



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) AGENDA

DATE: Wednesday, March 8, 2017

TIME: 9:00 a.m.

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

Caltrans-District 1
Teleconference
1656 Union Street
Eureka, California

Dow & Associates
Teleconference
367 N. State Street, #208
Ukiah, California

Dial-in number: (877) 216-1555 / Access code: 249893

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

PUBLIC EXPRESSION

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

CONSENT CALENDAR

4. Approval of February 8, 2017 Minutes

REGULAR CALENDAR

5. Determination of Unmet Transit Needs for Fiscal Year 2017/18 (*Barrett*)

RATIFY ACTION

6. Adjourn Policy Advisory Committee and Reconvene as Area Planning Council
7. Consideration and Adoption of Recommendations of Policy Advisory Committee

REPORTS

8. Reports & Information
 - a. Lake APC Staff Summary of Meetings – Administration and Planning Services
 - b. Lake APC Planning Staff
 1. North State Super Region (NSSR) Transportation Needs Assessment
 2. Miscellaneous
 - c. Lake APC Administration Staff
 1. Next Meeting Date – **April 5, 2016 (Lakeport-Tentative)**
 2. Miscellaneous
 - d. Lake APC Directors
 - e. Caltrans
 1. Miscellaneous

- f. California Association of Councils of Governments (CalCOG)
 - 1. CalCOG Directors Meeting – **February 27, 2017 (Sacramento)**
 - 2. Regional Issues Forum & CalCOG Board Meeting – **March 29-31 (Monterey)**
 - g. Rural Counties Task Force
 - 1. Next Meeting Date – **March 10, 2017 (Sacramento)**
 - h. Miscellaneous
9. Information Packet
- a. February 7, 2017 Lake SSTAC (draft) Minutes
 - b. February 16, 2017 Lake TAC (draft) Minutes

ADJOURNMENT

PUBLIC EXPRESSION

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

AMERICANS WITH DISABILITIES ACT (ADA) REQUESTS

To request disability-related modifications or accommodations for accessible locations or meeting materials in alternative formats (as allowed under Section 12132 of the ADA) please contact the Lake County/City Area Planning Council office at (707) 263-7799, at least 72 hours before the meeting.

ADDITIONS TO AGENDA

The Brown Act, Section 54954.2, states that the Board may take action on off-agenda items when:

- a) a majority vote determines that an “emergency situation” exists as defined in Section 54956.5, **or**
- b) a two-thirds vote of the body, or a unanimous vote of those present, determines that there is a need to take immediate action and the need for action arose after the agenda was legally posted, **or**
- c) the item was continued from a prior, legally posted meeting not more than five calendar days before this meeting.

CLOSED SESSION

If agendaized, Lake County/City Area Planning Council may adjourn to a closed session to consider litigation or personnel matters (i.e. contractor agreements). Discussion of litigation or pending litigation may be held in closed session by authority of Govt. Code Section 54956.9; discussion of personnel matters by authority of Govt. Code Section 54957.

POSTED: March 2, 2017

Attachments:

Agenda Item #4 – 2-8-17 Lake APC Draft Minutes

Agenda Item #5 – Determination of Unmet Transit Needs Staff Report

Agenda Item #8a – Summary of Meetings Staff Report

Agenda Item #8b1 – NSSR Transportation Needs Assessment

Agenda Item #9 – Information Packet: 2/7/17 SSTAC Minutes and 2/16/17 Lake TAC Minutes



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

Wednesday, February 8, 2017

Location: Lakeport City Council Chambers, 255 Park Street, Lakeport, CA

Present

Moke Simon, Supervisor, County of Lake
Tina Scott, Supervisor, County of Lake (Alternate)
Russell Perdock, City Council, City of Clearlake
Nick Bennett, Council Member, City of Clearlake
Stacy Mattina, City Council Member, City of Lakeport
Kenneth Parlet, City Council Member, City of Lakeport
Chuck Leonard, Member at Large

Absent

Vacant Position, Member at Large

Also Present

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

1. Call to Order/Roll Call

Director Simon called the meeting to order at 9:08 am. Secretary Alexis Pedrotti called roll. Members present: Simon, Scott, Perdock, Bennett, Mattina, Parlet, Leonard, and Jackman (PAC).

2. Adjourn to Policy Advisory Committee

Director Simon adjourned to the Policy Advisory Committee (PAC) at 9:08 a.m. to include Rex Jackman, Caltrans District 1, and allow him to participate as a voting member of the Lake APC.

3. Election of Officers – Chair and Vice-Chair, and Standing Committees – Executive Committee and California Association of Council of Governments (CalCOG)

- Member-at-Large Vacancy
- Lake APC Training for New Members

Lisa Davey-Bates, Executive Director, explained the Lake APC is comprised of two Board of Supervisors, two Council Members from the cities Clearlake and Lakeport, as well as two members-at-large. The member-at-large is appointed through an application process with the Board of Supervisors. The APC is still recruiting for one member-at-large position and one alternate member-at-large position.

Chair nominations were opened. Director Perdock nominated Director Jeff Smith for the 2017 Chair position. No additional nominations were made.

Vice-Chair nominations were opened. Director Perdock nominated Director Stacey Mattina for the 2017 Vice-Chair position. No additional nominations were made.

The Lake APC Executive Committee is typically comprised of the Chair, Vice-Chair, and one additional board member. Director Perdock nominated Director Leonard to the committee as the third committee member.

The CalCOG representative has been Director Leonard in the past and he volunteered to continue for the coming year. Director Perdock volunteered to be the alternate.

Director Perdock made a motion to elect the following positions for the Lake County/City Area Planning Council during the calendar year 2017:

- *Jeff Smith, Chair*
- *Stacey Mattina, Vice-Chair*
- *Executive Committee: Jeff Smith, Stacey Mattina, Chuck Leonard*
- *CalCOG Representation: Chuck Leonard, Russell Perdock (Alternate)*

The motion was seconded by Director Bennett and carried unanimously.

Roll Call Vote: Ayes (8) – Directors Simon, Scott, Perdock, Bennett, Mattina, Parlet, Leonard, and Rex Jackman (PAC); Noes (0); Abstain (0); Absent (1) Vacant Member-at-Large

Lisa polled the members for interest in a New Members Training that would include discussions on the various functions of the agency. She offered options: 1) conduct the training as part of a regular meeting; 2) meet individually with members, or, 3) hold a meeting prior to or after the regularly scheduled meeting. The consensus was to hold a training immediately following a board meeting for those who wanted to attend.

