



# LAKE COUNTY/CITY AREA PLANNING COUNCIL

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

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

## TECHNICAL ADVISORY COMMITTEE (TAC) MEETING AGENDA

DATE: Thursday, August 24, 2017

TIME: 9 a.m.

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

Caltrans-District 1  
Teleconference  
1656 Union Street  
Eureka, California

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

1. Call to order
2. Review and Approval of July 20, 2017 Minutes
3. Discussion and Proposed Approval of the 2017/18 Overall Work Program-1<sup>st</sup> Amendment (*Pedrotti*)
4. 2018 State Transportation Improvement Program (STIP) Fund Estimate & Application Cycle (*Barrett*)
5. Announcements and Reports
  - a. Lake APC
    - i. SB 1 Process Report (*Dom/ Speka*)
    - ii. Regional Transportation Plan Update (*Speka*)
    - iii. Miscellaneous
  - b. Lake Transit Authority
    - i. Update on Recent Service Changes (*Wall*)
    - ii. Miscellaneous
  - c. Federal & State Grant Status Reports
    - i. New Sustainable Transportation Planning Grant (*Speka*)
    - ii. Other Grant Updates (*All*)
  - d. Caltrans
    - i. Lake 29 Expressway Update
    - ii. Architecture & Engineering (A&E) Consultant Contract Procedures (*Kelso*)
    - iii. Other Updates
6. Information Packet
  - a. 6/14/17 Lake APC Minutes (Draft)
7. Public input on any item under the jurisdiction of this agency, but which is not otherwise on the above agenda
8. Next Proposed Meeting – **September 21, 2017**
9. Adjourn meeting

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

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

Posted: August 17, 2017

List of Attachments:

*Agenda Item #2 – 7/20/17 Lake TAC Minutes (Draft)*

*Agenda Item #3 – OWP 1<sup>st</sup> Amendment Staff Report*

*Agenda Item #4 – 2018 STIP Fund Estimate Staff Report and Attachments*

- *RIP Funding Score Criteria*

- *RIP Funding Application 2018*

*Agenda Item #5ai – SB 1 Update Staff Report and Attachments*

- *SB 1 Programs Implementation Schedule*

*Agenda Item #6 – Information Packet*

*a. 6/14/17 Lake APC Minutes (Draft)*



# LAKE COUNTY/CITY AREA PLANNING COUNCIL

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

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

## TECHNICAL ADVISORY COMMITTEE MEETING Draft Meeting Minutes

Thursday July 20, 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  
Scott de Leon, Director of Public Works, County of Lake  
Byron Turner, Community Development Department, County of Lake  
Doug Herren, Public Works Director, City of Clearlake  
Mark Wall, General Manager, Lake Transit Authority (by telephone)  
Dave Carstensen, Caltrans District 1 (by telephone)  
Alexis Kelso, Caltrans District 1 Local Assistance (by telephone)

### Absent

Doug Grider, Public Works Superintendent, City of Lakeport  
Kevin Ingram, Community Development Department, City of Lakeport  
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  
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

- 1. Call to order**  
The meeting was called to order at 9:06 a.m.
- 2. Approval of May 25, 2017 Lake APC TAC Minutes**  
Todd noted a misspelling of a County road under 6(d)(i). "Crookshank" Road should be revised to read "Cruikshank" Road. Todd made a motion to approve the minutes as revised, seconded by Dave. Motion carried unanimously.
- 3. Discussion on adopted 2017/18 Overall Work Program**  
Lisa explained how the Overall Work Program (OWP) was approved in June by the Board. The TAC had already seen a draft version at the previous meeting and no changes were made. An amendment will be made to capture carryover funding. No questions or discussion followed. No action required.

#### 4. **2018 State Transportation Improvement Program (STIP) Draft Fund Estimate**

Nephele presented a report explaining that a draft fund estimate was recently received for the 2018 STIP. The fund estimate includes Senate Bill (SB) 1 monies. The 5 year STIP period estimates that \$3.663 million will be available. This includes reserves carried over (for APC purposes, not CTC) of \$140,000 for the City of Clearlake to be used for the Dam Road Extension project (with some flexibility for other use) and \$700,000 for the City of Lakeport for the construction of the roundabout at Lakeport Blvd and South Main Street. The actual STIP fund estimate (minus the reserves and other Planning, Programming and Monitoring funds) was in the amount of \$2.684 million available for new projects, or else replacing money deleted from the 2016 cycle. No capacity for Public Transportation Account (PTA) funding is in this STIP and transit projects won't be programmed in this cycle.

