



# 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 9, 2016  
TIME: 9:30 (or as soon thereafter as the Lake Transit Authority Meeting Adjourns)  
PLACE: Lamkin-Sanchez Transit Center    Caltrans-District 1    Dow & Associates  
9240 Highway 53    Teleconference    Teleconference  
Lower Lake, California    1656 Union Street    367 N. State Street, #208  
Eureka, California    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 10, 2016 Minutes

### REGULAR CALENDAR

5. Public Hearing: Unmet Transit Needs for Fiscal Year 2016/17 (*Barrett*)
  - a. Finding of Proper Notice
  - b. Staff Report
  - c. Public Hearing
  - d. Board Action (refer to written staff report)
6. County of Lake/City of Clearlake Sales Tax Polling Results and Next Steps (*Dow, Robertson*)

### RATIFY ACTION

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

### REPORTS

9. Reports & Information
  - a. Lake APC Staff Summary of Meetings – Administration and Planning Services
  - b. Lake APC Planning Staff
    1. Active Transportation Program (ATP) Plan Update
    2. ATP Cycle 3 Update and Schedule

- c. Lake APC Administration Staff
    - 1. Next Meeting Date – **April 13, 2016 (Lower Lake)**
    - 2. Miscellaneous
  - d. Lake APC Directors
  - e. Caltrans
    - 1. Lake 29 Expressway Update
    - 2. Miscellaneous
  - f. California Association of Councils of Governments (CalCOG)
    - 1. Regional Leadership Forum – **March 30-April 1, 2016 (Monterey)**
    - 2. CalCOG Directors Meeting – **April 19, 2016 (Sacramento)**
  - g. Rural Counties Task Force
    - 1. Next Meeting Date – **March 11, 2016 (Sacramento)**
  - h. Miscellaneous
10. Information Packet
- a. SSTAC - Draft December 8, 2015 Minutes
  - b. SSTAC - March 9, 2016 Agenda
  - c. Lake TAC - Draft February 18, 2016 Minutes

## ADJOURNMENT

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### 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 3, 2016

### Attachments:

*Agenda Item #4 – Lake APC Draft 02-10-16 Minutes*

*Agenda Item #5 – Unmet Needs – Public Hearing Notice & Staff Report*

*Agenda Item #9a – Summary of Meetings Staff Report*

*Agenda Item #9b2 – ATP Guidelines MCOG Letter to CTC*

*Agenda Item #10 – Information*

- a) – SSTAC 12/8/15 Draft Minutes*
- b) – SSTAC 3/9/16 Agenda*
- c) – Lake TAC 2/18/16 Draft Minutes*



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

Wednesday, February 10, 2016

**Location:** Lakeport City Council Chambers  
225 Park Street, Lakeport, California

### Present

Jim Comstock, Supervisor, County of Lake  
Russell Perdock, City Council, City of Clearlake  
Gina Fortino Dickson, Council Member, City of Clearlake  
Stacy Mattina, City Council Member, City of Lakeport  
Martin Scheel, Mayor, City of Lakeport  
Chuck Leonard, Member at Large

### Absent

Vacant Position, Member at Large  
Jeff Smith, Supervisor, County of Lake

### Also Present

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

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### 1. Call to Order/Roll Call

Chairperson Scheel called the meeting to order at 10:33 am. Alexis Pedrotti called roll. Members present: Comstock, Perdock, Fortino Dickson, Mattina, Scheel, Leonard and Jackman (PAC).

### 2. Adjourn to Policy Advisory Committee

Chairperson Scheel adjourned to the Policy Advisory Committee (PAC) at 10:34 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 Councils of Governments (CalCOG)

*Director Fortino Dickson nominated Director Scheel for the 2016 Chairman position for the Lake County/City Area Planning Council. The motion was seconded by Director Perdock and carried unanimously.*

*Director Scheel nominated Director Fortino Dickson for the 2016 Vice-Chairman position for the Lake County/City Area Planning Council. The motion was seconded by Director Comstock and carried unanimously.*

Lisa Davey-Bates reminded the board there is also the need to nominate the Executive Committee for 2016, which in the past has typically been filled by the Chair, Vice-Chair and one additional member, keeping geographic equity in mind. Last year the members were Chair Scheel, Vice-Chair Fortino Dickson and Director Comstock.

*Director Perdock nominated Chair Scheel, Vice-Chair Fortino Dickson and Director Comstock to the Executive Committee for 2016 for the Lake County/City Area Planning Council. The motion was seconded by Director Leonard and carried unanimously.*

Lisa Davey-Bates reported that the CalCOG representative needs to be re-elected every calendar year as well, and noted that Director Leonard filled the position last year. Director Leonard mentioned he enjoys participating in these meetings and would love to continue. Director Smith was nominated as the alternate.

*Director Perdock nominated Director Leonard as the CalCOG Representative and Director Smith, Alternate, for 2016 for the Lake County/City Area Planning Council. The motion was seconded by Director Fortino Dickson and carried unanimously.*

#### **4. PUBLIC EXPRESSION**

None

#### **CONSENT CALENDAR**

##### **5. Approval of December 9, 2015 (Draft) Minutes**

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

#### **REGULAR CALENDAR**

##### **6. California's Transportation Funding Crisis**

Several attachments in were included in the packet for review, as well as two handouts which were distributed at the meeting. Nephela Barrett began by reporting on the current transportation funding crisis situation. Nephela noted out of her 15 years with the agency, this is yet the worst she has seen.

The reasoning behind the crisis lies within the source of revenues. The sources of funding have been changed over the years and significantly affecting the revenue stream. The biggest source of transportation revenues are the gas taxes, which include 3 separate taxes – a Federal excise tax, a State excise tax and a State price-based excise tax. The federal tax is 18.4 cents per gallon. This tax has not been changed since 1993, and has fallen behind inflation. This tax is a flat amount that doesn't change even when gas prices fluctuate. The rise of popularity in fuel efficient vehicles also affects the amount gas being purchased and taxes being collected.

The other two state taxesh flow into the Highway User Account (HUTA). The regular state excise tax is 18 cents per gallon and doesn't change. This gas is also affected by the fuel efficient vehicles. The price-based excise tax was a result of the 2010 fuel tax swap. The price based tax is adjusted annually by the Board of Equalization based on the projected price of gas. This was intended to be revenue neutral, which initialed worked okay, but has not in the past few years due to the significant drop in fuel prices..

Additionally there is a "true up" each year, where the BOE looks back, and adjusts funding in an attempt to keep the price-based excise tax revenue neutral. . These adjustments have resulted in losses over the past couple of years. As much as we all enjoy the gas prices being much lower, that is not good for transportation revenues.

The price-based index funds flow 12% to the SHOPP Program, 44% to the STIP, and the other 44% goes to cities and counties based on the HUTA formula. One of the attachments that were provided was the listing of the HUTA projections for the cities. The HUTA revenues for 15/16 are significantly lower. Last year the HUTA revenues were reduced by over half from the previous year, and unfortunately this year's reduction is even worse.

This will be an issue many board members will be hearing more about from their staff and addressing how this has impacted the STIP, considering 44% of these revenues go into the STIP. Lisa Davey-Bates also noted, another attachment included for the board members was the HUTA Estimates. Page 2 of the attachments gives the best breakdown of how the funding is distributed by jurisdiction. This process is complicated to understand and the attachment helps to clarify. One additional impact of the gas swap in 2010, was that it allowed repayment of bond debt on a set schedule, which means when less funding is coming in, the same debit repayments are made, resulting in even less funding to allocate.

