again. One problem we might be facing is the new legislature, who are not likely to vote for an increase in taxes.

5. Sales Tax Election Results

Doug Herren reported that the City of Clearlake got final word that Measure B passed. Director Perdock noted staff has begun working with the State Franchise Tax board to get the funding started. They don't expect funds to start coming in until June or July, but then resurfacing of streets can start. Director Perdock extended his thanks to the Board for their support and to Phil and his staff.

Doug Herren reported that the City of Clearlake has ran into some issues this year, however they are moving forward with roundabout at Walmart, with the focus to keep

traffic moving.

Director Smith was curious of the status of the City's Dam Road Extension. The extension will relieve a lot of that pressure on the local street system. Doug Herren reported funding has been approved at \$1.2 million. The City of Clearlake is currently finishing the environmental phase, and moving on to design. They will continue working with the tribes and hope to have this project out for construction in 2017/18.

Doug also reported that the 18th Ave and Phillips Road project is also on track. The City will be putting out the RFP this month. The construction will depend on weather, but they are hopeful that it can begin in April or May.

Director Mattina reported that the City of Lakeport was also successful in their one cent sales tax; Measure Z. Their Measure is a little different from Clearlake. Their City Police force hadn't been given a raise in many years, which meant the City struggled to attract new officers, and also couldn't retain the officers they had. This year the City had to pull money from roads to give them a raise. With this Measure, the City has the choice to apply it to the police force, roads or parks. Measure Z will bring in just over \$1 million per year.

6. APC Planning Staff Update

Phil previously introduced John Speka, new Transportation Planner for Dow & Associates, and had nothing further to report.

7. Miscellaneous -None

c. Lake APC Administration Staff

1. CTSA/NEMT Ad-Hoc Committee Agenda – December 13, 2016

Lisa Davey-Bates reported the Consolidated Transportation Services Authority (CTSA) met last September discussing the need for Non-Emergency Medical Transportation (NEMT). This need has been very apparent for quiet sometime in the county. The Non-Emergency Medical Transportation Plan identified this need back in 2008.

More recently, at the meeting in September, direction was received from the Ad-hoc Committee to pursue starting a non-profit. The idea behind establishing a non-profit will help with autonomy between LTA and the non-profit. It will also allow for the non-profit to receive other funding, such as donations, etc. The non-profit's name will be Lake Links. APC has hired the consultant to help with development of the non-profit, and they will be submitting the initial filing to state, and began developing the bylaws.

One other recommendation has been made for a strong presence of the APC. The non-profit could benefit and wants the knowledge behind the APC. The non-profit board composition could consist of: 2-APC Board Members, 1-SSTAC Member, 2-Members at Large. , The Executive Director will participate as ex-officio member, serving an administrative role. The non-profit will likely meet regularly while establishing this non-profit.

2. Unmet Transit Needs Update

Nephele Barrett reported this is an annual requirement of the TDA, and this will be the third year completing this unmet needs process. The beginning role starts with the SSTAC, which met the day before to begin discussing the needs. The APC hadn't

completed this process for several years in the past, but more recently has started again. The process is not required if no funds are expended on streets and roads but the Board concluded the process was worthwhile even through funds are not expended on streets and roads. The intent of the unmet transit needs process is to identify these needs and determine whether they are reasonable to meet based on the approved definitions, and if they are reasonable to meet, is there available funding to meet this need. The first step in the process is to develop a draft list with the SSTAC. This was completed at the SSTAC meeting the day before. The draft list this year includes four items from last year's process:

- Medical Trips to and from St. Helena Clearlake
- Eastbound service to spring valley and further east
- NEMT trips in outlying areas in Lake County
- NEMT trips to out of county locations
- One additional need was added at the SSTAC Meeting. The need included both mobility training and expanded demand response service for work placement developmentally disabled.

The next step in the process will be presenting the draft list to the APC Board in February, as a public hearing. The APC will have to make a finding, whether or not the list includes an unmet need, and if so, does it meet the definition. The public will also have an opportunity to comment and add additional needs at the public hearing.

3. Next Meeting Date – January 11, 2017 is cancelled. February meeting is scheduled for Lakeport per the approved calendar. There was some discussion about changing the location to Lower Lake, however, it was decided to follow the calendar as approved.

4. Miscellaneous – None

d. Lake APC Directors

Director Perdock was re-elected as Mayor for City of Clearlake. Council Member Bennett was also re-elected. Congratulations to both!

Director Comstock reported it's been a good and he has enjoyed his time on the board, but will enjoy his retirement. Thank you Director Comstock!

e. Caltrans

1. Lake Caltrans Project Status Report

Jamie Mattioli reported on Project #14 - Middletown Shoulder Improvement Project. This project runs just west of the firehouse, and will be widening shoulders. Caltrans hosted a public meeting on December 1. Jamie was pleased with the representation of neighbors and community members. Many community members expressed concerns about the tree cutting proposed for the project on south side of road. While they do understand the safety need with these improvements, they still are not comfortable with the tree cutting. Caltrans does appreciate working with Lake County Parks and Recs Board. They have been helpful in this project.

Director Comstock reported to Caltrans that he attended the MATH meeting and Caltrans needs to be prepared for lobbying against the tree cutting.