4. PUBLIC EXPRESSION

None

CONSENT CALENDAR

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

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

Roll Call Vote: Ayes (8) – Directors Simon, Scott, Perdock, Bennett, Mattina, Parlet, Leonard, and Rex Jackman (PAC); Noes (0); Abstain (0); Absent (1) Vacant Member-at-Large

REGULAR CALENDAR

6. California's Transportation Funding Crisis

The Lake County region, along with the State of California, is in the midst of a transportation funding crisis. The situation has been worsening with time. A special session was initiated over two years ago to consider options and to present state legislation to address at least a portion of the deferred maintenance of the transportation system. In November 2016, the Special Session ended without action by the legislature.

In January 2017, Senator Beall introduced Senate Bill 1, and Assembly Member Frazier

introduced Assembly 1. Both bills include similar functions and language from bills from the previous session. Sponsors of both bills have made compromises to appeal to both Republicans and Democrats in hopes of passing a bill by April 6th when the Legislature takes spring break.

Lake APC staff has joined the Fixed our Roads Coalition. This coalition has been a strong voice for the entire state. It will to help move the message and educate legislature on the impacts of the transportation crisis. There are two major contributing factors to the funding crisis: 1.) better fuel efficiency in vehicles, including electric vehicles, and 2.) No increase to the gas tax since 1993.

Lisa referenced the attachments from CSAC and the Fix Our Roads Coalition, which provided summaries and comparison information regarding both bills. Both bills would generate same amount of money and help with the funding crisis.

Lisa has been requested by the Fix Our Roads Coalition to send a letter of support for these bills, which has been done in the past by the APC Board. Lisa requested approval, which was supported by the APC Board of Directors, to send a letter supporting these bills on behalf of the Lake APC.

Director Bennett and Director Parlet both commended Lisa on her well written staff report. They noted it was well explained, and they understood the situations and appreciated the clarity as new members to the Board.

Director Perdock noted that the League of Cities has requested support for these bills as well.

Scott Deleon, County of Lake Public Works Director, felt it was important to give the County's perspective on the reduction in funding. In FY 2013/14 gas tax revenues peaked, in FY 2016/17 the County Dept. of Public Works received \$1.3 million less than received in FY 2013/14. The gas tax is the discretionary funding mechanism that operates and maintains the department. These funds pay for projects, staff time, maintenance etc. The gasoline tax revenues come from State of California. With less and less funding, it is becoming more and more difficult to maintain the roads. Typically, the county completes approximately 20 to 30-miles of pavement preservation projects in the summer. They were down to 5 miles last summer and probably won't have much for preservation this summer, beyond pot hole patching. Scott feels a lot of this is related to fuel-efficient vehicles.

Doug Herren, City of Clearlake Public Works Director, also reported the City is experiencing problems due to the lack of funding. City of Clearlake has minimal staff and is receiving 12% less in HUTA revenues. However, the City of Clearlake did recently pass the tax measure to try to help the immediate issues at hand.

Lisa mentioned the California Transportation Commission (CTC) is conducting a pilot project to look at a user based fee for the transportation system. Oregon and Washington are currently testing the waters on this project. The current revenue stream is no longer working and this could potentially help capture the fuel efficient and electric vehicle users traveling on the transportation system.

Director Leonard reported he is participating in the volunteer pilot project. He tracks his mileage and receives a (fake) invoice for his usage. Lisa noted that she is also participating in the pilot program.

*Director Perdock made a motion to support Assembly Bill 1 and Senate Bill 1 and directed staff to prepare letters to the local legislators urging them to vote for these bills in their respective houses of the California Legislature. The motion was seconded by Director Simon and carried unanimously.
Roll Call Vote: Ayes (8) – Directors Simon, Scott, Perdock, Bennett, Mattina, Parlet, Leonard, and Rex Jackman (PAC); Noes (0); Abstain (0); Absent (1) Vacant Member-at-Large*

7. Public Hearing: Unmet Transit Needs for Fiscal Year 2017/18

Nephele reported this is an annual requirement of the TDA, and will be the third year completing this unmet needs process. The process begins with the SSTAC, which met the day before the Board meeting 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 intent of the unmet transit needs process is to identify transit needs and determine whether they are reasonable to meet based on the approved definitions. If they are reasonable to meet, it must be determined if funding is available to meet the need. This process is a useful way to identify the needs, even if the funding is not available immediately.

The unmet needs process began in December at the SSTAC meeting, where they identified unmet needs and developed the draft list. Included in the packet was the draft list, which the Board would be considering the list as a whole. The APC Board needs to recommend that the list does or does not include an unmet transit need. If the list does include an unmet need it will then be analyzed by APC and LTA staff and back again to the SSTAC for a recommendation. The SSTAC will make a recommendation back to the APC for a finding, whether it contains a need that is reasonable to meet or not. Once the determination is final, it will then go further to budget discussion, whether there is funding available to fund the need.

- **Finding of Proper Notice – Director Leonard found proper notice to be given.**
- **Staff Report**

Nephele Barrett read the approved definition as well as the Unmet Transit Service Needs aloud to the board for clarification. Nephele noted four from the list have been carried over from last year, with the inclusion of one new for this year.

Approved Definition: Whenever a need by a significant number of people be transported by moderate or low cost transportation to specific destinations for necessary purposes is to being satisfied through existing public or private resources.

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 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.

- **Public Hearing** – Director Mattina opened the Public Hearing at 9:49 am. No public comment. Public hearing closed at 9:49 am.
- **Board Action (Continued to March 8, 2017)** – APC Staff asked this item be continued until March 8, 2017. Typically, in addition to the APC Board and SSTAC, the Technical Advisory Committee (TAC) is also given the opportunity to comment on the list. However, the January TAC meeting was cancelled; therefore the TAC members have not had the opportunity to comment. This item will be brought back for recommendation at the March 8, 2017 Board Meeting.

Director Simon made a motion to continue this item to the March APC meeting to allow the Technical Advisory Committee to provide comment prior to APC action. The motion was seconded by Director Scott and carried unanimously.