With all the devastating news, there is a glimmer of hope. There has been a Special Legislative session to discuss the transportation funding crisis. Although nothing is approved yet, there are three proposals currently being considered. The most recently introduced is AB 1591 (Frazier Bill), as well as the Beall Bill (SBX-1-1). Also offering hope is the Governor's proposed budget, which could increase transportation revenues up to \$3.6 billion annually. There was handout comparing these three proposals that was reviewed by APC staff. All increase revenues for transportation, both the Beall bill and Frazier bill increase the gas excise tax, and then adjust it based on inflation. A diesel tax increase is also included, which isn't discussed much, but these funds are for different types of projects. Both the Beall and Frazier bills propose increases to vehicle registration fees, \$35 and \$38 dollars. They also propose road access fees of \$35 and \$65. The Beall and Frazier bills propose surcharges for electric vehicles. Electric vehicles do not use gas, and do not pay gas taxes and therefore will pay this surcharge for their impacts on road surfaces. Two of the proposals call for Caltrans efficiencies of up to 30%. Nephele mentioned many more details on these proposals have been provided in the packet.

Another attachment included in the packet was a letter from the California Transportation Commissioners explaining to the legislator the current funding crisis. The letter included a list of potential projects at risk. The Commissioners have also requested that the local RTPA's write a similar letter to not only express their concern, but to also address the local impacts this funding crisis will have, as well as urge them to fix the problem.

Lisa has written two letters and they were attached in the Board Packet. These letters summarize what Nephele just reported to the Board. The letter expresses the concerns and the impacts of having to delete projects in the STIP. Lake County was provided an estimated target of \$1.7 million in reduced projects from the California Transportation Commissioners. Lisa's letter included two projects that the Lake APC is offering to delete:

- City of Clearlake: Preconstruction funds for Dam Rd. / Phillips Ave Extension - \$93,000
- City of Lakeport: Preconstruction funding for intersection improvements at Lakeport Blvd. / S. Main Street - \$265,000

Lisa reminded the members that potentially all projects could be at risk. The final decision is up to the CTC.

Discussions continued explaining the painful reality for deleting any projects, and how important each project is to its jurisdiction. However, Director Comstock reminded the group that if we don't show a good effort to delete the projects, the CTC will choose.

*Action is tabled until after Agenda Item #7.*

**7. 2016 Regional Transportation Improvement Program (RTIP) Amendment – Public Hearing and Approval of Resolution #15-16-11**

Nephele reported that the RTIP was originally adopted in December by using the California Transportation Commission fund estimate that was provided in August. During that process 40% of the funding was over programmed. The Lake APC discussed the over programming issue and proposed to delay some projects. However with the new projections, the California Transportation Commissioners have adopted a revised fund estimate which identifies a \$750 million negative balance in the STIP for the entire 5 year period.

By law the Commissioners have to conform to the fund estimate, and have asked agencies to begin deleting projects. Unfortunately, the time frame to submit a proposal for deleting projects is due by February 26<sup>th</sup> and didn't allow enough time to follow up with a Technical Advisory Committee (TAC) Meeting. Since there wasn't sufficient time for a TAC meeting, Nephele and Staff have been talking with local agencies and discussing the very limited options. The least damaging option proposed is deleting the two city projects. Neither have construction funds programmed. One thing staff considered when deleting projects was the list of priorities that was provided by the CTC.

Nephele noted that the County of Lake's South Main and Soda Bay project is a two part project and has a lot of funding programmed into it already. This project also has other funding tied to it, and it would be very detrimental to have this project broken up or removed at this stage. The other project in the RTIP is the Lake 29 Project. This project has SHOPP money included in it, which ties a time restriction to the program and obligates Caltrans to do something within a certain time frame. There is however a possibility of deleting the RTIP and ITIP money that is programmed for the project and scaling it back to a smaller project. Nephele is hopeful that the CTC will consider the safety money involved and consider leaving the project's RTIP funds.

Staff also included language in Resolution #15-16-11 stating once there is funding available in the STIP, it will give the deleted projects priority over new projects.

Director Comstock agreed, but was curious if the projects would have to start at square one again. Nephele said if the Project Study Report is complete; it should be okay, however the agency may have to update some numbers.

Director Fortino Dickson noted the outcome looks bleak, and she was curious the level of threat to the ITIP and SHOPP. Rex Jackman reiterated what Nephele stated; that basically everything is at risk.

Nephele requested the Board open the public hearing for further discussion. There was no requirement for proper noticing of this public hearing. Chair Martin Scheel opened the public hearing for comments.

1. **Receive Staff Report** – Staff report Received
2. **Open Public Hearing:** Public Hearing opened at 11:24
3. **Receive Public Comments**

Kevin Ingram, Community Development Director, City of Lakeport reported that Nephele has been preparing him for this let down.. Kevin appreciates the importance of both city projects and values the language in the Resolution to prioritize these projects when funding becomes available. There have been recent actions taken to relocate the Lake County Courthouse to

Lakeport Blvd., which would be affected by losing this project. Kevin was also pleased to hear that the work thus far in the project will not go to waste, and the Project Study Report that has been completed will only need an update.

Director Scheel asked if the Court Commission could help or at least be allies with the given situation. Kevin reported that they are struggling to keep communications with the City of Lakeport and are having issues with providing an accessible path and following the ADA requirements. However, Kevin did report the good news was that he was recently informed that the Court Commissioners plan to request an extra \$6 million to continue with project.

Lisa Davey-Bates reported that when in Sacramento she had been urged to write letters to the legislature. It might be beneficial if Kevin were able to write a letter from the City of Lakeport explaining the importance of the S. Main & Soda Bay Project. Kevin agreed to do so.

Mark Wall reported that the deletion of the City of Clearlake's project not only impacts the Veterans' project, but also impacts a study currently underway that is investigating a transit hub facility. Without a roadway, there is the potential to lose access to future funding for the transit hub project as well.

Some background history to the S. Main/Soda Bay project was provided for Director Mattina. She was curious the viability of the project if part is deleted from the RTIP as well as the possibility of combining the project. Unfortunately, merging them into one would throw red flags, and hopefully with the letters and explanation, the CTC will see the value of the projects being completed as one.

Jamie Mattioli quickly noted if Lake 29 STIP funding was proposed to be deleted, it would only be deleting the capital. If that funding was deleted, the project would still have the funding to meet the Ready to List status.

4. **Close Public Hearing:** Public hearing 11:42 closed
5. **Action by Resolution on the First Amendment to the 2016 Regional Transportation Improvement Program:**

*Director Mattina made a motion to approve Resolution #15-16-11, adopting the First Amendment to the 2016 Regional Transportation Improvement Program. The motion was seconded by Director Fortino Dickson and carried unanimously.*

*Full Roll Call: 8 Ayes - Comstock, Fortino Dickson, Perdock, Mattina, Scheel, Leonard, and Rex Jackman (PAC); 0 Noes; 0 Abstain; 1 Absent - Smith*

**Chairman Scheel returned to Agenda Item #6 for action:**

Director Fortino Dickson recommended that staff send the letters to McGuire and Wood, and Assembly Member Dodd as well. Director Mattina reported that #4 on the letter has a typo.