2. Lake 29 Expressway Final Environmental Impact Report (EIR)

Lake 29 Expressway has met the environmental milestone, and met project approval, which

was completed November 30th. Jaimie expressed thanks to APC Board for their enduring support. There have been several challenges to deliver this project. The project does currently still face a funding gap. Caltrans is considering getting some SHOPP funding to help move the project along. Caltrans has begun the right of way process, and will start appraising property and making offers to property owners. Caltrans is happy to report that coordination has been working well with the Big Valley Rancheria and looks forward to keeping that relationship.

Caltrans noted the EIR Certification is complete, and has been certified (after 13 ½ years)..

3. Miscellaneous – None

f. California Association of Councils of Governments (CalCOG)

No report.

g. Rural Counties Task Force

1. Next Meeting Date – January 12-13, 2017

The RCTF is offering a two-day training for on the procurement process. APC Staff will be attending.

h. Miscellaneous - None

ADJOURNMENT

The meeting was adjourned by Director Perdock at 12:16 p.m.

Respectfully Submitted,

DRAFT

Alexis Pedrotti
Administrative Assistant



LAKE TRANSIT AUTHORITY

DRAFT Minutes

December 14, 2016

9:00 a.m.

Location: Lake Transit Authority, Lamkin-Sanchez Center, 9240 Highway 53, Lower Lake, CA

Present

Jim Comstock, Supervisor, County of Lake
Jeff Smith, Supervisor, County of Lake
Russell Perdock, City Council Member, City of Clearlake
Nick Bennett, City Council Member, City of Clearlake
Stacy Mattina, City Council Member, City of Lakeport
Chuck Leonard, Member at Large

Absent

Martin Scheel, Mayor, City of Lakeport
Vacant, Member at Large

Also Present

Mark Wall, Transit Manager, Lake Transit Authority
Bill McIntyre, Paratransit Services
Karl Parker, NEMT Program Manager, Paratransit Services
Lisa Davey-Bates, Admin. Staff - Lake County/City Area Planning Council (APC)
Alexis Pedrotti, Admin. Staff- Lake County/City Area Planning Council (APC)
Phil Dow, Planning Staff- Lake County/City Area Planning Council (APC)
Dante DeAmicis, Member of the Public

1. Call Meeting to Order

Director Perdock called the meeting to order at 9:03 am.

2. Roll Call

Alexis Pedrotti called roll. Members present: Smith, Comstock, Perdock, Bennett, Mattina, Leonard. Absent: Scheel, Vacant-Member-at-Large

Agenda – Emergency Item Request: Mark Wall requested the addition of an emergency item be added to the Agenda. LTA has ordered some propane conversion vehicles, as part of a recommendation out of the Energy Use Reduction Plan. The order has been delayed a few months, due to the company closing some plant locations. This delay has offered LTA an opportunity to make changes to the vehicles, but action needs to be immediate.

Director Comstock made a motion determining that there was a need to take immediate action and the need for action arose after the agenda was legally posted. The motion was seconded by Director Leonard, with no public comment and carried unanimously.

Mark is proposing that LTA consider changing the 7 four chassis propane conversion vehicles that were previously ordered to gasoline vehicles. The company that these buses were ordered through, Goshen Coach, has been bought out and the new company closed the plant that was currently constructing the vehicles and moved production to Kansas. This situation has been carefully reviewed by CalACT, because they actually hold the contract, and this new company has been found to be equally good or better than the previous. Due to the company's changes, LTA's order of vehicles was delayed. This delay however, has opened a very narrow window for LTA to make changes to the order.

The propane conversion costs \$17,600 per vehicle, or a total of \$123,200 to cover all 7 vehicles. LTA will also need to install a propane filling station, with an approximate budget of \$50,000. The total cost of the project is \$173,200 to cover the propane conversion investment. After these propane buses are received, there is a very small chance that LTA may not order any more. The Air Resources Board (ARB) is not in favor of these propane conversion buses. Currently there is only one propane conversion bus company that passes ARB's testing. The use of propane will cost under a \$1 per gallon. The propane is estimated to use 28% less energy, but may also compute to 20% lower fuel miles per gallon. Taking that into consideration, cost per gallon for propane is around 10.5 cents. Currently LTA pays \$2.14 cents per gallon for gasoline. When taking the vehicles life span into consideration, if they run the estimated 200,000 miles, it will cost little over \$69,000 more to operate the propane vehicles. Although the propane is petroleum based fuel and is supposed burn cleaner, Mark doesn't feel the benefits outweigh the reality. Based on lack of environmental benefits and higher costs, the only thing left truly uncertain is gas prices. At this point, Mark is requesting to change the vehicles to gasoline and save \$173,200 upfront.

Discussions continued regarding the best scenario to proceed with the Mark's requested change. Mark reiterated the decision to originally choose the propane was identified in the Energy Use Reduction Plan, and Mark takes these suggestions seriously. The Energy Use Plan also suggested that LTA try to get grant funding to buy electric vehicles, which Mark has tried, but hasn't been successful. It also suggested replacing LED lighting, which is currently being completed.

Director Perdock was curious why Mark indicated propane may not be approved for future purchases. The ARB requirements are stricter on transit fleets than other fleets, because they are government owned. The ARB limits the types of fuel that can be used in transit vehicles. Currently, propane can still be used, however when the consultant was completing the plan they spoke to the ARB and it was clear they wouldn't continue approving propane for long. Mark thinks this decision gets down to the conversion of the buses and prices of testing.