Roll Call Vote: Ayes (8) – Directors Simon, Scott, Perdock, Bennett, Mattina, Parlet, Leonard, and Rex Jackman (PAC); Noes (0); Abstain (0); Absent (1) Vacant Member-at-Large

RATIFY ACTION

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

Vice-Chair Mattina adjourned the Policy Advisory Committee at 9:53 am and reconvened as the APC.

9. 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 Simon and carried unanimously.

REPORTS

12. Reports & Information

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

Vice-Chair Mattina 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. Regional Transportation Plan (RTP) Update

John Speka, APC Planning Staff have completed a series of workshops pertaining to the Regional Transportation Plan (RTP) Update. The RTP is a 20-year plan that is updated by the Regional Transportation Planning Agency (RTPA) that includes all needs and priorities for transportation projects in the region. The workshops were to allow for public input on these projects and priorities in their local areas. The workshops have been held in Lakeport, Middletown, and Lucerne. Due to weather and flooding, the Clearlake workshop was postponed to a later date.

Staff offered an exercise at the workshop that gave the responsibility to the community member to spend transportation dollars on the priorities they seemed appropriate. As of

now, indications mostly point towards maintenance and rehabilitation, and bicycle and pedestrian projects. John also noted there have been surveys passed out as well as being available online. Staff is working to gather as much feedback and input as possible.

Next steps will be preparation of Administrative Draft. The document will be reviewed by local agency staff and Caltrans, then again circulate draft to the public for additional input. John reported the Final RTP is expected by end of the year.

2. Social Services Transportation Advisory Council (SSTAC) Update

The SSTAC met the day before the board meeting. The meeting covered a few updates, including the Non-Emergency Medical Transportation (NEMT) Program, the Pay-Your-Pal Program, and the CTSA formation of the non-profit. Previously it was reported that Lisa would be the primary Director during the formation of Lake Links (non-profit), but after further discussion it was decided that Eileen Dumont, People Services Executive Director and SSTAC Chair, will now take this role.

c. Lake APC Administration Staff

1. **Next Meeting Date** – March 8, 2017 (Lower lake)
2. **Miscellaneous** – None

d. Lake APC Directors

None

e. Caltrans

1. Rex Jackman, Caltrans didn't have a lot to report. Caltrans continues to make progress on the Lake 29 Expressway Project. Caltrans has been focusing on 3 or 4 storm damage, primarily existing in the State Route 175 valley fire area. Contractor already in those areas and working to resolve. Rex noted Caltrans will be attending the next APC Meeting in person.
2. **Miscellaneous** – None

f. California Association of Councils of Governments (CalCOG)

Next Directors meeting held on February 27, 2017.

g. Rural Counties Task Force

1. **Next Meeting Date** – March 17, 2017

h. Miscellaneous –

Lisa announced she has a meeting scheduled with Erin Thompson (HQ Regional Planning), Brad Mettam (Caltrans District 1) to discuss Rural Planning Assistance (RPA) funding. The APC receives \$294,000 of RPA funding every year, and over the years the requirements are becoming too strict and preventing smaller rural agencies from being able to do duties that these funds are intended to do. Lisa has called the meeting together to express our local concerns.

ADJOURNMENT

The meeting was adjourned by Vice-Chairman Mattina at 10:05 a.m.

Respectfully Submitted,

DRAFT

Alexis Pedrotti
Administrative Assistant



LAKE COUNTY/CITY AREA PLANNING COUNCIL STAFF REPORT

TITLE: 2017/18 Unmet Transit Needs
(Continued from 2/8/17)

DATE PREPARED: 03/01/17
MEETING DATE: 03/08/17

SUBMITTED BY: Nephela 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 to meet those needs if feasible. It also meets the citizen participation requirements of the TDA and is identified as a responsibility of the Social Services Transportation Advisory Council (SSTAC).

In 2014, the APC adopted definitions for “unmet transit need” and “reasonable to meet” to be used in the Unmet Needs Process, as required by TDA. The definitions approved by the APC are shown in the attachments.

The TDA requires that the Unmet Needs Process include a public hearing to provide the opportunity for citizen participation. At this hearing, the public may comment on and suggest additions to the list of potential unmet needs. The APC must then make a finding that either:

- a) The testimony *includes* “unmet transit needs” according to the APC’s adopted definition, and those needs are directed to APC and LTA staff for analysis and further review by the SSTAC; or
- b) The testimony *does not* include any “unmet transit needs” according to the adopted definition. Therefore, there are no unmet transit needs found for fiscal year 2017/18, and the annual process is concluded.

If the first finding is made, the needs will be further assessed by staff and reviewed by the SSTAC. Based on this analysis and a recommendation from the SSTAC, the APC will, at a later meeting, make a finding to determine if any of the needs are “reasonable to meet.”

The current Unmet Needs Process began at the December meeting of the Social Services Transportation Advisory Council, where a list of potential unmet transit needs was developed. A public hearing was then held at the APC’s February meeting. However, action was continued to March to allow the Technical Advisory Committee opportunity to comment on the list. The Technical Advisory Committee has now reviewed the list, and two additional items have been added.

Staff recommends that the APC make finding (a), as at least some of the items on the list can be considered unmet transit needs according to the adopted definition.

ACTION REQUIRED:

The APC should make one of the two findings shown above, using the definitions shown in the attachments.

ALTERNATIVES: None identified.

RECOMMENDATION:

Staff believes that at least some of the needs identified on the list qualify as unmet needs. It is recommended that the APC make finding (a), shown above and refer the list to APC and LTA staff for analysis.