The CTC will be adopting the final fund estimate in August. New guidelines will also be coming from the CTC at that time with the notable changes requiring a Project Study Report (PSR) at the time of application as opposed to past practices allowing for some flexibility in this area, and a change to the project programming request forms requiring identification of project outcomes for projects (e.g. number of new lane miles, number of new bike lane miles, etc.). TAC input will be sought in the next couple of months for new applications. The new guidelines note that priority projects should be those that were deleted from the past STIP cycle. Three projects previously identified by the APC Board as regionally important are Dam Rd Ext, South Main/Soda Bay Rd corridor and the Lake 29 Expressway, which will also be prioritized accordingly. Any remaining funds will go towards newly proposed projects that are ranked locally on a competitive basis. Application forms will be provided once the fund estimate is finalized by the CTC. Recommendations from the TAC will be needed by the October meeting, which means applications should come back in early October. The money will be available in the last two years of the STIP cycle, or FY 2021/22 and 2022/23.

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

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

##### i. **SB 1 Update**

John provided an overview of several components of the Senate Bill (SB) 1 funding legislation that are relevant to Lake County agencies and where they currently stood. The California Transportation Commission (CTC) is overseeing eight programs, four existing and four new. One of the notable programs for Lake County is the Active Transportation Program Augmentation. SB 1 has added \$100 million into the program for previously programmed projects that are able to be advanced. This would only involve the Hartley Street Project in Lakeport. Lakeport has expressed an interest in advancing the project and APC staff would be discussing this with them in the next few days. Money was also available for some projects that were applied for but not awarded in the 2016 cycle based on the score received. As a result, additional projects could be eligible down the scoring list until the funding was exhausted. No additional projects within the Lake County region would qualify from the 2016 cycle scoring process.

A second pool of money from SB 1 (\$1.5 billion) will target local streets and roads, beginning in November. A draft set of guidelines has been put out with CTC adoption expected in August at which time a call for projects will also go out. This money will be on top of the Highway Users Tax Account (HUTA) that normally flow to local agencies. Separate reporting requirements for these funds are noted in the guidelines. Lisa added that the CTC is trying to keep the process as simple and flexible as they can. Estimates were

included in a presentation by the League of California Cities for the city portions listing approximately \$262,000 for Clearlake and \$80,000 for Lakeport in additional 2018/19 revenues. The first project submittal is due by mid-October, which is critical because funds will be lost if the list is not received by the deadline.

Another of the programs through SB1 is the Local Partnership Program, which pertains solely to Clearlake as a self-help city. The program is funded with \$200 million a year to reward self-help jurisdictions. The CTC was still developing the process of how the funds should be dispersed. Initially, it proposed to make 75% of the money available through a competitive process with the remaining 25% through formula. Based on some pushback from self-help entities, it is now split 50/50, although even this is felt to be a burden to rural areas as the competitive process is less certain and also time consuming for smaller agencies. Further workshops are scheduled through the fall before final guidelines are adopted.

Lisa attended a meeting to discuss the Trade Corridor Enhancement Account program. SB 1 funds (\$300 million) were added to this existing \$100 million account. Projects must be on an existing "freight corridor," which would include the Lake 20 Corridor (SR 20, 53 and 29). This program is split between competitive (60%) and Caltrans nominated (40%) projects. It is believed that the Lake 29 project may be able to benefit from this program, partly because the environmental document has already been completed and there are no other competing projects north of Sacramento that could qualify. Doug Herren asked whether the Dam Road roundabout could qualify based on the current traffic problems in that area with backups onto SR 53. It hadn't been considered although maybe worth looking into.

Finally, SB 1 funds will also be used for another round of Sustainable Transportation Planning Grants. This one would continue to be administered by Caltrans (not the CTC) with \$25 million per year, but half of that will go to MPOs on a formula basis, so really only \$12.5 would be available to rural regions such as Lake County. An "Adaption Planning Grant" combating climate change is also available although it is unclear at this point how this could be used in the Lake region.

#### **ii. Regional Transportation Plan Update**

John provided a brief status update on the RTP. A draft was near completion at which point he would send to the agencies for comment.

#### **iii. Miscellaneous** None

### **b. Lake Transit Authority**

#### **i. FTA 5310 Grants**

Mark explained that the Mobility Management program was awarded \$268,412 over a three-year period. Operating assistance funds of \$112,570 were awarded for out-of-county non-emergency medical transportation for three years as well. Finally, \$32,760 was awarded to the Pay-Your-Pal program. Agreements to receive the funds probably wouldn't be ready until October.

#### **ii. Miscellaneous**

Significant service cuts were being made, approximately 5,000 service hours a year, more than 10%. A public hearing will take place on August 9 regarding the cuts. Changes will be implemented soon afterwards.