*Director Comstock made a motion to approve the Letters to Senator Mike McGuire, Assembly Member Jim Wood, and Assembly Member Bill Dodd. The motion was seconded by Director Perdock and carried unanimously.*

**RATIFY ACTION**

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

Chairperson Scheel adjourned the Policy Advisory Committee at 11:46 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 Fortino Dickson and carried unanimously.*

**REPORTS**

**10. Reports & Information**

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

Chairperson Scheel 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 (ATP) Update**

Jesse Robertson reported one benefit is that the ATP Program is that it is not being impacted by the shortfall recently discussed as part of the STIP. The California Transportation Commission will be approving 2017 guidelines on March 1<sup>st</sup>. The guidelines will adopt a schedule for the grant cycle. The Call for Projects will begin March 30<sup>th</sup> and end June 30<sup>th</sup>. For Lake County, the interest will be in the Statewide Small Urban funding and will be awarded October 28<sup>th</sup>.

In preparation for adoption of the guidelines, CTC Staff has been conducting workshops. A contentious item being discussed in the guidelines has to do with the Dis-Advantaged Communities. It would be to Lake County's advantage to leave them alone. Jesse also reported that Phil has submitted some suggestions. Some additional guideline changes are being discussed, and Jesse will update this process.

**2. County of Lake/City of Clearlake Sales Tax Polling Effort**

Jesse Robertson reported Lake APC Staff has authorized Fairbank, Maslin, Maullin, Metz & Associates to proceed with the polling for the City of Clearlake and the County of Lake. FM3 is keeping staff updated on beginning and termination points. They will be completing a two part survey; one will be an online survey, where they will get an email list from registrar voters, and the second part will be a calling list. FM3 will remove any person who completes the first online survey from the second step in the process. FM3 is estimating 4 to 5 days for the online portion, and 12 days for phone calls. Jesse hopes to have preliminary reports on data to share next month. Deliverables are due by April 1<sup>st</sup>.

**c. Lake APC Administration Staff**

- 1. Next Meeting Date** – March 9, 2016 – Will have a joint meeting with SSTAC. (Lower Lake)
- 2. Miscellaneous** – None

**d. Lake APC Directors**

None

**e. Caltrans**

**1. Lake Caltrans Project Status Report**

Jamie Mattioli followed up from a question in December, regarding a press release from Mike Thompson's office on emergency relief funds. The press release discussed \$2 million of quick release funds. Jamie followed up, and the \$2 million will be contributing to the \$19 million of emergency work already in contract with Granite Construction.



Update of Projects:

Caltrans is close to distributing the Environmental Document for the Hartmann Road Project, proposing March 1<sup>st</sup>, and the open house will be scheduled for late March at the Middletown High School. CT is requesting help to get community members to participate.

The Lake 20/53 projects draft Environmental document is scheduled to be distributed April 1<sup>st</sup>, and the open house held mid-April at the Moose Lodge.

Lake 29 Expressway Project still has Sebastian as the Project Manager. Caltrans is putting forth all resources to bring the project to the RTL status. The draft environmental document, expected out April 18<sup>th</sup>, with an open forum early May. Jamie was pleased to announce Caltrans has successfully scheduled meeting with the Big Valley Tribe for later this month.

Lake 20 Cap-M – Spoke with Alan Escarda, basically working on drive ways, grinding and paving. They have approximately three weeks left. Project is should be done by June.

**2. Miscellaneous – None**

**f. California Association of Councils of Governments (CalCOG)**

**1. Regional Leadership Forum** – March 30-April 1, 2016 Director Leonard will be attending and can update next meeting.

**2. CalCOG Directors Meeting** – April 19, 2016 – Lisa Davey Bates will be attending this meeting and will be updating at the next board meeting.

**g. Rural Counties Task Force**

**1. Next Meeting Date** – March 11, 2016

**h. Miscellaneous - None**

**11. Information Packet**

1. January 14, 2016 Lake TAC Draft Minutes

**ADJOURNMENT**

The meeting was adjourned by Chairperson Scheel at 12:02 p.m.

Respectfully Submitted,

***DRAFT***

Alexis Pedrotti  
Administrative Assistant



## LAKE COUNTY/CITY AREA PLANNING COUNCIL STAFF REPORT

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**TITLE:** 2016/17 Unmet Transit Needs Hearing

**DATE PREPARED:** 03/02/16

**MEETING DATE:** 03/9/16

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**SUBMITTED BY:** Nephela Barrett, Program Manager

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**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).

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. Local Tribal Governments were also invited to comment on potential unmet needs. The Technical Advisory Committee discussed the list and provided comment, which was included. The draft list includes transit service needs that have been identified as well as some non-service issues/needs that are not subject to the TDA requirements but are still shown for information.

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 2016/17, and the annual process is concluded.

If the first finding is made, the needs meeting the definition of “unmet transit need” 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.”

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**ACTION REQUIRED:**

1. Make finding that proper notice of meeting has been provided (30 day notice published in the Record Bee 2/6).
2. Receive staff report.

3. Open public hearing.
4. Receive public comments.
5. Close public hearing.
6. Action by APC – make one of the two findings shown above, using the definitions shown in the attached resolution.

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**ALTERNATIVES:** None identified.

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**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 2016/17 Potential Unmet Transit Needs**  
**Developed by Social Services Transportation Advisory Council**

**12/8/15**

(Not in order of priority)

**Transit Service Needs**

1. **Medical trips to Saint Helena Clearlake and Sutter Health Lakeside and potentially Tribal Health.** There may be an opportunity for funding partnerships with these health centers. LTA has been negotiating with Sutter Lakeside for this service. LTA should consider similar negotiations to Tribal Health in Lakeport.
2. **Eastbound service to Spring Valley and further east, allowing people to connect with service to the Sacramento area.** Currently, the closest connection to Sacramento is at the Cache Creek Casino, however, there is not service currently from Lake County to Cache Creek Casino. Service to there would allow people to connect with service that would take them to Sacramento. 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. One potential solution to this problem would be LTA service from Live Oak Senior Center as part of Non Emergency Medical Transportation program, with the Senior Center serving as a hub. A pilot project was recommended as part of the FY 15/16 Unmet Transit Needs process, which has not yet been implemented
4. **Non Emergency Medical Transportation to out of county locations.** There is a particular need for transport to the Santa Rosa area.