Lake County FY 2017/18 Potential Unmet Transit Needs
Developed by Social Services Transportation Advisory Council and
Technical Advisory Committee

(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.
6. **Fixed route service on Sundays for the north shore communities.**
7. **Deviation from the fixed route in Lucerne to accommodate senior center lunch program.**

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

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

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

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



LAKE COUNTY/CITY AREA PLANNING COUNCIL STAFF REPORT

TITLE: Meetings Attended by APC Staff

DATE PREPARED: March 1, 2017

MEETING DATE: March 8, 2017

SUBMITTED BY: Lisa Davey-Bates, Executive Director

BACKGROUND:

Since our last Lake County/City Area Planning Council (APC) meeting packet, Administration and Planning staff has attended (or will have attended) the following statewide and local meetings on behalf of APC:

1. Lake APC & LTA Meetings 2/8/17
Lakeport
(Davey-Bates, Dow, Pedrotti, Barrett, Speka)
2. NEMT Update (w/Wall and Parker) 2/13/17
Teleconference
(Davey-Bates)
3. FTA Section 5310 Update (w/Wall and Parker) 2/13/17
Teleconference
(Davey-Bates, Speka)
4. Lake TAC Meeting 2/16/17
Lakeport
(Davey-Bates, Dow, Barrett, Speka)
5. Section 5310 Project Update (w/Wall and Parker) 2/17/17
Teleconference
(Davey-Bates)
6. NEMT Update (w/Wall and Parker) 2/21/17
Teleconference
(Davey-Bates)
7. California Transportation Foundation Forum (CTF) 2/22/17
Sacramento
(Davey-Bates)
8. Section 5310 Budget & Project Update (w/Wall and Parker) 2/23/17
Teleconference
(Davey-Bates, Speka, Sookne)
9. Section 5310 Budget & Project Update (w/Wall and Parker) 2/24/17
Teleconference
(Davey-Bates, Sookne, Speka)
10. CalCOG Directors Meeting 2/27/17
Sacramento
(Davey-Bates, Dow)

- | | |
|--|---------|
| 11. Section 5310 Project Update (w/Wall and Parker) Teleconference (Davey-Bates, Sookne Speka) | 2/27/17 |
| 12. Critical Urban/Rural Freight Corridor Workshop San Francisco (Dow) | 2/28/17 |
| 13. NEMT Conference Call (w/Wall and Parker) Teleconference (Davey-Bates, Speka) | 3/6/17 |
| 14. APC - Admin/Planning Coordination Meeting Ukiah (All) | 3/7/17 |

I will provide information to Board members regarding the outcome of any of these meetings as requested.

ACTION REQUIRED: None.

ALTERNATIVES: None identified.

RECOMMENDATION: None. This is for your information only.



LAKE COUNTY/CITY AREA PLANNING COUNCIL STAFF REPORT

TITLE: Super Region Transportation Needs Assessment

DATE PREPARED: March 1, 2017

MEETING DATE: March 8, 2017

SUBMITTED BY: Phil Dow, Transportation Planning Principal

BACKGROUND:

Although I had been informed as early as late September, the California Transportation Commission (CTC) decided in December to produce a statewide *Transportation Needs Assessment* to aid in the campaign to acquire more funding resources for California's transportation system. Rather than reporting agency by agency, the CTC wanted a more regional approach. Therefore, the job for contributing, coordinating, reporting fell naturally upon the North State Super Region (NSSR) for the northern tier of California. The NSSR is a coalition of 14 rural transportation planning agencies and 2 small urban agencies (Butte & Shasta) that lie north of the Metropolitan Transportation Commission (9 Bay Area counties) and Sacramento Area Council of Governments (Yolo, Sutter, and Yuba are northern SACOG members).

The timeline to contribute to the CTC's needs assessment was very short due to a March deadline imposed by the Commission. The NSSR draft was submitted by the February 24 deadline and was made possible by the cooperation of NSSR member agencies. A preliminary draft report was just distributed by the CTC on February 28.

The importance of the Commission's assessment is that it highlights the deterioration of transportation infrastructure across the state and illustrates the type of repairs and improvements that transportation agencies would make if revenues were to become available.

As far as the APC is concerned, I found that due to the recent completion of the SR 299 project on Buckhorn Summit (Shasta and Trinity counties) and the Willits Bypass, the major State Highway widening project that remains incomplete within the NSSR is the Lake 29 project. This project is highlighted in the CTC's draft assessment.

The report that was prepared by the North State Super Region for input into the California Transportation Commission's assessment is attached. We expect that the Commission will publish the final needs assessment this month.

You may be able to identify some of the photos in the NSSR report. I will be available to respond to any questions the board may have.

ACTION REQUIRED: None.

ALTERNATIVES: None identified.

RECOMMENDATION: None. This is for your information only.

Information

Packet



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

Tuesday, February 7, 2017
1:35 p.m.

Umpqua Bank Board Room
805 11th Street
Lakeport, California

Caltrans – District 1
Teleconference
1656 Union Street
Eureka, California

Present: Ilene Dumont (Chair), Mark Wall, Michelle Dibble, Paul Branson (Vice-Chair), Kaye Bohren, Karl Parker, and teleconference: Dave Carstensen

Absent:

Also Present: Tavi Granger, Lisa Davey-Bates, John Speka, Phil Dow, teleconference: Rebecca Southwick

Call to order

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

1. Public Input

No public input, however, Lisa noted that comments were received from a RTP Workshop held in the Lucerne Senior Center prior to the SSTAC meeting inquiring about Sunday transit service. It was considered unlikely given the current funding situation, but was mentioned in order that it be added to this year's list of unmet needs for the region.

2. Approval of SSTAC Meeting Minutes

A motion to adopt the draft December 13, 2016 minutes was made by Mark Wall. Dave Carstensen wanted to clarify that at the bottom of page 4, regarding the Sustainable Transportation Planning Grant application, that the Bus Passenger Facility request was for planning purposes only and not for structures or facilities themselves. Paul had a correction on page 3 under NEMT heading noting that Karl was in contact with the "Sonoma County" Area Agency on Aging Transportation Council. Mark amended the motion to include the corrections and clarifications. Seconded by Paul and approved unanimously.

Action Item: Acknowledge minor corrections and clarifications as noted and approve the December 13 minutes.

3. Non-Emergency Medical Transportation (NEMT)

Karl had not yet arrived to discuss update on Pay-Your-Pal program. Paul noted that he had spoken to Karl and the number of participants was up to 15 as of December. Lisa discussed status of the non-profit (Lake Links) formation. While it was originally decided that, for paperwork purposes, Lisa as the LTA Executive Director would be the initial member in order

to launch the non-profit, possible changes in how the operating contract is awarded could lead to a conflict of interest, especially, if an RFP list were to include consulting firms such as Davey-Bates Consulting. Because of this, Ilene as the SSTAC chair, was asked to fill the role as the founding member to start, at least until the non-profit paperwork could be submitted. Ilene agreed to fill the role. Issues such as by-laws and board composition have yet to be determined otherwise.