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

**i. Sustainable Transportation Planning Grants**

John discussed the two grants that were awarded recently: a bus passenger facility plan and a pedestrian needs inventory and engineered feasibility study. The passenger facility plan will focus on the need for working agreements between agencies to ensure the projects involving the bus facilities can be implemented and maintained. At this point, certain conditions still needed to be met prior to receiving the funds such as incorporating the plans into the OWP (already completed) and making minor revisions to the work scope of each. RFPs will be prepared within the next two months.

**ii. Other Grant Updates**

Todd noted that the Middletown multi-use trail ATP grant is moving forward with Byron Turner currently working on the environmental document.

**d. Caltrans**

**i. Lake County Project Updates**

Dave noted that the two roundabout projects on the Caltrans list will begin construction next year. Those are the SR 20/53 and the SR 29/Hartmann Rd roundabout projects. Phil asked about “themes” for the Hartmann project. Todd mentioned that there would be “horse” themes on the roundabout. Lisa noted that she would make sure Jaime Matteoli was aware of that when she spoke with him next Monday. Dave referred to the Cruikshank project (#10) and ramp improvement project (#11) which are both close.

**ii. Other Updates** None

**e. Miscellaneous** None

**6. Information Packet**

**a. 5/9/17 Draft SSTAC Minutes**

**b. 5/10/17 Draft Lake APC Minutes**

**7. 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 – August 24, 2017**

**10. Adjourn Meeting**

Meeting adjourned at 10:43 a.m.

Respectfully Submitted,

(Draft)

John Speka  
Lake APC Transportation Planning



purchased during the completion of a project, therefore staff is requesting the additional funds from WE 600 in the amount of \$316.32 be allocated to this element.

Work Element 607 (Special Studies) – As mentioned in WE 600, the Planning Consultant, Dow & Associates was short-staffed during the first quarter of FY 2016/17. This staffing difficulty left carryover funding for Dow & Associates to carry over into the FY 2017/18 OWP. A total of \$3,350 of LTF will be added to the APC Planning Consultants already programmed amount under WE 607. Additionally, there is \$500 of direct expense money that will be carried over for use in the FY 2017/18 OWP.

Work Element 608 (Planning, Programming & Monitoring) – The amount of RPA carryover from the 2016/17 OWP was \$687.00 for the City of Clearlake, bringing their overall total to \$3,187.00 for FY 2017/18.

Work Element 609 (Lake Transit Hub Location Plan) – This project was finalized in FY 2016/17, with a remaining balance of \$150.00 of LTF funding. Staff is requesting these funds be allocated to WE 619 (Lake County Pedestrian Needs Inventory & EFS) to cover direct expenses incurred during the project.

Work Element 610 (Non-Motorized Transportation) – APC Planning Consultant, Dow & Associates had a small amount of RPA funding that totaled \$442.00 remaining under this work element from FY 2016/17. Staff requests these funds be added to the currently programmed OWP, allocating a total of \$10,442.00.

Work Element 612 (Countywide Technology Support Services) – The amount of LTF carryover from the 2016/17 OWP was \$819.90 for the City of Clearlake. The City of Clearlake has received a new allocation of funds under this element for the current fiscal year. Staff is requesting \$500 of this funding be used to cover the annual licensing fee for the GIS Program.

Work Element 613 (Transportation Information Outreach) – Carryover for this work element is \$1,287.60 in Local Transportation Funds (direct costs). This funding amount is greater than necessary for the direct expenses. Staff has shifted \$500.00 to the new Work Element 618 (LTA Bus Passenger Facilities Plan) and \$110.00 to the new Work Element 619 (L.C. Pedestrian Needs Inventory & EFS) to cover direct expenses incurred under these grant programs.

Work Element 614 (Countywide Sign Inventory Plan – Carryover) – Due to minimal progress being completed on this project during FY 2016/17, a large amount of carryover funding in the amount of \$81,464.07 remains. The total funds will be broken down as follows; the County of Lake DPW a total of \$3,963.57, the City of Lakeport a total of \$1,000.00, the City of Clearlake a total of \$1,500.00 and the consultant budget will remain at \$75,000.00.

Work Element 615 (Regional Transportation Plan Update) – Actual carryover amounts for direct expense under this work element is \$296.12. Since this is an RPA funded element, the direct expense funding has been moved to Work Element 601, where it can be utilized. Since additional work needs to be done on the RTP, staff is requesting additional carryover funds are allocated to APC Planning Consultant for a total of \$9,313.00.

Work Element 616 (Training) – The amount of LTF carryover from the 2016/17 OWP was \$7,743.00. There has been \$5,100.00 under this element for a considerable amount of time for local



agency training opportunities. Due the inactivity, these funds have been removed and placed under Work Element 602 to assist in the shortfall of funding for the Transit System software. The remaining \$2,643.00 has been carried over under the APC Planning Consultant, Dow & Associates.