Director Perdock opened the meeting for public comment.

Dante DeAmicis added that there would also be a large learning curve for the propane buses with maintenance mechanics.

Bill Macintyre did note that nobody is currently trained, and would also have to have to hire an experienced person in fueling the propane buses. It would increase costs for the LTA.

Director Comstock made a motion to accept the emergency item request to change the propane conversion originally ordered in the 7 new vehicles to gasoline. The motion was seconded by Director Mattina, and carried unanimously. Full Roll Call: 6 Ayes – Smith, Comstock, Perdock, Bennett, Mattina, and Leonard; 0 Noes; 0 Abstain; 2 Absent – Scheel, Vacant – Member at Large

3. Public input on any unmet transit need or any other item within the jurisdiction of this agency, but which is not otherwise on the above agenda.

Dante DeAmicis would like to revisit an issue that was discussed in the past. There had been some state level discussions about a plan to join a transit agency, that included coordination between transit agencies to provide interregional service. Dante is interested in obtaining more information; this is a huge need for Lake County. Director Perdock explained this item was not agenzized, and suggested he contact Mark Wall.

Bob Hamilton, representing the Seventh Day Adventist Church in Lakeport had a request. LTA supported the Homeless Warming Shelter last year by providing rides to and from the shelter. The church is requesting LTA's assistance in transit support again this year. LTA was a kind, and an instrumental piece to the transportation needs of the warming shelter. The shelter is in same

location, with no additional costs this year. Director Perdock again noted this was not on the agenda, and Bob will need to speak with Mark directly.

4. Approval of Minutes of August 10, 2016 (Draft)

Director Leonard made a motion to approve the August 10, 2016 Lake Transit Authority Meeting Minutes. The motion was seconded by Director Comstock and carried unanimously.

5. Approval of Minutes of September 14, 2016 (Draft)

Director Leonard made a motion to approve the September 14, 2016 Lake Transit Authority Meeting Minutes. The motion was seconded by Director Comstock and carried unanimously.

6. 2016/17 First Quarter Operating Statistics and Financial Status Report

The first quarter report discusses the Clayton Fire and its effect on the Lower Lake area. Mark included pictures and that helped depict how close it came to the LTA facility. Mark extended his thanks to Bill McIntire for his exceptional work during the fire.

Mark is unsure if the fire really affected the bus service this time. When reviewing the bar charts (included on page 3), the ridership was only down 2,000 passengers from last year. Last year Lake County had the Valley Fire, where free fares were offered for a longer period of time. This could justify this difference. Revenue hours are similar to last year. Cost per passenger is slightly higher, giving some mixed results. One concern is that the average fare per passenger has decreased. At this point, Mark didn't have an explanation to this decrease, but intends to look into it. Ridership by route indicated the only route increases were on Routes 1 and 8, and the rest went down slightly.

Mark reported the revenues and expenses are at 23%, the fuel is slightly below budget, the operations contract is at 24%. Overall the budget is looking good.

7. Advertising Services RFP

The previous advertising contractor was hired to work with LTA to coordinate purchases of advertising on the buses. The contractor took payments for the advertising, reported the sales to LTA and then paid 50% of the net to LTA. Recently, there have been delays with reporting sales and documenting income with this contractor. The contractor has been tardy with payments and there has been a lack of communication to LTA.

The LTA Board has requested Mark review the contract in its entirety, and clearly identify any breach of contract in a letter to the contractor, and request a response by a certain date. If there is not a satisfactory response, Mark is to take further steps as needed.

In bringing on a new advertising contractor, a concern is that those who have paid for advertisement have been placed on the buses. It was suggested that an inventory of current advertisers be established, and that they be contacted regarding the new contract that LTA will be awarding.

Next month the Board wants an update of this situation.

Mark has attached the RFP and sample contract of the new advertising contract, which will be similar to the one in the past. The contractor is responsible to sell advertising; and they are responsible for communications with the advertiser. Under the past contract, LTA received 50% of the advertising revenue; which is not standard around the state. 50% is quite high, so although there might be some issues with the past contractor, LTA did quite well with revenues generated by advertising on the buses. The sample contract identifies LTA's 2005 approved advertising policy, as well as industry standards. LTA will hold the right to use any unused space on the buses, along with a number of other provisions. Mark continued to read through the provisions to the board. Director Comstock requested Mark add a bond requirement to the RFP.

Mark also recommends that he take the contract and RFP over to Bill Kranz, LTA approved legal counsel and have him review.

Director Comstock made a motion to proceed with the Lake Transit Authority's Advertising Services Request for Proposal, including the bond requirement addition, and upon review and approval of legal counsel. The motion was seconded by Director Mattina and carried unanimously.

Full Roll Call: 6 Ayes – Smith, Comstock, Perdock, Bennett, Mattina, and Leonard; 0 Noes; 0 Abstain; 2 Absent – Scheel, Vacant – Member at Large

8. Operations and Maintenance RFP

Mark reported this RFP has taken longer than expected. The plan is to issue before Christmas. This will push back the schedule slightly. Mark expects to have the RFP for recommendation at March board meeting.