Karl apologized for being late but was currently dealing with a computer virus that likely erased all of his current and past work as well as his contacts. He provided an update to the Pay-Your-Pal program. Program is broken down into mileage reported and mileage allowed categories. In December, approximately 2,500 miles were reported (by 13 people) with 1,800 allowed. In all \$641.62 was paid out. Average trip was 22 miles for those participating, with \$5.58 payments being made by LTA for each trip. Allowable miles were 16.7 (\$5.88 per trip). For the 2016 calendar year, the average allowable trip mileage was 14.4 (\$5.04 per trip). Cost per mile wasn't calculated, but for the year, the total cost was \$4,558.40. For 2016, total allowable mileage was 13,024 (with 15,466 total miles). This calculates (according to Mark's calculation) to 26.5 cents a mile, which is a fairly low cost for LTA. This is all based on monthly reports from the riders. Reports for January 2017 will be tabulated soon.

Program has slowly grown from 6 people through the first half of 2016 with brochures being made available at senior centers and other service agencies. Also, a presentation was given at County Adult Services considered to be helpful with the outreach efforts. As the new Interim Manager for Adult Services, Tavi Granger was noted as being the person to contact for any future coordination. Karl noted more being interested in the program as seen by 4 new messages on his phone. Program is becoming noticed through IHSS referrals, Adult Services and word of mouth.

Mark noted that money for the program is coming through Local Transportation Funds, basically transit money. Additional money is being sought through a 5310 grant currently being prepared hopefully allowing for continued growth of the program, among other things. LTF funds would otherwise be able to maintain the program for about two more years. In the event that the program grows, some type of "eligibility committee" may be warranted to ensure funds are being used for eligible riders. Formation of the CTSA is also a means of funding the program by having the medical community, as beneficiaries of the services, help cover the costs. For instance hospital foundations such as Sutter Hospital Foundation could donate money whereas they are not able to currently give money to a government entity like the Transit Agency. Medi-Cal may also be a source to look to in the future. Currently an application to become a Medi-Cal provider is on hold as other priorities have taken precedence. Michele offered to sit on a committee to review criteria along with Tavi. Committee could be modeled on similar type review committees in rural areas.

4. Consolidated Transportation Services Agency (CTSA) Update

Item discussed previously regarding changing the founding member from Lisa to Ilene. Also, brief discussion about the articles of incorporation including "low income" eligibility for certain services on top of those already considered for seniors or individuals with disabilities. Minutes for December 13, 2016, CTSA ad hoc committee meeting were looked at noting that Michele was not present as stated, while Ilene was at the meeting (not stated).

Action Item: Acknowledge minor corrections to December 13, 2016 ad hoc committee minutes as noted. No approval of minutes needed as they were intended for informational purposes only.

5. Update on Lake Transit Projects and Grants

a) FTA 5311(f) Program

Mark discussed rural inter-city bus grant program that used to pay 100% of costs for Routes 3, 4, 1 and 7. They were broken in to two projects, with each receiving the full amount of \$300,000.00 (for a total of \$600,000.00). This year the funding is cut down to \$496,691.00. Next year it will be cut by another 26%, or by approximately \$129,000.00, lowering the total to about \$367,750.00. To put it into perspective, however, previous to receiving the “two project” amount of \$600,000.00, the program used to receive about \$180,000.00 from that source, so over the long term, the funding is still above what it was several years ago. Services will still need to be cut because of the reduced funding. Route 7 connects to Ukiah and can't be cut because its runs are grant funded and other federal money would be lost as a result. Route 3 is almost completely grant funded as well so it would also need to remain intact. Route 4 (Lakeport to Clearlake along Route 29) would probably need to cut some evening hours. Route 1 (Lakeport to Clearlake along Route 20) will also probably need to cut back on services, even though it has been consistently growing in ridership over the past few years. The cuts need to take place by the 2017/18 fiscal year, but perhaps can happen sooner in an effort to phase the reduced service. Possibly by late spring when school finishes.

Another option could be to cut other services such as Route 2 (Cobb Mountain) which is already underutilized with respect to ridership (about 1.5 passengers per hour currently). Since the fire, the presumption is that less elderly and disabled are living in that area. Michele may be able to look at Social Services records to confirm although they might be limited in that their records only pertain to those that utilize County Social Services. A public hearing could be helpful for the Cobb Area community to express whether continued service in that area is still important.

b) FTA 5310 Grant

Karl discussed three applications being made for three projects. The first is for the mobility management program previously covered by the 5317 Grants, or New Freedom, which has since been rolled into the 5310 program. The second project is the volunteer driver program which includes Pay-Your-Pal, but will also include a component with a pool of drivers for those who aren't able to get rides from people they know. The third request is to fund a NEMT program for patients to get to Santa Rosa a couple of days a week. The plan would be to use central collection point “hubs,” such as senior centers, from where shuttles could drive to Santa Rosa and link with local transportation services once there. Also, perhaps Cobb service to help people get to the senior center hubs, such as Middletown where a shuttle could pick up users. It would be a subscription based program with reservations, etc. Also, as part of the third piece would be having each senior center in the county offer social group trips once a month (e.g. non-NEMT trips, farmer's market, etc.). General discussion about NEMT and Pay-Your-Pal and what should be included in the application.

c) Lake Transit Hub Location Plan Update

Mark discussed preferred location (County owned property on Dam Road Extension) and issues arising over perceived security problems. It was believed by representatives of the schools across the street that the transit hub will attract homeless people to the area. This stems from the current transfer point near Ray's Food Place being located near an existing homeless encampment, although there is no evidence that the homeless population is caused by the transit stop. An alternative site near Safeway on Olympic Boulevard was also considered, although it is less desirable than the previously determined “preferred site.” One of the primary reasons is that the Dam Extension Road site allows LTA to have better decision making control with respect to security. A security expert's analysis was able to demonstrate to

the school officials that the homeless issues would not be exacerbated by locating the hub at the preferred site. Mitigation measures may need to be included to address concerns that could arise. Having addressed concerns of the community, the next steps will involve approvals from the Lake APC/LTA Board and then finish negotiating with the County for purchase of the land. The plan itself is expected to be finalized by the end of this fiscal year.

d) Other Grants

Mark discussed Low Carbon Transit Operating Program (LCTOP) Funds, or money derived from the sale of carbon tax credits, totaling about \$30,000.00 a year. The money can only be spent on certain items that can demonstrate the reduction of greenhouse gases (GHGs). Last year money was applied for to replace bus stop signs, arguing that better visibility of bus routes, stops and schedules would result in more users of public transit, and thus, GHG reductions. This year, an application is being considered to buy student transit passes which could lead to longer range partnerships between the colleges and transit agency (e.g. student fees for parking/bus passes where portions would go to LTA). It would also serve the purpose of promoting student ridership.