**Additional Needs/Issues Identified (not subject to TDA findings):**

1. **A transit stop at the jail.** This would help employees of the jail as well as people visiting inmates.
2. **Accessibility improvements are needed around the fixed route transit stops.**
3. **Explore funding options/grant eligibility for non-profit transportation services, including the potential for senior centers/non-profits to become sub-recipients of FTA grant funds.**
4. **A transit stop at Job Zone with a turnaround.** This would address a safety issue caused by the current stop being located on Hwy 53.
5. **Relocation or pull-outs at fixed route stops on Lakeshore Drive in Clearlake, at Highlands Park and Austin Park.**

**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

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**TITLE:** Meetings Attended by APC Staff

**DATE PREPARED:** March 2, 2016

**MEETING DATE:** March 9, 2016

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**SUBMITTED BY:** Lisa Davey-Bates, Executive Director

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**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 2/10/16  
Lakeport  
(Davey-Bates, Dow, Pedrotti, Barrett, Robertson)
2. ATP Plan Meeting w/Lakeport 2/10/16  
Lakeport  
(Davey-Bates, Robertson)
3. ATP Guidelines Workshop 2/12/16  
Teleconference  
(Davey-Bates, Dow, Robertson)
4. ATP Guidelines Workshop 2/16/16  
Teleconference  
(Davey-Bates, Dow, Robertson)
5. Fix our Roads Coalition 2/17/16  
Teleconference  
(Davey-Bates)
6. Lake TAC Meeting 2/18/16  
Lakeport  
(Davey-Bates, Dow, Barrett, Robertson)
7. NEMT Update 2/22/16  
Teleconference  
(Davey-Bates)
8. Regional Transportation Planning Agencies (RTPA) HSIP Meeting 2/23/16  
Teleconference  
(Davey-Bates)
9. Multi Modal Transportation Impact Analysis - Training 2/23 - 24/16  
Eureka  
(Robertson)
10. Regional Transportation Planning Agencies (RTPA) Special Meeting 2/24/16  
Teleconference  
(Dow, Davey-Bates)

- |  |         |
|--|---------|
| 11. ATP – Stories from the Field<br>Teleconference<br>(Davey-Bates)          | 2/29/16 |
| 12. NEMT and SSTAC Preparation Meetings<br>Teleconference<br>(Davey-Bates)   | 3/1/16  |
| 13. Health Leadership Network Meeting<br>Teleconference<br>(Davey-Bates)     | 3/3/16  |
| 14. Local HSIP Advisory Committee Meeting<br>Teleconference<br>(Davey-Bates) | 3/3/16  |
| 15. Hope Rising<br>Teleconference<br>(Davey-Bates)                           | 3/8/16  |
| 16. How to Compete for a TIGER Grant<br>Webinar<br>(Davey-Bates, Robertson)  | 3/8/16  |
| 17. Lake APC Administration/Planning Coordination Meeting<br>Ukiah<br>(All)  | 3/8/16  |

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

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**ACTION REQUIRED:** None.

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**ALTERNATIVES:** None identified.

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



MENDOCINO  
COUNCIL OF GOVERNMENTS

367 North State Street~Ukiah~California~95482  
www.mendocinocog.org

PHILLIP J. DOW, EXECUTIVE DIRECTOR

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(707) 234-3434

February 25, 2016

Mr. Bob Alvarado, Chair  
California Transportation Commission  
1120 N Street, MS-52  
Sacramento, CA 95814

RE: 2017 Active Transportation Program (ATP) Guidelines

Dear Chair Alvarado:

I would like you to know that I appreciate the extensive opportunity provided by Deputy Director Janssen and especially Laurie Waters to involve regional agencies and other stakeholders in revision of the Active Transportation Program guidelines for the 2017 cycle. Even though there are bound to be some issues that divide us due to the size and diversity of this state, Commission staff has been respectful of our concerns and encouraged interested parties to collaborate to address our issues as well as those of the Commission.

For the most part, my involvement with the guidelines review concentrated on issues concerning Disadvantaged Communities (DAC). Commission staff's initial proposal to reduce points available for DAC status from ten points to five points was a major concern. Most of the communities in Mendocino County, and in rural areas in general, qualify as disadvantaged communities through criteria used in this program. At the same time, the ATP permits up to five points for leveraging. Since budgets of most entities within disadvantaged communities are likely to reflect the economic constraints of their residents, these very entities are unlikely to be able to provide local funding to leverage ATP funding. If there were to be only five points maximum available and the entity sponsoring the project could not provide a match, then there would be NO advantage in being disadvantaged!

Although Commission staff has yet to finalize the draft guidelines that will be presented to the Commission at the March meeting, my sense is that these new guidelines will address most of my concerns. Even so, there is at least one proposed change of which I continue to disagree. This is:

- A change in qualifying criteria under Disadvantaged Communities that would restrict the use of the 75% threshold of participation in the Free or Reduced Priced Meals Program qualifying criterion so that it would apply only to "Safe Routes to Schools" projects. This criterion is a widely used and accepted indicator of economic health. I see no justification for limiting and linking its use to a specific project type. For rural areas especially, it is sometimes difficult to link specific economic data to specific areas. Limitation of this indicator could inhibit viable applications in rural areas. This is especially so in 'clean air' rural counties where CalEnviroScreen is an unreliable indicator of economic health.



Changes in the Disadvantaged Communities section of the Active Transportation Program guidelines which I strongly support are:

- Adding language to permit the consideration of **potential** for reduction in the number or rate of pedestrian and/or bicycle fatalities and injuries. This is important in rural areas to make the case for safety improvements in areas where low population or usage fails to highlight safety issues due to lower levels of use. There are frequently “accidents waiting to happen” in rural areas that are often not identified through the use of safety indicators based on accident frequency.
- Adding language to qualify for an additional five points if the project will result in construction of an ATP project that was previously awarded ATP funding for pre-construction activities. This will help ensure that projects that were previously awarded funding will likely be successful in a subsequent cycle and overcome guideline changes or variations in scoring by evaluators. It will protect State investment as well as project sponsor investment in the project. An MCOG project was split between Cycle 1 and Cycle 2 because of concern over environmental phase completion in a timely manner. Fortunately Phase 2 was funded, but the scored point level was only 1 point above the funding cutoff. A couple of points lower and there would have been a dilemma to resolve.
- Scaling of the three qualifying criteria under the Disadvantaged Communities Narrative Question to recognize various degrees of severity in the scoring process. This will provide point separation within this narrative question and lower overall scoring. The most disadvantaged communities with proposed projects that most clearly benefit these communities will receive the most points. Less severely impacted communities with proposed projects with a lesser focus on the disadvantaged community will be scored more modestly. With lower overall points awarded under this application section, the door will open for worthy projects in non-disadvantaged communities.

Thank you for considering these comments. I look forward to the Commission’s consideration of recommended changes to the ATP guidelines for 2017. It involved input of hundreds of people from throughout California, sometimes with disparate points of view. Throughout this process, Commission staff did a commendable job of presenting issues, drawing parameters for discussion, eliciting comments, filtering, and finding common ground.

Sincerely,



Phillip J. Dow, P.E.  
Executive Director

Cc: Dan Gjerde, MCOG Chair

# *Information Packet*



# LAKE COUNTY/CITY AREA PLANNING COUNCIL

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

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Administration: Suite 204 ~ 707-234-3314  
Planning: Suite 206 ~ 707-263-7799

## Social Services Transportation Advisory Council (SSTAC) Minutes

**Date Prepared:** 12/21/15

**Meeting Date:** 12/8/15

*Meeting Attendees: Ilene Dumont, Mark Wall, Wanda Gray, Paul Branson, Michelle Dibble  
Also present: Karl Parker, Nephele Barrett, Jesse Robertson, and Dave Carstensen (via telephone)*

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

Ilene Dumont called the meeting to order at 2:03 PM.