I am requesting the Technical Advisory Committee (TAC) consider the proposed amendments and approve the 2017/18 OWP Amendment as proposed.

---

**ACTION REQUIRED:**

Approve 2017/18 Work Program First Amendment as proposed.

---

**ALTERNATIVES:**

Do not approve amended Work Program and provide alternative suggestions.

---

**RECOMMENDATION:**

Approval of 2017/18 Work Program First Amendment as presented with changes to the above-mentioned Work Elements. Recommend APC Board approve the First Amendment to the Overall Work Program at their regularly scheduled board meeting on September 6, 2017.

Proposed changes to the 2017/18 Amended Work Program are as follows:

Proposed 2017/18 Work Program Amendment

WE	Work Element Project Description	Current Funding				Proposed Funding				Proposed Total
		RPA	LTF	PPM	Other	RPA	LTF	PPM	Other	
600	Regional Planning & Intergovernmental Coordination	\$ 104,000	\$ -	\$ -	\$ -	\$ 122,716	\$ -	\$ -	\$ -	\$ 122,716
601	<b>TDA Activities &amp; Coordination (NEW)</b>	\$ -	\$ 34,000	\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$ -	\$ 35,000
602	Transit Planning & Performance Monitoring	\$ 22,500	\$ -	\$ -	\$ -	\$ 31,779	\$ -	\$ -	\$ -	\$ 31,779
603	<b>Transit Asset Management Plan (NEW)</b>	\$ -	\$ 34,000	\$ -	\$ -	\$ -	\$ 34,000	\$ -	\$ -	\$ 34,000
604	Lake County Project Reserve Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
605	Federal & State Grant Preparation, Monitoring & Assistance	\$ -	\$ 2,996	\$ 38,500	\$ -	\$ -	\$ 4,696	\$ 38,500	\$ -	\$ 43,196
606	<b>Speed one Studies - Clearlake</b>	\$ -	\$ -	\$ 12,500	\$ -	\$ -	\$ 469	\$ 12,500	\$ -	\$ 12,969
607	Special Studies	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ 3,850	\$ 25,000	\$ -	\$ 28,850
608	Planning, Programming, & Monitoring	\$ 35,000	\$ -	\$ -	\$ -	\$ 35,687	\$ -	\$ -	\$ -	\$ 35,687
609	Lake Transit Hub Location Plan ( <i>Carryover</i> )	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
610	Non-Motorized Transportation	\$ 10,000	\$ -	\$ -	\$ -	\$ 10,442	\$ -	\$ -	\$ -	\$ 10,442
611	<b>Pavement Management Program Inventory Update (NEW)</b>	\$ 105,000	\$ -	\$ -	\$ -	\$ 105,000	\$ -	\$ -	\$ -	\$ 105,000
612	Technology Support Services	\$ 2,500	\$ -	\$ -	\$ -	\$ 2,500	\$ 500	\$ -	\$ -	\$ 3,000
613	Transportation Information Outreach	\$ -	\$ 2,500	\$ -	\$ -	\$ -	\$ 3,000	\$ -	\$ -	\$ 3,000
614	Countywide Sign Inventory Project ( <i>Carryover</i> )	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,387	\$ 69,077	\$ -	\$ 81,464
615	Regional Transportation Plan ( <i>Carryover</i> )	\$ 15,000	\$ -	\$ -	\$ -	\$ 24,313	\$ -	\$ -	\$ -	\$ 24,313
616	Training	\$ -	\$ 2,500	\$ -	\$ -	\$ -	\$ 5,103	\$ -	\$ -	\$ 5,103
617	<b>Lake Transit ADA Plan (NEW)</b>	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ 5,000
618	<b>LTA Bus Passenger Facilities Plan (NEW)</b>	\$ -	\$ 14,911	\$ -	\$ 115,089	\$ -	\$ 15,411	\$ -	\$ 115,089	\$ 130,500
619	<b>L.C. Pedestrian Facility Needs Inventory &amp; EFS (NEW)</b>	\$ -	\$ 21,163	\$ -	\$ 163,335	\$ -	\$ 21,857	\$ -	\$ 163,335	\$ 185,192
<b>Total Funding Sources</b>		\$ 294,000	\$ 117,070	\$ 76,000	\$ 278,424	\$ 332,437	\$ 141,273	\$ 145,077	\$ 278,424	\$ 897,211



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

---

**TITLE:** 2018 RTIP – Fund Estimate and Application Cycle

**DATE PREPARED:** 08/15/17

**MEETING DATE:** 08/24/17

---

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

---

**BACKGROUND:** The California Transportation Commission is scheduled to adopt the Fund Estimate (FE) for the 2018 State Transportation Improvement Program (STIP) at their August 17 meeting. The draft estimate identified an available STIP programming target through FY 2022/23 of \$3,663,000 for the Lake County region, with a maximum programming limit of \$5,258,000 based on potential revenue through 2023/24. Included in the programming target for the region are Planning, Programming & Monitoring funds in the amount of \$139,000. After deducting PPM, this leaves a target of \$3,524,000 or a maximum of \$5,119,000 for programming on existing or new projects.