6. Update on Lake Transit Authority (LTA) Meetings

a) Draft December 14, 2016 LTA Meeting Minutes

Mark discussed the December LTA meeting minutes and discontinuing a plan to convert buses to run on propane as opposed to diesel. The air quality benefits would not justify the costs involved. Lights are being replaced with LED which will save money. First quarter operating stats report. Ridership was boosted due to free rides during the fall (2015) and winter (2016) paid for by federal assistance from the Valley Fire disaster. This year's Clayton Fire did not receive federal money and free rides were only given for a week. Overall ridership fell in the aftermath as a result.

b) February 8, 2017 LTA Agenda

Mark discussed agenda for LTA Board meeting scheduled for next day (February 8). Report on first half of the FY operating report, operations and maintenance RFP with contract to be awarded by March 8 LTA meeting, advertising services RFP and 5311(f) Grant among items to be discussed.

7. Update on Human Services Transportation Programs

Karl discussed that a few 5310 grant small buses were returned from two senior centers, Live Oak and Lucerne, because they had no budget for the operating costs. The buses were in service for Dial-A-Ride in Clearlake and Lakeport. Two of them will end up going to People Services to replace two retired vehicles (both over 300,000 miles). The new vehicles will be added to reporting sheets from People Services to LTA and LTA will keep records for Caltrans purposes as well. Should be ready for use by April 1. A third vehicle will likely end up with St. Helena Hospital once appropriate paperwork (e.g. MOU, Caltrans approval, etc.) can be finalized.

8. Discussion of Issues and/or Other Topics

a) RTP Workshop Update

John reported on the Regional Transportation Plan (RTP) Workshops held to date. A series of workshops were held in Lakeport, Middletown and Lucerne. A fourth had been scheduled later the same evening (February 7) in Clearlake but had been postponed due to potential flooding in and around the Clearlake region. The purpose of the workshops is to gather as much community input as possible regarding potential transportation projects to be added into the 20-year planning document. The workshops have not been very well attended given the

nature of the topic for many community members. The workshops entail a PowerPoint presentation explaining what the plan is about and why it is needed. Workshop participants are asked to prioritize the types of projects they'd like to see included in the plan. A budgeting exercise is presented in which fake "transportation dollars" are given and asked to be distributed among 12 different types of transportation projects in a variety of modes (e.g. bicycle, pedestrian, street repair and maintenance, expanded transit services, etc.). So far the majority of "dollars" have gone towards the road repair, bicycle and pedestrian facilities categories.

John also noted that he was able to contact potential candidates for the vacant seats on the SSTAC including Tavi Granger (Interim Manager for County Adult Services) and Rebecca Southwick (Representative from St. Helena Hospital in Clearlake), both of who sat in on today's meeting. Another vacant seat for a Social Services Handicapped Provider will also need to be filled and John will contact a member of Vietnams Vets of America (Dean Gotham was recommended by the previous rep Frank Parker) or else someone in the Clearlake VA Clinic to see if a representative is interested in sitting on the Council. Karl suggested a contact in Lakeport (Saul Sanabria). By the next meeting in May, the SSTAC can give a formal recommendation to the APC Board which will make the actual appointment during the following day's meeting.

9. Date for Next Meeting

Next meeting is scheduled for May 9, 2017.

10. Announcements/Good of the Order

None

11. Adjourn

Meeting adjourned at 3:47 PM.

Respectfully Submitted,

John Speka – Senior Transportation Planner



LAKE COUNTY/CITY AREA PLANNING COUNCIL

Lisa Davey-Bates, Executive Director
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TECHNICAL ADVISORY COMMITTEE MEETING Draft Meeting Minutes

Thursday February 16, 2017
9 a.m.

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

Present

Todd Mansell, Department of Public Works, County of Lake
Kevin Ingram, Community Development Department, City of Lakeport
Bill Clemons, City Engineer, City of Clearlake
Mark Wall, General Manager, Lake Transit Authority (by telephone)
Dave Carstensen, Caltrans District 1

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
Nephele Barrett, Program Manager, Lake County/City Area Planning Council
Alexis Pedrotti, Administrative Assistant, Lake County/City Area Planning Council (by telephone)
Suzie Theiss, Caltrans District 1 Local Assistance
Alexis Kelso, Caltrans District 1 Local Assistance

1. Call to order

The meeting was called to order at 9:10 a.m.

2. Approval of November 17, 2016 Lake APC TAC Minutes

Todd asked that a correction be made under #5, the word “agreeance” should be changed to “agreement.” Also under #6ci, regarding the Lakeport Active Transportation Program grant on Hartley Street, sentence reading “Kevin and Todd to get information on potential areas as evidence” should be struck as the reference was confusing, relating to previously collected data for the project and not intended as direction to provide any additional information.

Dave requested clarification on #6di (Lake County Project Updates). The sentence referencing an ADA overcrossing project in Lakeport Boulevard,” should be revised to read “on Lakeport Boulevard at the State Route 29 interchange.”

Kevin Ingram made a motion to approve the minutes as amended, seconded by Todd, and carried unanimously.

3. Discussion and Recommended Approval of Administrative Amendment to 2016/17 Overall Work Program (OWP)

Lisa reviewed staff report regarding a current 2nd Quarter status of expenditures and noted that there were concerns over lack of spending for certain items that risked being forfeited if there was continued inaction through the second half of the 2016/17 fiscal year. The four Work Elements with the highest balances were noted as **Work Element 602** (Transit Service Reliability & Performance), **Work Element 606** (Speed Zone Studies), **Work Element 614** (Countywide Sign Inventory Project) and **Work Element 616** (Training). If the items were to be carried over into the next fiscal year, an administrative amendment may be used to swap out funding so that no money would need to be given up for the year. It was felt that the subject elements should be reviewed by the TAC to see what, if any, plans for spending those funds may exist during the second half of the fiscal year.