### **2. Approval of SSTAC meeting minutes**

Karl Parker requested a revision to the October 13, 2015 minutes, on the 2<sup>nd</sup> page, halfway down: "LTA will start recruiting volunteer drivers paid for with emergency funding". Revise to read: "LTA will begin providing reimbursement for volunteer drivers paid for with emergency funding". Dave Carstensen also requested that meeting attendees be limited to SSTAC members and non-members, such as Dave Carstensen, be listed under "also present". Mark Wall made a motion to accept the minutes from the October 13, 2015 SSTAC meeting, with corrections. Paul Branson seconded the motion. The motion passed on a unanimous vote.

### **3. SSTAC Membership – Election of the SSTAC Co-Chair**

Ilene Dumont called for nominations for the SSTAC Co-chair. Mark Wall made a motion to nominate Paul Branson as co-chair. Wanda Gray seconded the motion. Mark Wall sought confirmation that Paul Branson was an official member of the SSTAC. Jesse Robertson confirmed that the Board had confirmed Paul's appointment to the SSTAC. The motion was passed by unanimous vote.

### **4. Introduction of Unmet Needs Process**

Nephele Barrett explained that unmet transit needs process was initiated last year after having not gone through the process for many years. It is a requirement if the region gives TDA money for streets and roads purposes. Lake does not give money for streets and roads but it does fulfil some requirements for public engagement requirements and other duties of the SSTAC and part of the contract that was approved the year prior. It was completed last year, but before that it was last conducted in the 1990s. It is a formal process of gather all of the potential unmet transit needs. The definitions were adopted last year so new definitions are not needed this year. We determine if any of the potential needs qualify as an unmet transit need. The transit agency is supposed to respond with their analysis. The analysis is considered by the SSTAC. The SSTAC makes recommendations and the APC Board takes action on unmet needs to determine if needs are considered reasonable to meet. If, based on the approved definitions, the needs *are* considered reasonable to meet, the needs become part of the budgeting process.

A list of needs were identified from the unmet needs process last year and has been attached to the staff report. A list of transit needs not related to service has also been added, though not required, in order to highlight the needs regardless. Today the SSTAC will be developing a list of potential unmet needs for the 2015/16 fiscal year.

Ilene Dumont stated that the SSTAC has considered and discussed unmet transit needs since the 1990s, just not consistent with the formal TDA process. Paul Branson asked if there is a public hearing announcement process. Nephele stated that the public hearing would be at the February Area Planning Council meeting and that would be noticed as a public hearing. Flyers were also posted on buses last year. Michelle Dibble asked how the list of needs is developed; does the list come from the public hearing? Nephele clarified that a preliminary list will begin development at the SSTAC today. A public hearing will be conducted where the public could submit comments, suggestions and recommendations. The APC can add publicly identified needs onto the preliminary list before taking action. Mark Wall advocated for APC staff to monitor APC Board or Transit Authority minutes throughout the year for public input and add unmet needs onto a running list.

Nephele Barrett recommended reviewing last year's list to determine what remains as an unmet need.

- Dial-a-Ride service from Clearlake Oaks to Clearlake – the finding last year was that this request was determined by LTA to duplicate existing services and not an unmet need. Fixed route service is currently available to connect the two areas and the residents of Eskaton that made the request have an existing stop conveniently located to them. This service is still not considered to be an unmet need.
- The bus stop at the Lakeport Safeway request was identified as an unmet need last year. Wanda Gray confirmed that this need has been met.
- Medical trips from Clearlake to St. Helena and Sutter Lakeside Health: this request would serve individuals in outlying areas by providing non-emergency medical transportation. This was not determined to be an unmet need in the last unmet transit needs process because when this item was under consideration LTA was taking steps to meet the need. At that time, LTA was preparing a contract with Sutter Lakeside to reimburse LTA for providing NEMT trips. The agreement with Sutter Lakeside was never finalized and Mark Wall indicated that he was not able to give a current status update on this project. Communication with Sutter Lakeside has all but ceased since LTA complied with Sutter Lakeside's terms. LTA entered into one agreement and after LTA had complied, the hospital's attorneys demanded a second agreement, which required LTA to get Cyber insurance and also meet HIPA requirements. LTA paid \$10,000 for Cyber Insurance per the terms of the second contract but has not been able to get Sutter Lakeside to execute the contract. Mark Wall recommended developing a policy for the Board to adopt which refuses program transportation or dial-a-ride service on a reservation basis to hospital or clinic patients without reimbursement. LTA provides over 300 trips a month, most of which go to the two hospitals and dialysis clinics for the price of a standard fare. LTA has been providing dial a ride service for a large number of NEMT trips. LTA could continue to provide service to this group but wouldn't able to provide the same level of service to more remote residents. The clinics are already receiving funds from the federal government for transporting clinic patients but that money hasn't been going to LTA,

it appears that the funds are being collected by Sutter Lakeside. Ilene Dumont noted that this service is needed; she receives calls requesting NEMT trips and considers this to remain an unmet need. Mark Wall needs to elevate the issue to the hospital administrator to continue moving forward. Mark suggested that hospital and clinic staff or administrators attend an SSTAC meeting to discuss the issue. The consensus of the SSTAC was to schedule the meeting to take place as part of the February SSTAC meeting. Nephele confirmed that this need would remain on the list.

- Eastbound service to Spring Valley and points east: An LTA connection to Spring Valley was determined to be reasonable to meet, if an interregional route were established to Cache Creek Casino. LTA will apply for funding through 5311 (f) in the next application cycle. This is still a need.
- Establish an NEMT hub for LTA at the Live Oak Senior Center: This request may be reasonable to meet if operating funds can be secured. The Board recommended that LTA conduct a pilot project with the senior center. This has not happened and is still an unmet need. Additional funding would be needed for Live Oak Senior Center in order to expand their existing service. Live Oak would have to become a sub-recipient for 5310 funds for operational costs. The SSTAC was in general agreement that the Live Oak Senior Center currently does not have the administrative capacity to meet 5310 requirements. Some of the hurdles include developing a Title VI plan and a DBE plan, for which Lake APC could provide technical assistance. While it was decided that there is a need for NEMT in Clearlake Oaks area, additional work will be needed to determine how the need could be met. Live Oak Senior Center could provide the service if a funding source could be identified. This need could be combined with other defined unmet needs.
- Non-Emergency Medical Transportation in outlying areas was determined to be an unmet need that was not reasonable to meet at the time. At this time, Mark Wall stated that this need could be funded if medical reimbursements were being paid by Sutter Lakeside and the dialysis clinics. The proposal to meet with the hospital administrator regarding NEMT reimbursements resurfaced. Mark Wall asked Ilene Dumont if she would object to having one or more LTA Board members attend a working meeting of the SSTAC. Ilene consented. Nephele suggested inviting the invitees to a Board meeting. A joint workshop could be publicly noticed to avoid Brown Act violations. Mark wanted a working meeting environment. The possibility of including this as an unmet need is dependent upon the feasibility of receiving medical reimbursements.

Other requests that did not fall under the TDA guidelines for the unmet needs process included:

- A transit shelter at the jail was considered not to be a priority at this time;
- Improved mileage reimbursement rate for volunteer drivers: the low reimbursement rate is considered to be an obstacle to recruiting volunteers. Resolving this issue is one of the tasks for the new Mobility Coordinator and should be resolved during the 2015-16 fiscal year;
- ADA improvements at fixed-route transit stops have been a long-standing need. An update to the Lake County Passenger Facilities Plan is needed to provide better information about the cost, funding, and priority for bus stop development. The solution is to encourage local agencies and Caltrans to include accessibility

improvements, if feasible, when streets/roads projects are adjacent to transit stops. This is still considered an unmet need.