The STIP Fund Estimate also provides a new mechanism for programming project development components of a future project through the Advance Project Development Element. The amount available for the Lake County region in this cycle is \$782,000, which is separate from the funds identified above. These funds can only be used for environmental and design on a project and can be programmed in any year of the five year STIP period. If utilized, the APDE funds act as an advance of future shares for a region.

A competitive application cycle will be held to select projects for funding. Some projects have already been identified as a priority, including replacement of funds that were de-programmed during the funding shortage of the 2016 STIP. A total of \$194,000 was deleted from Lakeport's Lakeport Boulevard and South Main Intersection project. Reprogramming of these funds was established as a priority for future STIP cycles by the APC at the time of deprogramming. In addition, the APC has identified regional priority projects that must be considered when programming STIP funds. These are the Lake 29 Expressway, South Main/Soda Bay Road Corridor Project, and Dam Road/Phillips Avenue Extension. Funding needs for these projects receive priority before funds can be used for new projects. The APC has also maintained reserves of \$149,000 for the City of Clearlake's Dam Road/Phillips Avenue Extension project and \$700,000 for Lakeport's intersection project.

The application cycle will be open as of the TAC meeting. The approved STIP project application and criteria are attached. In addition to the application, a Project Study Report (PSR) must also be submitted for any project that does not have an existing PSR. **Applications are due October 6** and will be reviewed and scored by the TAC at the October meeting. When preparing applications, agencies should keep in mind the priorities described above, as well as project timing. STIP funds will be available primarily in the last two years of the five year STIP cycle, FY 21/22 and 22/23.

---

**ACTION REQUIRED:** No action required – information and discussion only.

---

**ALTERNATIVES:** None identified

---

**RECOMMENDATION:** Discuss the STIP Fund Estimate, project application, and potential projects.

**Lake APC  
RTIP Project Selection Criteria**

The following criteria have been established consistent with Resolution 12-13-11 which established Regional Transportation Improvement Program (RTIP) policies and selection criteria. Evaluations and scoring will be conducted by the Technical Advisory Committee. In formulating funding recommendations to the APC, the TAC may consider other relevant factors and through the exercise of professional judgment, may vary from that priority order which may have been established through the numerical ranking process. Final project selection shall be made by the APC.

Project: \_\_\_\_\_  
 Applicant: \_\_\_\_\_  
 Date Reviewed: \_\_\_\_\_

Criteria & Maximum Points	Score	Comments
Regional Benefit <b>20 Points</b>		
Safety <b>15 Points</b>		
Reasonableness/Cost Benefit <b>15 points</b>		
Urgency <b>10 Points</b>		
One-Time Funding Opportunity/ Leveraging Other Funds <b>10 Points</b>		
Traffic Volume <b>10 Points</b>		
Readiness <b>10 Points</b>		
Complete Streets/Multi-Modal <b>10 Points</b>		
<b>TOTAL</b>		

# Lake APC REGIONAL IMPROVEMENT PROGRAM (RIP) - APPLICATION FORM

Applicant Agency: \_\_\_\_\_ Date: \_\_\_\_\_

Project Contact: \_\_\_\_\_ Telephone: \_\_\_\_\_  
\_\_\_\_\_

### PROJECT INFORMATION (USE ADDITIONAL SHEETS AS NECESSARY)

Project Type: *(Check One)*

Highways/Streets/Roads \_\_\_\_\_ Transit \_\_\_\_\_ Bike & Pedestrian \_\_\_\_\_

Project Title: \_\_\_\_\_

Project Purpose: What transportation deficiency will this project address (safety, congestion, operations, plan implementation, etc.)?

Project Location & Limits:

Project Description:

Has this project been identified by the APC as a regional priority?

Proposed Funding:

RIP Request	\$ _____
Local	\$ _____
State	\$ _____
Federal	\$ _____
Other	\$ _____
Total	\$ _____

Leverage: Requested RIP Funds/Total Funding Needs \$ \_\_\_\_\_ / \$ \_\_\_\_\_

What alternative sources of funding have already been sought for this project and what is the status of those funds?