Todd discussed **Work Element 614**, noting that the lack of progress on the sign inventory was due to the continuing rain which was responsible for the County frequently getting sidetracked. A consultant had yet to be chosen to do the work. At this point, he wasn't confident that the project could be completed by June 30 (end of the FY). Lisa offered APC staff assistance with the RFP process. Todd still wanted to coordinate with the cities for details regarding their signs and databases and how to proceed from there. Bill mentioned that Clearlake had a GIS database. Todd suggested use of the "Street Saver" program that has a sign module and it is tied in to the MTC (Metropolitan Transportation Commission) Street Saver database that all jurisdictions have access to. Kevin mentions that Lakeport staff was trained on the Cartograph program which is used for inventory purposes. Three different software programs were being used by the County/city jurisdictions and Lisa asked whether one consultant would be able to pull the necessary data from those sources. She also questioned whether the allotted \$75,000.00 would be sufficient to do the inventory, or if more was needed. Lexi added that much of the 2015/16 PPM monies could get expended if the jurisdictions could begin the process during the second half of this Fiscal Year. If the FY 2015/16 Planning, Programming & Monitoring (PPM) money was used first, the rest of the funds could be used at a later date.

Lexi discussed **Work Element 616** that had expiring Rural Planning Assistance (RPA) funds for training. It had been carried over for some time and \$5,100.00 still needed to be used or lost during this Fiscal Year. If OWP amendments need to be made, it would have to happen within the next month or so. It was decided that an administrative amendment to the OWP swap the \$5,100.00 to Work Element 614 which would still allow for some flexibility with regard to sign inventory funds beyond that amount.

Mark discussed **Work Element 602** noting he would not have a problem spending the approximately \$3,500.00 that would be expiring according to Lexi.

Phil discussed **Work Element 606** regarding speed zone studies. The studies have been on hold due to the rains and wet pavement. City of Lakeport had recently been done although some opposition remained over the findings. Recent regulatory changes had resulted in allowances for a seven-year cycle of studies in areas enforced by the CHP. This includes the County roads. Cities remain on a five-year schedule. Some areas that haven't experienced

land use changes can be extended out to 10 years. Phil has been trying to group together areas to study based on allowable time cycles and geographic region. Once weather permits, spending of funds could begin.

In summary, Lisa discussed that Mark would be able to spend at least half of the LTA funds (WE 602) and carry over the remainder, Phil would be using speed zone study funds (WE 606) when weather permitted, Lisa was to talk more with Todd, Kevin and Bill regarding sign inventory (WE 614) plan details, however at least \$5,100.00 would need to be spent that will be swapped out from the training funds (WE 616) to allow for additional flexibility. *Kevin made a motion to do an administrative amendment to the OWP consistent with today's discussion (swapping \$5,100.00 of RPA funds from WE 616 to WE 614), seconded by Todd, and carried unanimously.*

4. Discussion of Draft 2017/18 Overall Work Program Project Requests

Lisa reviewed the staff report regarding the 2017/18 OWP, noting that a total of \$428,134.00 is anticipated to be available. However, potential expenditures based on needs will reach approximately \$528,996.00, a gap of approximately \$100,000.00. Dow and Associates' planning contract is required to be covered, so cuts totaling \$100,000.00 will need to come from other expenditures, or additional Local Transportation Funds (LTF) will be needed.

New work elements are included in the 2017/18 summary of requests. A Transit Asset Management (TAM) Plan (WE 603) is required per federal regulations. Mark discussed the possibility of partnering with Mendocino County to develop a plan and perhaps save money in the process, but ultimately it was felt to be faster and more specific to Lake County needs to do one for Lake County only. As a long-range capital plan, it could be used in part for inclusion within the RTP. Per Lisa, as a regional planning document, it could qualify for RPA funds. Mark felt it should be done during the next fiscal year.

Other work elements were looked at to see if the requested funding levels were accurate. Another new work element request was Work Element 609 for a Lake Transit ADA Plan. Mark discussed how the original ADA Plan was adopted in 1997 but had yet to be updated. Each new grant application has relied upon the fairly old ADA Plan and Mark felt that an update is warranted. The update could possibly wait until the next Transit Development Plan is prepared, although that is about three years out and the ADA Plan update really shouldn't be delayed that long. Dave suggested just spending about \$5,000.00 of the requested \$35,000.00 on RFP for this fiscal year and putting off the need for the rest of the funds until the following FY as a means of freeing up \$30,000.00 to bridge the \$100,000.00 gap discussed above. Especially given that chances of completing both the TAM and the ADA Plan Update in the 2017/18 FY were slim anyway with all of Mark's other responsibilities. However, by beginning the RFP process, grant applications can note that a commitment has been made with an update in its early stages.

Nephele discussed proposed Work Element 611 for a Pavement Management Program Update. Typically included are full surveys of arterials, collectors and local roads. One option to cut costs would be to leave out of the survey roads with a PCI of less than 25, which are already considered to be failing. Given that maintenance budgets have been non-existent in recent years, Phil posed the question as to how much the survey would be used. Todd mentioned that the County was unlikely to rely on it as they have minimal funds for

maintenance. Sales taxes were just passed in Clearlake and Lakeport, so there is optimism that roads will be maintained and the PMP survey would be useful for the cities' roads (including local streets). It was decided that the PMP survey should be funded except that roads with indices under 25 (already failing) would be excluded. Once roads drop below that threshold, they are not worth maintaining because they would need to be fully reconstructed at that point. Nephela will need to gather more info to see how much the costs of the PMP would be decreased by eliminating the low PCI roads from the survey.

Lisa summarized, stating that bridging the \$100,000.00 gap will consist of a reduction in funding for the ADA Plan (WE 609) for the next year, PMP Update (WE 611) reduction to be determined, and using more from LTF funds or cutting local agency funding, or a combination of both. RPA funding needs to be accurately spent on allowable expenses (e.g. regionally significant, planning related, etc.). Lisa is to meet with State staff to talk about RPA fund programming and the 2017 RTPA Guidelines update. She will request they consider broadening RPA eligible uses as they have in the past. More feedback will be sought once an updated summary request can be calculated.