- Senior Centers should take steps to become eligible sub-recipients of FTA grant funds. LTA and the APC should work with the senior centers to determine a plan of action if senior centers are interested in becoming grant applicants for FTA 5310 funds.
- A transit stop is needed at the Kmart in Lakeport. LTA has ordered a new stop, which is expected to be delivered this fiscal year.
- Paul Branson raised a new unmet need: out of County NEMT service. LTA provides service to Ukiah and St Helena. Medical trips to Santa Rosa are the biggest unmet need. Fixed route service to Santa Rosa is provided via MTA twice a day. Assisted service is what is needed.
- Michelle Dibble identified a need for a shelter at the Job Zone Employment Services. The stop should also be moved off of the highway and to a safe location on-site. A location on site may need to be coordinated with potential site improvements.

#### **5. Update on Lake Transit Authority (LTA) Meetings** *(Wall)*

- a. **Lake Transit Authority Meetings** – At the last meeting, the hot topic was the wages and benefits for drivers as a criterion for an immediate increase to the contract with Paratransit Services and for the future contract this coming spring.

#### **6. Update on Lake Transit Projects and Grants** *(Wall)*

- a. **VFRAP – Valley Fire Ride Assistance Program**

The program has received a total of 8 applications and have 2.5 people enrolled. Karl Parker stated that he was underwhelmed by the response. Connecting with people that need the service is believed to be the cause for the low demand. This is a lesson learned for the Pay-Your-Pal Program. The launch date of the Pay-Your-Pal Program is unknown at this time.

- b. **NEMT Pay-Your-Pal:** At last month's meeting, the Authority approved the contract amendment that will allow reimbursements. Additional policies are needed to resolve issues that arose with the VFRAP Program. The SSTAC may be a resource for policy development.
- c. **Energy Use Reduction Plan** – State Grant due in late January and request to move a "big chunk of the fleet" to propane.

#### **7. Update on Human Services Transportation Programs** – No updates

#### **8. Update on State and Federal Grant Programs and Projects**

- a. **Lake Transit Hub Relocation Plan** *(Robertson)*

The project is projected relocated the hub across the street from Walmart and Yuba College in Clearlake, but other locations along State Route 53 may also be considered. The kick-off meeting will be held later this month where some revisions will be made to the scope of work. A community design process will be included as part of the project. As the project advances, the SSTAC will be updated.

- b. **Bus Passenger Facilities Coordinated Plan – Sustainable Communities Transportation Planning Grant** *(Robertson)*

The Caltrans application is due on December 31. APC has been working with LTA to prepare an application that would update the 2006 Bus Passenger Facilities Plan and coordinate capital improvements and maintenance needs with Lake County Public Works, Caltrans, Lakeport and Clearlake. Funds would be available in July of 2016.

**9. Discussion of issues and/or concerns**

None.

**10. Public Input**

No comments received.

**11. SSTAC Meeting Schedule**

- a) The next SSTAC meeting will be on February 9, 2016, at the Umpqua conference room in Lakeport.

**12. Announcements**

No announcements.

**13. Adjourn SSTAC meeting**

The meeting adjourned at 3:39 pm.



# LAKE COUNTY/CITY AREA PLANNING COUNCIL

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## SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL (SSTAC) AGENDA

**DATE:** Wednesday, March 9, 2016  
**TIME:** 10:30 am or directly following the Lake County/City Area Planning Council Board Meeting

**PLACE:** Lamkin-Sanchez Transit Center                      Caltrans-District 1  
9240 Highway 53    Teleconference  
Lower Lake, California                                      1656 Union Street  
Eureka, California

- 
1. Call to Order and Introductions
  2. Public Input
  3. Approval of Draft December 8, 2015 SSTAC Meeting Minutes
  4. Roundtable Discussion on Non-Emergency Medical Transportation (NEMT)
    - a. NEMT Background & Findings of Previous Planning Efforts
    - b. Unmet Transit and NEMT Needs
    - c. Medi-Cal Reimbursed Non-Emergency Medical Trips
    - d. Lake Links/Pay Your Pal Program
    - e. NEMT Goals and Implementation Strategies
    - f. Next Steps
    - g. Miscellaneous
  5. Update on Lake Transit Projects and Grants
  6. Update on Human Services Transportation Programs
  7. Discussion of Issues and/or Concerns of SSTAC Members
  8. Date for next meeting: Tuesday, May 10, 2016
  9. Announcements/Good of the Order
  10. Adjourn

### 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 APC office at (707) 263-7799, at least 72 hours before the meeting.

Date posted: 3/3/16

List of Attachments:

*Agenda Item #3: December 8, 2015 Draft SSTAC meeting minutes*

*Agenda Item #4a: Coordinated Plan Strategies and NEMT Plan Recommendations*



# LAKE COUNTY/CITY AREA PLANNING COUNCIL

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## TECHNICAL ADVISORY COMMITTEE MEETING Draft Meeting Minutes

Thursday February 18, 2016  
9 a.m.

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

### Present

Lars Ewing, Public Works Director, County of Lake  
Audrey Knight, Community Development Department, County of Lake  
Kevin Ingram, Community Development Department, City of Lakeport  
Doug Grider, Public Works Department, City of Lakeport  
Mark Wall, General Manager, Lake Transit Authority  
Phil Dow, Lake Area Planning Council

### Absent

Bill Clemans, City Engineer, City of Clearlake  
Greg Folsom, City Manager, City of Clearlake  
Hector Paredes, California Highway Patrol

### Also Present

Lisa Davey-Bates, Executive Director, Lake County/City Area Planning Council  
Nephele Barrett, Program Manager, Lake County/City Area Planning Council  
Jesse Robertson, Transportation Planning, Lake County/City Area Planning Council  
Todd Mansell, Department of Public Works, County of Lake  
John Thurston, Caltrans District 1 (by telephone)

#### 1. Call to order

The meeting was called to order at 9:07 a.m.

Introductions were offered for the benefit of the new County planning staff. Lars explained that he will be acting as the interim Public Services Director beginning March 4 through the end of the State fiscal year, but has not committed to separating from the Public Works Department.

#### 2. Public Input

None.

#### 3. Review and Approval of January 14, 2016 Minutes

*Kevin Ingram made a motion to approve the January 14, 2016 minutes. The motion was seconded by Todd*

*Mansell and carried unanimously.*

#### 4. **Discussion of Draft 2016-17 Overall Work Program**

Lisa Davey-Bates reported that two new Work Elements have been proposed for the Overall Work Program since the topic was introduced in December. The funding available for new Work Elements, after paying for the planning contract with Dow & Associates, is over \$200,000. One of the new Work Element is the Regional Transportation Plan, which is legislatively mandated to be completed every five years. Forty two thousand

A countywide sign inventory project was introduced for the 2015-16 Overall Work Program but Lake APC had insufficient funds to fully fund the project in that fiscal year. Funds were set aside into a reserve account to be carried over and combined with funds this fiscal year to complete the project. Mark Wall has requested funding to replace LTA signs and has proposed to inventory existing signs as part of the Bus Passengers Facilities Plan Update, which is seeking funds through a Caltrans grant program. LTA has an agreement with the City of Clearlake to maintain signs. An agreement is needed with the City of Lakeport.