Project Component	Cost Estimate
Environmental Studies & Permits	\$
Plans, Specifications & Estimates	\$
Right of Way	\$
Construction	\$
<b>Total</b>	\$

Does project have a completed Project Study Report (PSR) or equivalent? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, indicate date and who completed PSR \_\_\_\_\_

If no, who will complete PSR? \_\_\_\_\_

Estimated PSR completion date \_\_\_\_\_ (PSRs due prior to STIP programming)

Is project consistent with current Regional Transportation Plan? Yes \_\_\_\_\_ No \_\_\_\_\_

Is project identified in other plans? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, which one(s)? \_\_\_\_\_

Will project implement a specific plan that has been developed for the area? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, which one? \_\_\_\_\_

**Environmental Clearance Status**

NEPA/CEQA (circle one or both) Status \_\_\_\_\_

Anticipated/Actual Document Type? \_\_\_\_\_

Permits Required \_\_\_\_\_ Status \_\_\_\_\_

If the project is on or adjacent to a highway, street, or road, what is the Average Daily Traffic (ADT) of the facility? \_\_\_\_\_

Is this project considered urgent? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, explain why.

Describe the Regional Significance or Regional Benefit of this project:

Describe the level of readiness of this project:

Will RIP funds help to leverage other funds or is there a one-time funding opportunity associated with this application?

Are there safety concerns at this project site? If so, how will the project address them?

Describe the project's cost "reasonableness" or cost/benefit. Numerical cost/benefit data is not required.

Does this project address the Complete Streets Act or provide a multi-modal benefit? If so, how? If not, why?

Please describe any other relevant information about this project you may feel will be useful in the scoring process. Additional attachments (i.e. maps, photos) may also be included with the application.

***INSTRUCTIONS:***

*For the 2018 Regional Transportation Improvement Program funding cycle, applications are due October 6, 2017. Please submit 13 hard copies and one electronic copy (including any attachments) to the Lake APC office by 5:00 p.m., October 6, 2017.*

*Please use the RTIP Project Selection Criteria for reference when completing your application. All projects to be considered for funding must submit a completed application, even if already identified as a priority project by the APC. A Project Study Report must also be submitted at the time of the application due date for projects that do not have an existing PSR.*

*Use as much space on this form to answer each question as needed. There is not a limit to the number of pages for the application. You are encouraged to include additional attachments with the application, such as project maps, photos, or other items that may enhance your application. If you have any questions, APC staff will be available to help.*



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

---

**TITLE:** Senate Bill 1 Implementation

**DATE PREPARED:** August 15, 2017

**MEETING DATE:** August 24, 2017

---

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

---

**BACKGROUND:**

When Governor Brown signed Senate Bill 1, the “Road Repair and Accountability Act of 2017”, a wave of activity was set in motion within Caltrans and the California Transportation Commission (CTC) that has rearranged regional agency summer priorities throughout the state. Senate Bill 1 created 4 new programs, placing them under the purview of the CTC, and either added supplemental funding to, or affected 4 other existing programs. A chart identifying these new and affected programs is attached.

A number of workshops have been scheduled to develop guidelines for the administration of each of these programs. A brief summary of each follows:

**New SB 1 Programs:**

1. ***Local Streets & Roads:*** This program, consistent with the “Fix It First” theme of the legislation, will provide new funding directly to the counties and cities for streets and roads repair. The workshops are completed and draft guidelines have been prepared. The program is scheduled for adoption at the August 16-17 CTC meeting. Lisa and I have both been involved in early workshops pertaining to this program.
2. ***Solutions for Congested Corridors:*** Staff considers this program the least likely to have benefit to rural areas and has not invested much time monitoring this program to date. The guidelines are not scheduled to be available until mid-October, so there is still time to monitor to ensure we are not missing opportunities.
3. ***Trade Corridor Enhancement:*** Lisa and I have attended workshops related to this program. The Route 20 Corridor (which includes our Lake 29 segment) is an important freight route in northern California. This program could be available to help fund remaining segments of our State Route 29 widening project along the south shore. Several more workshops are forthcoming, as this program is not scheduled to have guidelines available until December.
4. ***LOCAL PARTNERSHIP:*** Lisa attended the initial workshop and I attempted to call in (with little success in being able to hear). I attended the second workshop in Los Angeles and the third workshop in Oakland August 7. There is promise in obtaining funding for the benefit of Clearlake under this program. The intent of the legislature is to reward existing Self-Help entities and provide an incentive for other to pass local sales tax measures dedicated to transportation. I have been representing the 3 small Mendocino cities and 3 small Nevada cities as well as Clearlake. Although the program will be 50% competitive and 50% formula for the first 2 years, there is a reasonable chance that Clearlake will receive some type of meaningful benefit from this program. Draft guidelines were just recently made available but it is still unclear how Self-Help cities will benefit.