5. Discussion of Unmet Transit Needs

Nephela discussed the unmet transit needs process. This is the third year in a row that such a formal process has been used. It is required of counties that allocate LTF funds to streets and roads. While Lake County doesn't utilize LTF funds for these purposes, it is still felt to be a useful process to fulfill some responsibilities of the SSTAC as well as to provide info to LTA to ensure transit dollars are being spent appropriately. The process started this FY in December 2016 before the SSTAC, where a draft list of unmet needs was developed. The APC Board is responsible for determining whether the list meets the definition of "unmet transit needs." If a finding is made that the list does contain all or some unmet transit needs, the list is taken back to APC and LTA staff as well as to the SSTAC to further analyze. The APC Board must ultimately determine whether the unmet needs are reasonable to meet. While the SSTAC reviewed list was brought before the APC Board earlier in the month, no findings were made at that time so that the TAC would first have a chance to review and make a recommendation. Formal action will be taken before the Board next month based on today's recommendation.

The TAC was asked to review the list of unmet needs and revise or add as they deemed fit. Nephela went through the list, noting that the first four items had been carried over from last year, some determined to qualify as unmet needs, others not. The list included 1) medical trips to St Helena Clearlake and Sutter Health Lakeside, 2) eastbound service to Spring Valley and further east to connect to Sacramento area, 3) NEMT within outlying areas of the County, 4) NEMT to out-of-County locations, 5)(new addition this year) expanded transit service and mobility training to accommodate job placement for developmentally disabled. The newest item is based on a new federal mandate. The TAC was asked whether anything should be added to the list. John noted that the topic of fixed route Sunday LTA service was discussed at a recent RTP Workshop at the Lucerne Senior Center and that Lisa suggested at the last SSTAC meeting that the item should be included to the list. Lisa also noted a request for deviated transit lunchtime service to pick up and drop off seniors. The list will next go back to the Board in March to determine whether there are needs on the list to consider and analyzed before final decision is made on reasonableness of individual items.

6. **Announcements and Reports**

a. **Lake APC**

i. **California's Transportation Funding Crisis and Local Impacts**

Lisa discussed general transportation funding issues. SB 1 (Beall) bill has passed through the Housing and Transportation Committee which is a positive development. Kevin noted that a League of Cities update said that the bill may be voted on by April.

ii. **Regional Transportation Plan Update**

John discussed a series of workshops that APC had conducted in Lakeport, Middletown and Lucerne. Attendance was fairly low. A follow up luncheon presentation was given in Lucerne before seniors at the Senior Center. The workshops included a budgeting exercise that involved each participant being given \$100 of fake "transportation dollars" and asked to divide it among a variety of 12 different types of transportation projects. The most interest to date seems to be around road maintenance and bike and ped projects. A workshop was also scheduled for Clearlake on February 7, but had to be postponed due to concerns over potential flooding. A yet to be determined makeup date will hopefully have the workshop rescheduled within the next couple of weeks. Once the workshops are completed, the first public outreach phase will be over and a draft RTP document can be prepared. Feedback will be solicited on the draft at that time so there will be more opportunity to comment.

iii. **Miscellaneous**

None.

b. **Lake Transit Authority**

i. **Transit Hub Location Plan Update**

Mark discussed preferred location (County owned property on Dam Road Extension) and issues arising over perceived security problems. It was believed by representatives of the schools across the street that the transit hub will attract homeless people to the area. A security expert's analysis was able to demonstrate to the school officials that the homeless issues would not be exacerbated by locating the hub at the preferred site. Security issues were shown to be based more on overall school security and less because of transit hub activities. A draft plan can now be finalized and will hopefully be adopted by May or June.

ii. **NEMT/CTSA Update**

Mark discussed development of the CTSA as a non-profit as opposed to it being under the transit authority as it is now. By doing so, it is believed that funding of the programs will be easier by being able to work more closely to the hospitals and have some funding come through their foundations in support of NEMT. Otherwise, foundations aren't allowed to contribute money to a public program. The non-profit model will have much more flexibility with funding through a variety of sources unlike the present situation.

iii. FTA 5310 Grants

Mark discussed a current grant application being prepared by Karl Parker with the help of others. Deadline is March 1. The application is for extension of the mobility manager's position, "travel training" (referred to in the past as an ambassador's program), an operating component that will pay for the Pay-Your-Pal program and a volunteer driver program and an out-of-county NEMT component. It is a three-year request. Some discussion of the electronic grant management (BlackCat) system and how it has been complicating matters to a degree.

iv. Miscellaneous

Mark briefly discussed the operations and maintenance contract process that LTA is currently going through. Only one proposal has been received, although about four had expressed interest at the pre-bid phase. It was believed that many dropped out after seeing what a good job the current contractor was doing and that it would be difficult to compete at a price and performance level. The process has been consuming a good amount of Mark's time.

c. Federal & State Grant Status Reports

i. Other Grant Updates

Lisa noted that the Federal Lands Access Program (FLAP) has a call for projects out. The County road to Lake Pillsbury had been closed for a while and improvements to it could be a project to consider. Possibly partnering with Mendocino County as it could be more competitive as a multi-jurisdictional application. Phil also mentioned word will be coming within the next month or so on the success of the Sustainable Transportation Planning Grant regarding countywide identification of gaps in pedestrian facilities.

Bill asked about roundabout at SR 53 and Dam Rd Ext. and additional studies. Omni Means prepared a study felt to be fairly recent regarding the project. Cars have been backing up onto SR 53 from the current intersection. Todd noted HSIP funds that could be looked into to replace existing signals with roundabouts. This spring, a new HSIP cycle is anticipated.

d. Caltrans

i. Lake County Project Updates

Dave noted that Caltrans projects haven't changed since the previous month. He reviewed the project list adding that this summer should be fairly light with respect to Caltrans projects. However, the project dates can be helpful for the local jurisdictions to know when to plan their own projects to avoid conflicts. Lisa briefly discussed design of roundabouts to accommodate community concerns.

ii. Other Updates

None.

e. Miscellaneous

i. North State Super Regional Needs Report Update

Phil discussed that the CTC putting together a report to address needs around the State. Something should be out by next week with the purpose being to demonstrate that action is needed with regard to funding. Out of the 16 county area, the primary capacity increasing project was felt to be the Lake 29 project which the CTC rep that Phil mentioned this to agreed with.

7. Information Packet

a. Record Bee- Community News Hartley Street Project

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.

None.

9. Next Proposed Meeting – March 23, 2017 (Due to conflict with CTC meeting on regular on March 16)

10. Adjourn Meeting

Meeting adjourned at 11:45 a.m.

Respectfully Submitted,

(Draft)

John Speka
Lake APC Transportation Planning