9. Amendment NO. 10 to the Operations and Maintenance Agreement with Paratransit Services

As mentioned above, the schedule has been slightly delayed for the distribution of the Operations and Maintenance RFP. With this delay, Mark needs to provide an amendment to the current contractor, Paratransit through March 2017. Mark expects to be able to award the new contract within that time frame.

Mark pointed out the approved increase of rates effective January 2017. The reason for the increase is the collective bargaining agreement with the Teamsters Union. The basis of this extension includes only increase identified through Teamsters. Paratransit had mixed concerns, and included a specific notice to amendment and the proposal. They have limited increases as much as possible, to not expose too much information into the proposal. There was an adjustment made to the increase shown in the original packet, and the new increased amount should be \$97,043 per month.

Director Comstock made a motion approve Amendment NO. 10 to the Operations and Maintenance Agreement with Paratransit Services, as amended. The motion was seconded by Director Mattina and carried unanimously.

Full Roll Call: 6 Ayes – Smith, Comstock, Perdock, Bennett, Mattina, and Leonard; 0 Noes; 0 Abstain; 2 Absent – Scheel, Vacant – Member at Large

10. Transit Manager's Report

Report on 5311(f) Committee Meeting with Caltrans

Mark reported Caltrans is narrowing down what the funding might look like for next year. FTA 5311(f) is funding for Intercity Bus Routes, such as LTA's routes to Napa and Mendocino Counties. Originally this was submitted as one intercity bus project. Last year, Mark split the project and constructed them as separate routes in and out of county. With these projects being two separate projects, Route 3 and Route 4, it allowed for each to be funded. Those projects last year, each received \$300,000, the maximum awarded, bringing in \$600,000 for these two projects. Mark had suspected at that time Caltrans was too aggressively accepting applications, which created the financial impact to the overall program.

Caltrans has also been accepting toll credits for this program, meaning no local match is required. If the agencies would have been required to provide local match, some may not have been able to submit an application. Caltrans has been generous in reviewing some of the qualifications for these projects. For years Caltrans had a surplus of funds, which is probably why they continued to be so generous. Caltrans sets aside 15% of all transit monies for intercity grants.

Late last summer, Caltrans announced there was a problem and would be establishing a committee to review and submit potential solutions. If they fund every operating grant they currently have that will total \$8 million. Caltrans only has \$4.1 million, which is the annual 15% set aside. The surplus

funding is gone. The committee decided immediately to quit using toll credits. Without allowing toll credits, the total is down to \$6 million on projects. Removing the toll credits still didn't bring down the amount enough. Caltrans presented scenarios, such as placing a cap on each project amount, or apply a 25% cut across board to the program. Caltrans selected the across the board solution, meaning LTA will get 26% less than this year funding amount, resulting in an approximately \$120,000 cut to LTA.

Mark reminded the board that previously these two projects were one project were only received a total of \$300,000. It has only been the past two cycles that LTA received the increased \$300,000 for essentially running the same service. Caltrans did make agencies aware, that the agency cannot change service, or schedules, next year. This requirement may affect Route 1 and Route 4 in Lake County.

11. Paratransit Services Report

Bill McIntyre, Project Manager, Paratransit Services reported the following to the board:

Passenger Ridership – September had more last September, and then October last year offered free rides from valley fire, which offered a significantly higher ridership for last October.

Training and Recruitment – Bill reported that LTA, as of November 30, 2016 has four vacant driver positions. In a perfect world, Bill needs 3 full time and 3 part-time employees. LTA is preparing an advertisement for the positions.

Exceptions Report: Dial-A-Ride - not much happened, a few reports in Lakeport, and LTA is taking step to correct.

Vehicle Maintenance Status – Fleet includes 34 buses in operation.

Rider Incidents – September through November had 11 incidents reported. These incidents affected service delivery for total of (1.13) hours of staff time. Two of the incidents included law enforcement, and two were medical emergencies. One started Lakeshore Blvd. boarded bus with a gun. It was phoned in, and sheriffs came and arrested him at Running Creek. Only personnel allowed to carry a gun on the bus is Law Enforcement and retired Law Enforcement personnel.

Additional issue LTA dealing with is marijuana transported on buses in back packs, but can't prove.

Customer Service Report – Bill reported the complaints are low.

Summary – During the month of October, the Road Supervisor, Johnnie Lindsey arranged with Chief Sapeta of the Clearlake Fire Dept. to send 3 of his crew to the safety meeting to train staff in proper use of fire extinguishers.

LTA staff also participated in NCO's 17th annual Stuff-a-Bus Food Drive.

LTA had their annual CHP inspection, inspection found no violations.

12. Mobility Manager's Report

Report on 5310 Program Schedule

Karl Parker explained the call for projects for the FTA Section 5310 Program is February 9th and all projects have to be submitted by March 1st. Staff will be busy putting together an application. Karl and Mark will be attending application process training. The funding opportunity will cover equipment and operations. This opportunity will be discussed with planning groups; Lake APC will be issuing a notice to invite any participation in the program to obtain vehicles. SSTAC Chair, Eileen Dumont mentioned some interest from People Service, Inc. in replacing some of their fleet. Karl's thought is to lean into funding for operations to fund the Mobility Management position. There is also a need for a specific project to address the need for out-of-county non-emergency medical transportation services. Staff has thought to build a pilot program to utilize an underutilized route and bring it in as regular service.