**Existing Commission Programs:**

1. **Active Transportation program:** SB1 supplements this program by \$100 million per year. Since this program is over-subscribed, the CTC elected to let recently awarded projects from Cycle 3 advance their projects to earlier years if they applied to do so. Only one project in Lake County qualified to do so, Lakeport’s Hartley Street pedestrian project. The CTC will also be reviewing the Cycle 3 list and funding projects with lower scores until the remaining funding is committed. This was the first SB 1 program finalized. APC staff worked with Lakeport staff to submit the necessary material to advance the project. It was due August 1.
2. **State Highway Operation and Protection Program (SHOPP):** SB1 also increases funding for this well known Caltrans program. Interim guidelines have been adopted and the proposed SHOPP will be submitted by Caltrans in January, 2018. District 1 staff reports regularly on SHOPP projects to the APC. This program has not been a priority for monitoring by APC staff.
3. **Transportation Asset Management:** The guidelines for this Caltrans program were adopted in late June. I attended a workshop on Asset Management much earlier in the year. It is an efficiency program to ensure that the condition and life-cycle of multiple assets (culverts, utilities, drainage, bridges, pedestrian features, etc) are considered when scheduled maintenance/operational improvements are scheduled on highway segments. There will be positive local implications to this program when implemented.
4. **State Transportation Improvement Program (STIP):** SB 1 provides funding that will hopefully stabilize the STIP. Draft guidelines are now available and are due for adoption in at the August CTC meeting. Lisa attended the first workshop in July in Sacramento. Two more will follow in October. APC staff will be paying increasing attention to this program, as this happens to be a year in which our Regional Transportation Improvement Program (RTIP) is due.

Although normal routines for this time of the year have been interrupted, this is all good news. We anticipate local benefit to one degree or another from most SB 1 programs.

Staff will be available to attempt to answers questions regarding these various programs.

---

**ACTION REQUIRED:** None.

---

**ALTERNATIVES:** None identified.

---

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



# SB 1 Programs – Implementation Schedule

New SB 1 Programs					
Program	Workshops	Draft Guidelines Available	Guidelines Adoption	Applications or Project Lists Due	Program Adoption
Local Streets and Roads	<ul style="list-style-type: none"> <li>July 18<sup>th</sup> - Sacramento</li> </ul>	June 30, 2017	August 16-17, 2017	Sept. – Oct. 2017	October 18-19, 2017 (Adopt Eligibility List and Submit to Controller)
Solutions for Congested Corridors	<ul style="list-style-type: none"> <li>June 28<sup>th</sup> - Sacramento</li> <li>July 21<sup>st</sup> - Los Angeles</li> <li>August 7<sup>th</sup> - Oakland</li> <li>September 8<sup>th</sup> - Sacramento</li> <li>November 17<sup>th</sup> – Stockton</li> <li>December 6<sup>th</sup> - Riverside</li> </ul>	October 18-19, 2017	December 6-7, 2017	February 2018	May 2018
Trade Corridor Enhancement	<ul style="list-style-type: none"> <li>July 17<sup>th</sup> - Sacramento</li> <li>August 8<sup>th</sup> - Oakland</li> <li>September 25<sup>th</sup> – Sacramento</li> <li>October 24<sup>th</sup> – Los Angeles</li> </ul>	December 6-7, 2017	January 2018	March 2018	May 2018
Local Partnership	<ul style="list-style-type: none"> <li>July 11<sup>th</sup> - Sacramento</li> <li>July 21<sup>st</sup> - Los Angeles</li> <li>August 7<sup>th</sup> - Oakland</li> <li>September 8<sup>th</sup> – Sacramento</li> <li>September 25<sup>th</sup> – Sacramento</li> </ul>	August 16-17, 2017	October 18-19, 2017	March 2018	June 2018

As of July 6, 2017 – Please note that all dates are tentative and schedule is subject to change