Last week, Lake APC staff met with the City of Lakeport to discuss activities that they would like to have funded through the work program. A total of \$5,000 will be available at the City of Lakeport's discretion. Four thousand dollars will be available for Lakeport to fund a Project Study Report for a grant application. The remaining \$1,000 will be available to participate in the sign inventory update.

The draft OWP will be submitted to Caltrans for their review and the TAC will have another opportunity to revise the draft in May.

Audrey Knight reported that the County Community Development Department is responsible for complying with AB 4290 State Fire Safe regulations for State responsibility areas for Calfire. The County is responsible for properties under one acre in size as of January 1, 2016. Public Works (and Calfire) has received a query to determine what properties comply with the State standards for fire safety. The County is responsible for egress, right of ways, signs...Subdivisions approved before State regulations were implemented in 1944, some paper, have minimum standards for wells and septic, lot size, and roads: vertical clearance, slope of road, capacity to support fire trucks, addressing. The County needs an understanding of what is in compliance and what isn't. Kevin Ingram and Phil Dow suggested that sign inventory update could address traffic sign compliance. One of the issues is providing information for non-public roads. There are inconsistencies between County maintained public, County roads that are not maintained, BLM, and private roads. County Planning would like to know how well any and all of these facilities meet fire safe standards or various engineering standards. No funding has been provided by the State to comply with these State standards. County Planning has an interest in using Work Program funds to have some of this work done.

Mark Wall asked about the possibility of combining sign inventories for LTA and the County/cities. The sign inventory in the Work Program will not look at LTA signs on State routes so completing the LTA sign inventory as part of the Bus Passenger Facilities Plan Update would appear to be a better fit, however, it was noted that the LTA sign inventory will need to be incorporated into the inventory managed and maintained by the County and cities if these entities are to continue to maintain the LTA signs within their respective

jurisdictions.

## 5. **Announcements and Reports**

### a. **Lake APC**

#### i. **Transportation Funding Crisis and Local Impacts**

Nephele Barrett described the current funding situation as the worst condition she has seen the State Transportation Improvement Program (STIP) in the 15 years that she has worked for Lake APC. This is the first time that projects need to actually be deleted from the STIP. The reason for this is the tax structure. The gas tax has lost purchasing power as a result of inflation and due to more fuel efficient vehicles since the State (18 cents) and federal taxes (18.4) were last raised, in 1994 and 1993, respectively. The State 18-cent value in 1994 dollars would be valued today at 6.8 cents per gallon. The State's price-based excise tax, passed in 2010, is divided: 44% to the STIP, 44% directly to the Cities and Counties through HUTA and 12% to the SHOPP. The gas tax eliminated the State sales tax on gas in favor of the price-based excise tax, which was intended to be revenue-neutral and would mimic what the sales tax on gas would have generated. For the first five years, this gas swap presented no problems, but beginning in 2015, the reduction in gas price led to a reduced tax rate of 12 cents per gallon, and is expected to drop again to ten cents per gallon. The Board of Equalization conducts an end-of-the-year review to compare their projections versus reality. To correct any discrepancies between estimates and taxes collected, a second (per annum) adjustment to the tax rate is implemented. This has led to shrinking fund estimates and the need to re-spread and now delete projects currently programmed, in the amount of \$750 million, or one-third of the entire program of projects. The local target for Lake County is \$1.7 million. The Lake APC Board made a decision before this could be brought to the TAC because the revisions are due to the CTC by the end of February. The two city projects: the Clearlake Dam Road and Phillips Ave Extension Project and the Lakeport Blvd and South Main Intersection Project. The CTC has placed pre-construction projects for local streets and roads at the bottom of their priority list and the CTC would not allocate funding to these projects if they remained on the list. The APC did adopt a resolution which stated that the projects removed from the STIP would receive priority for reprogramming when STIP capacity allows.

There are three proposals to potentially fix transportation funding: the Frasier Bill AB 1591, the Beale Bill (SBX1-1), and the Governor's Budget. Kevin Ingram asked if the proposed funding would allow the removed projects to be reprogrammed in 2018. Phil Dow stated that much of the revenue increase will go to cities and counties, not enough will go to the STIP. The legislation proposes more funding for cities and counties than the governor's budget. All propose to increase vehicle registration fees or surcharges for zero-emission vehicles, which do not currently pay into maintenance for roads, to which they contribute to their deterioration. The Governor calls for some savings as a result of Caltrans efficiencies. Phil noted that the language means cutting back some of the questionable programs at HQ in Sacramento. Lisa Davey-Bates heard a discussion in a recent conference call which stated that the legislature wouldn't approve the Governor's proposal because of the proposed "efficiencies." The Road User Charge was discussed, but implementation of a Pay As You Go tax is not expected for another 5 years and a fix is needed in the

interim.

Mark Wall noted that the sales tax on diesel became the source for transit funding with the gas tax swap State transit assistance is dropping as well. These funds are used for operations now. All capital revenue has been tied to the Cap and Trade program. The Air Resources Board has written regulations requiring large operators to implement zero-emission bus standards by 2018. Smaller transit agencies will have to use best available bus technology, if not zero-emissions. Cap and Trade funding won't allow LTA to go out and buy an electric bus unless it is tied to a new transit route, because ARB wants to see auto passenger trips reduced. Prop 1B money is gone. LTA's only prospective source of capital funding looks to be Cap and Trade. The transit industry is trying to influence the Legislature to remove the requirement that the service has to be new to access this funding.

Lars Ewing addressed the South Main and Soda Bay Road projects by noting that the two projects should be noted as having leveraged funding (the two have a shared environmental document), and it has also benefitted from a recent cost estimate that says that the project could be built for \$662,000. Nephelē responded by saying that the target reduction for the region is \$1.7 million. Lake APC has proposed to reduce their amount of programmed projects by \$358,000, which is far short of the target. Giving up virtually any other project would result in far exceeding the region's target. Giving up more than that amount would jeopardize matching funds and limit the benefits of the proposed project, thereby missing out on additional funds leveraged. The CTC might take pity on the rural areas by targeting the larger urban areas that have frequently escaped delaying their projects.

Nephelē also noted that impacts would be felt by cities and counties, who, in this County, have seen their HUTA funds reduced from \$1.5 million in 2014/15. In 2015/16 the funding amount dropped to \$653,000 and this year that amount has dropped to \$330,000. The City of Clearlake received \$158,000 and Lakeport received \$53,000 in 2014/15. In 2015/16, Clearlake received \$71,000 and Lakeport received \$22,000. This year, Clearlake is projected to receive \$36,000 and Lakeport will receive \$11,000. These figures are not expected to improve without increases in the funding sources. The Governor's proposal would kick in in 2017/18, but both of the bills would take effect before then. The CTC sent a letter to the legislators requesting the CTC to take action and the CTC recommended that the regions send letters to their legislators as well. The Lake APC signed on to support the Fix Our Roads Coalition, which is geared towards addressing the State's transportation funding crisis. According to the Coalition, there is not enough support in the legislature to support the bills with their 2/3 majority vote. The Coalition is going around the State to raise awareness and support for projects that are slated to be deleted due to funding shortages. One of the sticking points is over fixing Cap and Trade funds and High Speed Rail.