Pay Your Pal Program

There are currently 6 clients enrolled, 4 of those clients were enrolled July through November. Total of 333 trips, reimbursed 13.6 miles. He has completed the brochure and is working to distribute

those. Karl has participated in several meetings to explain the program in details. The strategy is to not just generally broadcast the information about the program, but strategically contact the people on the front lines, such as senior centers. Karl is working to develop a review committee to review applications and validate the client's enrollment; currently the program is operating on case by case basis.

Coordination and Organizational Development Activities

Karl is working on developing on partnership with St. Helena Hospital Clearlake. This coordination and agreement will allow the groups to work together to operate hospital transportation, and expand program service to Spring Valley and Clearlake Oaks. Currently the service being provided is limited. Karl noted this has been a long process working out the adjustments to the MOU. The MOU is currently stuck in the hospital's legal department.

This morning Karl received a call regarding the Clayton survivors that have been displaced to Konocti. They need assistance with non-emergency appointments; Karl is working with them as well.

Dante DeAmicis mentioned in regards to helping people at Konocti Harbor that Route 4a already stops there, but doesn't run on Saturday. One way to help immediately would be to run one run on Saturday.

13. Announcements

None.

14. Adjourn - the meeting was adjourned at 10:49 a.m.

Respectfully Submitted,

DRAFT

Alexis Pedrotti
Administrative Assistant



LAKE COUNTY/CITY AREA PLANNING COUNCIL

Lisa Davey-Bates, Executive Director
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SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL (SSTAC) MEETING Draft Meeting Minutes

Tuesday, December 13, 2016
1:35 p.m.

Lamkin-Sanchez Transit Center
9240 Highway 53
Lower Lake, California

Caltrans – District 1
Teleconference
1656 Union Street
Eureka, California

Present: Ilene Dumont, Mark Wall, Mark Wall, Michelle Dibble, Joel Morin, Paul Branson, Karl Parker, and teleconference: Dave Carstensen

Absent:

Also Present: Lisa Davey-Bates, John Speka, Marta Ford, teleconference: Nephela Barrett and Phil Dow

1. Call to order

Ilene Dumont called the meeting to order at 1:35 PM.

2. Approval of SSTAC Meeting Minutes

Adopt the draft September 13, 2016 meeting Karl Parker made a motion to adopt the minutes and Paul Branson seconded the motion. The minutes were adopted by unanimous vote with minor corrections noted.

Action Item: Make minor corrections as noted to the September 13 minutes.

3. SSTAC Membership Roster Update

Discussion on membership of the current and pending vacancies and replacements needed due to end of term and changes in job positions. Todd Metcalf resigned from his position at Dept. of Social Services; moving to a different department. Tavi Granger has been suggested as a replacement for Social Services Provider Seniors for the next 3-year term through October 2019. Tracy Thomas resigned from Live Oak Senior Center about 2 months ago. Live Oak no longer provides service, so there is no need to specifically find a replacement from that senior center. This creates an opportunity to fill the Transportation Provider vacancy. After discussion by the SSTAC, it was determined the vacancy will be offered to St. Helena Clearlake Hospital and/or Tribal Health Consortium. Frank Parker has not been responsive to attempts to contact and will be replaced for the Social Services Provider Handicapped position. Lake APC staff will contact the Lake County United Veterans Council or VA Clinic to attempt to recruit a participant. Ilene Dumont has extended her membership as the Transportation Provider Handicapped until October 2019. Karl Parker will replace Wanda Gray for Consolidated Transportation Service Agent until October 2019.

Motion by Michelle Dibble and second by Paul Branson to add Tavi Granger to the Social Services Provider Senior position until October 2019, contact St. Helena Hospital and/or Tribal Health to

offer, if interested, to recruit for the Transportation Provider position, replacing Tracy Thomas at Live Oak Senior Center, contact the Lake County Veteran's Council and/or VA Clinic for a Social Worker for a Social Services Provider Handicapped representative until October 2018 and extend that to October 2019, change the CTSA Representative to Karl Parker with an expiration to October 2019. Approved unanimous vote by all in members.

Action Items:

- John to contact St. Helena Hospital and Tribal Health Consortium for a Transportation Provider and Lake County United Veterans Council and/or VA Clinic to see if they have a Social Worker that may be interested in participating as the Social Services Provider Handicapped.
- Verify to add Tavi Granger as the Social Services Provider
- Change the CTSA Representative to Karl Parker

4. FY 2017/18 Unmet Transit Needs Workshop

Nephele Barrett went through the process of developing the Unmet Transit Needs assessment:

1. Adopt definitions for the Unmet Transit Needs (adopted by APC on 12/10/2014)
2. Conduct Public Hearings (scheduled to be presented at the ATC Board Meeting in February 2017)
3. Determine the if the findings qualify per the definitions and is or is not "reasonable to meet"

The focus for today is to develop the draft list. The Technical Advisory Committee will have an opportunity to include items to the list then it will go to APC Meeting in February for public hearing for the public to identify items to add to the list. The APC will have to make the finding that either none of the items listed are qualified as an Unmet Transit Need that are reasonable to meet or there are Unmet Transit Needs that are reasonable to meet. Not all of the items are required to meet the qualifications in order for the next step in the process, but there must be some that do in order for this list to meet the criteria. Public input is gathered prior to finalizing the list for the items that will be further analyzed and then forwarded to SSTAC for a recommendation. The Council reviewed the current draft list of 4 items carried over and 1 additional item listed and determined the following:

1. Medical Trips to Saint Helena Clearlake and Sutter Health Lakeside and potentially Tribal Health was found no longer an unmet need; however, a discussion with the facilities for further review if the current process is adequately fulfilling the need.
2. Eastbound service to Spring Valley and further east, allowing people to connect with service to the Sacramento area remains an unmet need.
3. Non-Emergency Medical Transportation in outlying areas remain an unmet need.
4. Non-Emergency Medical Transportation to out of county locations remains an unmet need.

Discussion on Item 1 brought up the issue of people calling 9-1-1 whenever they feel the need to go to the hospital in order to obtain a free ride from an ambulance instead of using transit services. This is inappropriate use of that resource. Members concluded that the Mobility Management position could be used to inform people of other options.

Ilene told the Council of a new Federal regulation of Competitive Integrated Job Placement to be in place by January 2019 for the Developmentally Disabled population that requires all severely disabled people to participate in a program that encourages them to enter the workforce. This puts the requirement to provide bi-directional transportation for these individuals. This regulation will also require the need for a Mobility Management position to coordinate the added responsibilities in order to meet this regulation.

Members determined it would be prudent to include on the list of unmet needs for additional staff to create and meet the duties of Mobility Management to fulfill the upcoming Developmentally Disabled regulation.

Karl Parker was contacted by Dr. Karen Tait, Lake County Public Health Department about getting children out-of-county for non-emergency medical appointments. Partnership Healthcare is required to provide this service, but is primarily using public taxi services to provide this service; which is not a feasible solution. Karl requested further historical data from Dr. Tait regarding the number of participants she feels have been affected. She agreed to obtain the information for him. The need to identify children non-emergency medical out-of-the-area transportation will be included on the draft list.

5. Non-Emergency Medical Transportation (NEMT)

Karl summarized a stakeholder provider NEMT Roundtable meeting conducted on September. 14 people were in attendance, representing 10 different organizations in the Lakeport area. One of the main focuses in that meeting was to review the Mortality Data Mapping Project conducted by the Health Leadership Network. The data they reviewed consists of Lake County's health and wellness to show locations of the greatest challenges. A cluster of challenges was determined to be in the Northshore area. It was clearly identified that the greatest NEMT service need was for out-of-county for medical care. The next meeting is planned for February; one of the topics of that meeting will be on the 5310 grant opportunities that are coming. Lisa mentioned a grant that Shasta County submitted to initiate transportation service from Redding to Sacramento with one of the anticipated stops being in Williams; this could become an unmet need to transport people from Lake County to Sacramento, so it could be another opportunity to medical services as well as the airport.

Karl has also had been in contact with people on Area Agency on Aging Transportation Council. They have a challenge on meeting needs for out-of-county medical transportation. The idea to get people from Lake County to a shuttle service from Santa Rosa to the Bay Area might work effectively rather than one directly to the Bay Area.

Medi-Cal reimbursement for non-emergency medical transportation to be put on hold until Lake Links is better established.

Update on the Pay-a-Pal Program: Currently there are 6 clients enrolled; two in the last week. The first 4 people reported information until the end of November that starting July 1, they have taken 303 trips that totaled 5,025 miles, 4,003 which was eligible for reimbursement. The total amount of money that has been reimbursed is \$1,429 and equals about \$4.83 per trip, the average trip was 13.6 miles. The participants who have reported back included comments on how much they've appreciated this program and how nice it is working out for them. Karl distributed a brochure on the program. He reported that this program was not to be publicly broadcast, but in the last month he presented the program to Middletown and Lucerne Senior Centers and last week Adult Services. The program allows for \$.35 per mile reimbursement for people in the program up to 200 reimbursable miles per month. The challenges to expand the program is the interested people finding the support people to drive them places. The reimbursement goes to the rider who is in the program, it is up to the rider to give it to the driver(s). The riders keep records of their travels on a report form and turn that in for reimbursement. The funding comes from Article 4.5 Local Transportation funds and some grant money that is expected to go away soon; this program is eligible for the 5310 Grant money which is anticipated to be used pending that award.

6. Consolidated Transportation Services Agency (CTSA)

a) Lake Links Non-profit Formation Update

There is a scheduled meeting preceding meeting to talk about the formation of Lake Links Non-Profit which will potentially become the CTSA. Currently the Article of Incorporation and the process that will create that formation that will take about 3 to 4 months to develop.

7. Update on Lake Transit Projects and Grants

a) FTA Rides to Wellness Grant Update

The grant was not awarded which was reported at the September meeting.

b) FTA 5311(f) Program

A teleconference was preformed that was opened to all who was awarded within that grant. The parties that ended up participating in the teleconference included 3 Greyhound representatives and 4 Public Transit Agencies on each call. Mark feels the 5311 Grant Program was mismanaged due to the criteria being too wide open, including toll credits that allowed no local match requirement. They had a surplus of this money for years and 15% of all 5311 Grant money to California is required to be allocated to inner city program which built up a surplus and it is all gone now. About 2 years ago, the total amount of the grant for the year was \$6 million including operations in capital grants. The amount of applications for the grants totaled \$8 million but they only have \$4 million this year so it was requested that the committee help figure out how they were going to reduce the amounts to accommodate the reduction. They came out with the recommendation that there are no more toll credits, there are no more capital grants for vehicles and then they gave a choice of 25% cut for everybody or do you want a \$150,000 cap on projects.