**iii. Active Transportation Program** (*Robertson*)

The CTC is in the process of updating the program Guidelines for the 2017 ATP grant cycle. This cycle will be combining funds from the 2019/20 and 2020/21 fiscal years for a total award amount of \$230 million. The Guidelines have generated a lot of discussion which may be responsible for pushing back the call for projects from

what was proposed to be March 30 to a now “To Be Determined” date. The grant application deadline is still projected to be due on June 15, 2016. The Small Urban and Rural and the Statewide program of projects is expected to be adopted in December of 2016 and the MPO program will be adopted in March of 2017. The biggest area of controversy with the Guidelines was with the change in number of points awarded to Disadvantaged Communities (DACs) in the grant application. This has been one of the program features that benefits Lake County. Phil Dow proposed a methodology for grant evaluators that would make fewer communities benefit as a DAC. Phil’s proposal was popular among jurisdictions across the State. Among other changes to the application, the Caltrans cost/benefit tool is still not ready for primetime and will not be used. Points instead will be awarded to projects that applied for pre-construction in a prior year and have submitted a follow-up application for construction. The final proposed change is with the penalty now assessed for poor performance with delivery of federal projects. This slated to be removed from the application scoring and screening criteria.

iv. **County of Lake/City of Clearlake Sales Tax Polling Effort Update** (*Robertson*)

On February 17, Faribank, Maslin, Maullin, Metz & Associates (FM3) authorized the polling firm to initiate the online surveys for both the City of Clearlake and for the unincorporated areas of Lake County. After one day of conducting the online polls, FM3 received 91 responses: 76 for the County, 15 for the City of Clearlake. There were some complaints that the polling was authorized before the County had completed their review of the online survey and from members of the public. Lars initiated a conversation about the next steps after the polling results have been received. FM3 is expected to provide guidance for getting the measure onto the ballot. Lisa asked Jesse Robertson to work with FM3 to schedule a presentation to the County Board of Supervisors in March. There was a question as to Phil Dow reported that the County of Mendocino polled 66% in favor of the sales tax measure, the City of Ukiah polled 63% in favor of the sales tax measure. The City of Ukiah is thinking of trying to pass a general tax.

v. **2015/16 OWP Balances**

Lisa Davey-Bates presented the year-to-date expenditures by Work Element for this year’s OWP. Lisa encouraged local agencies to claim RPA funds for the Active Transportation Plan, the grant funds won’t able to be carried over.

vi. **Miscellaneous**

Nephele Barrett announced the current update of the California Statewide Needs Assessment. Regions have been encouraged to seek input from local agencies to provide input on the project. March 18 is the deadline to respond.

Lisa announced the extension of the TDA application for the CalRecycle application for tire derived aggregate. Any interest in submitting an application, should be aware of the new deadline, which was extended to March 10.

b. **Lake Transit Authority**

i. **Transit Hub Location Plan** (*Robertson*)

There was little to report on this topic due to a delay in receiving a corrected contract. Due to the project delays from having the contract in place, Jesse Robertson requested an updated schedule to identify dates for deliverables and to establish recurring dates for project status meetings. The first schedule received ignored the contract end date by several months. There was some talk about filing a contract extension, however, after three weeks of effort, the lack of success in scheduling a project status meeting has delayed discussions. The funds do not expire until 2018 and with the deleting of the STIP project for the City of Clearlake's project to extend Phillips Avenue/Dam Road Extension, there is no rush to complete the project. Lisa Davey-Bates and Mark Wall indicated that slowing the project down to get a better project would be a good option at this point.

ii. **Energy Use Reduction Plan** (*Wall*)

The Transit Authority Board approved the plan at their last meeting. Mark Wall is pleased with the plan as something that can be implemented to realize cost savings. Two key recommendations include: buy four buses and a solar canopy to power those buses, which could supply the fuel for the lifetime of the buses. LTA submitted a competitive grant for California Air Resources Board (ARB) funding to purchase four electric buses. Mark has been waiting to submit allocations for purchasing new buses with Prop 1B funding (requests are due by June 30<sup>th</sup> of this year) until the recommendations of this plan were made. The other recommendation is to switch one-third of the fleet to propane. Propane-powered buses are not compatible with ARB goals for reducing Greenhouse Gas emissions, but ARB has not made any rules restricting their use. Yet. If LTA can purchase propane buses soon, these buses will be allowed to remain in use as an existing, non-conforming fuel-type that can live out their useful life. Propane costs less than \$1 per equivalent gallon (of gasoline). A propane fueling station needs to be installed, but may be an action step carried out by LTA sometime this spring. It should cost \$40 thousand to install the propane fuel infrastructure, which wouldn't be able to be used beyond the lifetime of the buses. It is estimated to save LTA \$9 million dollars over the lifetime of the ten-year plan.

iii. **NEMT Update** (*Wall*)

Mark Wall provided background on the medical reimbursement for NEMT trips to local hospitals and clinics. When it appeared that LTA would be entering into contracts with Sutter Lakeside Hospital for receiving reimbursement for medical trips, LTA purchased Cyber Insurance in the amount of \$10,000 per year to comply with the terms of the second contract. Once LTA procured the insurance, Sutter was no longer interested in executing the agreement. The hospitals instead offered free taxi service, which was not heavily utilized. Dial-a-Ride service costs \$2.50 per ride, which LTA currently offers without reimbursement; Mark assumes that the hospitals do not want to pay for a service that is already being provided and is balking at participating. In response, the SSTAC and the APC Board have agreed to convene a joint meeting with hospital administrators to discuss the situation. LTA currently gives 600 rides per month, which cost about \$30 apiece but receives \$2.50 for the

service. The biggest users are patients of the dialysis clinics, of which, every single trip qualifies for MediCal reimbursement. What happens to this potential revenue source is unknown. If LTA had more money from these trips, LTA could look at offering services that are not currently being met, including medical trips outside of the area.

**iv. Miscellaneous**

Mark Wall reported that Caltrans just came out with their new grants management program. All of their transit grants are now due on April 15.

**c Federal & State Grant Status Reports**

**v. Other Grant Updates (All)**

HSIP just opened made a call for projects. Ten million dollars are available Statewide to look at Systemic Safety Projects. It is an opportunity to develop a Project Study Report for rural roadways with less acute safety concerns and that wouldn't otherwise meet the benefit cost ratios, which were reduced from a cost/benefit of 5, down to 3. Roundabouts may be re-evaluated as a safety benefit, which would result in receiving a higher benefit cost ratio. Todd Mansell complained about the requirements for appended materials. Lisa asked for his input, which she would take to the committee for their re-evaluation. Applications (one page in length) are due March 5. Interest was expressed in applying. All three local jurisdictions would benefit from submitting a combined application.

**b. Caltrans**

**i. Lake County Project Update**

Caltrans provided the status of the Lake County projects for the agenda. The Caltrans representative didn't have any specific information to offer regarding Caltrans projects.

**ii. Other Updates**

No other updates reported.

**c. Miscellaneous - None.**

**9. Information Packet**

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

**11. Next Proposed Meeting – March 17, 2016**

**12. Adjourn Meeting**

Meeting adjourned at 12:02 p.m.

Respectfully Submitted,  
(Draft)  
Jesse Robertson  
Lake APC Transportation Planning