Last year LTA only received \$540,000, and next year may be reduced to \$380,000; resulting in a \$190,000 cut. If we want this money at all we have to provide the same service as last year (with less money provided). They will have to cut schedules now, even though the actual funding cut will be effective by July 1 2017; start cutting services now will allow for saving money to allot for the required services and local match from other grants for routes not included in the grant. Operations contract will be out in RFP later this month and there is a new collective bargaining which a new contract will be in agreement with but will raise the cost quite a bit.

c) FTA 5310 Grant Call for Projects

Call for projects is January 9, and the applications are due March 1; January and February work will be increased to put together a proposal. A call for projects for Lake County non-profits was distributed to see if there is a need or desire to attain vehicles through the 5310 program. It is not anticipated that there will be strong demand; absent of demands, there will be a focus on the current identified demands of funding for operating programs like the Mobility Management and the Pay Your Pal programs to try to build on initiatives like the new Freedom Grant and the 5310 program. Also, since the bus used to provide services through Live Oak Senior program is no longer used for that purpose, it may develop a pilot program for out-of-county services. There is a match requirement of 11.47% for the 5310 Grant. This is a two-year (last and this year) funding for Call for Projects so it is important to look at future needs and anticipate in the possibility of this opportunity in the future. January 9th. There is a training on the application process in Sacramento that Karl is attending and Ilene said she may attend as well. APC Staff offered to assist in the application process as well to work with both Karl and Ilene.

d) Lake Transit Hub Location Plan Update

Work on the plan continues. The APC has amended the contract to review security issues to try to address some concerns that were brought up. The school located across the street from the identified location had some objections that needed to be addressed. They have met, and may need to meet again, with the school and the college to talk through their concerns.

e) Sustainable Transportation Planning Grant

John Speka, Transportation Planner for APC, introduced himself. John submitted two Sustainable Transportation Planning Grant applications on November 4th. One is a resubmitted application for a bus passenger facilities plan for \$130,000 to improve or expand the existing structures for all LTA facilities; this includes bus stops and information services. A 2006 plan that

did something similar was only partially implemented; this one is to come up with a better strategy for multi-jurisdictional resources to use and fund it better to sustain the plan. Notification of the approval is expected in April. The second application is a study to identify needs, priorities and feasibilities of improving pedestrian facilities in the cities and county. This one is for \$184,500; there is a requirement to match funds for each of the projects that will be paid through LTA Funds. If these applications are approved, the plans will cover from July 2017 until the end of 2020 fiscal year. Currently there is no sidewalk inventory or GIS data at all. Obtaining this data will assist in obtaining funds on future projects in the Active Transportation Program.

f) Other grants

No information on other grants at this time.

8. Update on Lake Transit Authority (LTA) meetings

The Sept 14th meeting was primary about the RFP on the for the operations contract that will be distributed soon.

a) Draft September 14, 2016 LTA Meeting Minutes

This item was not discussed.

b) December 14, 2016 LTA Agenda

There is an advertising services RFP that is being released, first quarter operating statistics and financial status report, an update on operating and maintenance RFP which will be released before Christmas, and an amendment on the current operations and maintenance agreement which will extend it for another 3 months as well as a few other reports are scheduled to be on the agenda.

9. Update on Human Services Transportation Programs

Using the vehicles and they are getting older; will be looking into submitting the application for the 5310 Grant. The reports were submitted at their DOT; they received complements on their work.

10. Discussion of Issues and/or Concerns of SSTAC Members

a) SSTAC membership and meeting participation

No response

11. Date for next meeting:

Tuesday, Feb 7th at 1:30 PM. They are primarily scheduled for the second Tuesday of the month, quarterly.

12. Announcements/Good of the Order

Lake Links meeting is to start immediately after this meeting; all welcome to join.

13. Adjourn

Meeting adjourned at 3:22 PM

Respectfully Submitted,

Marta Ford – Administrative Assistant

**Lake County
Consolidated Transportation Services Agency (CTSA) Ad-Hoc Committee
Draft Meeting Minutes**

Wednesday, December 13, 2016
3 p.m.

Lake Transit Authority (Conference Room)
9240 Highway 53
Lower Lake, California

Present

Karl Parker, Paul Branson, Paul, Joel, Mark Wall, Bill McIntyre, Michelle Dibble
Phil McGuire and Greg Miller the Principal of Innovative Paradigms
Paul, Joel

Absent

Kaye Bohren,

Also Present

Lisa Davey-Bates, Executive Director, Lake County/City Area Planning Council
John Speka, Transportation Planning, Lake County/City Area Planning Council
Marta Ford, Administrative Assistant/Dow & Associates
Phillip Dow, (on the phone)

The meeting was called to order at 3:25 p.m. Ms. Davey-Bates introduced Phil McGuire and Greg Miller and opened the meeting by listed the importance developing a Non-Profit Corporation. One of the listed benefits is the ability to obtain contributions from other public agencies and non-profits contribute. The NEMT program is a public agency and currently it would be considered a gift of public funds.

Mr. McGuire gave an overview of his and Mr. Miller's involvement, explained their relevant background and the steps that is necessary to develop a non-profit incorporation.

1. **Roll Call**
2. **Approval by Consensus of Ad-Hoc Committee Notes – September 8, 2015**
September 8, 2015 meeting notes approved
3. **Recent Non-Emergency Medical Transportation (NEMT) Developments**
Non-profit to serve as a CTSA for non-emergency medical transportation services and non-medical transportation services that is eligible through Medi-Cal, such as
4. **Lake Links Non-Profit Corporation**
 - a. **Articles of Incorporation**
A group discussion around not for profit services to be included in the Articles of Incorporation. They reviewed definitions of profit vs. non-profit services and the clients that would be eligible specifically within the non-profit criteria.
 - b. **Bylaws: Discussion of major elements of Bylaws including**

i. Corporation name

Mr. Miller has filed for a reservation for the corporation name of Lake Links.

ii. Corporation address

The Corporation's address will be 367 N. State Street, Suite 204, Ukiah, CA 95482; this address is the same location of Lake County/City Area Planning Council.

iii. Definition of nonprofit purpose

Mr. McGuire suggests to lead with broader language for the corporation's purpose to allow the activities and services it may provide to grow. This will allow for the non-profit incorporation to conduct for-profit business; this is legal with filing pay unrelated business income taxes. The draft Articles of Incorporation that was provided gave three specific public and charitable purposes of the corporation:

- A. To improve the quality and effectiveness of transportation services to senior citizens, persons with disabilities and persons of low income.
- B. To identify, organize and serve the special transit needs of senior citizens, persons with disabilities and persons of low income.
- C. To coordinate, facilitate and provide Non-Emergency Medical Transportation (NEMT) or other transportation services for senior citizens, persons with disabilities and persons of low income.

Letter "C" was specifically discussed and decided by the group to coordinate, facilitate and provide transportation services and take out "Non-Emergency Medical Transportation (NEMT)" and add the words "disadvantaged groups such as" before "senior citizens, persons with disabilities and persons of low income" to be less restrictive and add that language to "A & B" as well. Mr. McGuire explained to the group what other CTSA services in other area do that are all still transportation related for disadvantage groups.

iv. Board Composition: number of members, appointing bodies, terms

The group nominated and appointed Lisa Davey-Bates as the Incorporating Executive Board Member that will transition to exofacial status to reduce the risk of conflicting interest. The consensus to keep the board members to an intimate number of highly committed, active board members unanimous. After discussion of the number of members and terms the following was decided to propose:

Number of members: 5 Board Members, initially with no alternates.

Types of people to focus on: APC appoint 2, SSTAC appoint 1, and other two members to appointed by the non-profit.

Terms: Effective dates to be staggered

Meeting consistency: "at least quarterly"

v. Staffing: who serves as executive, authority of executive, spending levels

The group decided to postpone appointing staff to serve at this time to a later time. Regarding how the meetings, once staff is appointed, the secretary will be responsible for taking the minutes. Regarding how the meetings are conducted, the group agreed on using the language "adopt and amend as necessary such rules and regulations for the conduct of its meetings and affairs as are necessary" in lieu of specifying the use of Robert's Rules.

vi. Other matters

Mr. McGuire will compile the comments of the group of today's meeting, put them in a draft of the bylaws and circulate them to have for the opportunity to comment on the draft. Expected to have that completed by the end of next week.

c. Relationship of new corporation to Area Planning Council

Decided this information was understood without further discussion.

5. Upcoming Matters

Items a. and b. are related and will be described in a.

a. Contract between Lake Transit Authority and Paratransit Services

This information is in regards to the Mobility Coordinator agreement. Karl's contract expires at the end of February through Paratransit Services. The Operations and Maintenance contract through Paratransit Services is a separate issue than Karl's contract as the Mobility Coordinator. This gives an opportunity to the board either extend the agreement with Paratransit Services, which would be a short-term solution, or make it a month-to-month agreement, or actually hire a Mobility Coordinator, or the APC can make another choice in how they want to handle this position.

At this time the group agreed to recommend to the board that an extension would be the best course of action to continue the contract through Paratransit Services.

b. Revision of Mobility Coordinator Agreement

c. Section 5310 Call for Projects – January 2017

A Program Fact Sheet and Timeline was distributed to the group. Discussion summarizing the Call for Projects was reiterated from the earlier Lake County/City Area Planning Council meeting earlier that day. No further discussion.

6. Next Meeting Date

January 26, 2017 at 3:00 p.m.

7. Adjourn Meeting

Meeting adjourned at 5:10 p.m.

Respectfully Submitted,

Marta Ford – Administrative Assistant



LAKE COUNTY/CITY AREA PLANNING COUNCIL

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

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DRAFT LAKE TECHNICAL ADVISORY COMMITTEE (TAC) 2017 MEETING SCHEDULE

March 16 – due to CTC Meeting, changed to March 23

April 20

May 18 – due to CTC Meeting, changed to May 25

June 15

July 20

August 17 – due to CTC Meeting, changed to August 24

September 21

October 19 – due to CTC Meeting, changed to October 26

November 16

December 21

Note: This schedule is for informational purposes only and are subject to change. All meetings are scheduled to take place at the City of Lakeport - Large Conference Room at 9:00AM.