# SB 1 Programs – Implementation Schedule

Existing Commission Programs					
Program	Workshops	Draft Guidelines Available	Guidelines Adoption	Applications or Project Lists Due	Program Adoption
Active Transportation	<ul style="list-style-type: none"> <li>June 23, 2017</li> <li>June 28, 2017</li> </ul>	June 26, 2017	June 28, 2017	August 2017	October 18-19, 2017 (Statewide & Urban/Small Rural Components)  December 6-7, 2017 (MPO Component)
State Highway Operation and Protection Program (SHOPP)	<ul style="list-style-type: none"> <li>May 17<sup>th</sup> – San Diego</li> <li>June 9<sup>th</sup> - Sacramento</li> <li>TBD in early 2018 – North and South hearings on Proposed 2018 SHOPP</li> </ul>	May 17, 2017 Presented Draft Interim SHOPP Guidelines to Commission	June 28, 2017 Adopted Interim SHOPP Guidelines	January 2018 (Caltrans submits proposed SHOPP)	March 2018
Transportation Asset Management*	<ul style="list-style-type: none"> <li>May 17<sup>th</sup> – San Diego</li> <li>June 9<sup>th</sup> - Sacramento</li> </ul>	May 17, 2017 Presented Draft Transportation Asset Management Plan (TAMP) Guidelines to Commission	June 28, 2017 Adopted TAMP Guidelines	N/A	N/A
State Transportation Improvement Program (STIP)	<ul style="list-style-type: none"> <li>July 17<sup>th</sup> - Sacramento</li> <li>October 19<sup>th</sup> - Modesto</li> <li>October 24<sup>th</sup> – Los Angeles</li> </ul>	June 28, 2017	August 16-17, 2017	October 15, 2017 (Draft ITIP due from Caltrans)  December 15, 2017 (Final RTIPs & ITIP due)	March 2018

\* The TAMP Guidelines inform the Department’s development of the Transportation Asset Management Plan which prioritizes investments for projects funded from the SHOPP. The Department’s completed Transportation Asset Management Plan must be submitted to the Commission by July 2020.

As of July 6, 2017 – Please note that all dates are tentative and schedule is subject to change

# *Information Packet*



# LAKE COUNTY/CITY AREA PLANNING COUNCIL

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

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

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

Wednesday, June 14, 2017

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

**Teleconference Location:** Caltrans – District 1  
1656 Union Street  
Eureka, California

### Present

Moke Simon, Supervisor, County of Lake  
Jeff Smith, Supervisor, County of Lake  
Nick Bennett, Council Member, City of Clearlake  
Russell Perdock, Mayor, City of Clearlake  
Stacy Mattina, Mayor, City of Lakeport  
Kenneth Parlet, Council Member, City of Lakeport  
Rex Jackman, Caltrans District 1 (Policy Advisory Committee)

### Absent

Chuck Leonard, Member at Large  
Vacant Position, Member at Large

### Also Present

Lisa Davey-Bates, Executive Director, Admin. Staff – Lake APC  
Alexis Pedrotti, Admin. Staff - Lake APC  
Phil Dow, Planning Staff – Lake APC  
John Speka, Planning Staff – Lake APC  
Jaime Mattioli, Caltrans District 1 (Teleconference)  
Phil McGuire, Innovative Paradigms/Greg Miller, Greg Miller Consulting (Teleconference)  
Scott De Leon, Lake County Public Works Director

---

### 1. Call to Order/Roll Call

Chairperson Smith called the meeting to order at 9:04 am. Alexis Pedrotti called roll. Members present: Simon, Smith, Bennett, Perdock, Mattina, Parlet, and Jackman.

### 2. Adjourn to Policy Advisory Committee

Chairperson Smith adjourned to the Policy Advisory Committee (PAC) to include Rex Jackman, Caltrans District 1, and allow him to participate as a voting member of the Lake APC.

### 3. Public Expression

None.

### CONSENT CALENDAR

#### 4. Approval of May 10, 2017 (Draft) Minutes

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

### REGULAR CALENDAR

#### 5. Presentation and Recommended Approval of 2017/18 Lake County/City Area Planning Council's Budget and adoption of Resolutions:

- a. **Resolution No. 17-18-1 Allocating 2017/17 Local Transportation Funds for Administrative Purposes**
- b. **Resolution No. 17-18-2 Allocating 2017/18 Local Transportation Funds for Bicycle and Pedestrian Facilities**
- c. **Resolution No. 17-18-3 Allocating 2017/18 Local Transportation Funds and Carryover Funds for Planning Projects Included in the Work Program**
- d. **Resolution No. 17-18-4 Allocating 2017/18 Local Transportation Funds to Lake Transit Authority**
- e. **Resolution No. 17-18-5 Allocating State Transit Assistance Funds to Lake Transit Authority**
- f. **Resolution No. 17-18-6 Approving State Transportation Improvement Program (STIP) Planning, Programming, and Monitoring Fund Transfer Agreement**
- g. **Resolution No. 17-18-7 Allocation of 2017/18 Local Transportation Funds (5%) to the Consolidated Transportation Service Agency (CTSA) for Non-Emergency Medical Transportation (NEMT) Purposes**

Lisa Davey Bates reported that a one-page staff report was included for the Board to review last month, explaining the process and typical changes to the annual budget. It was Lisa's intention to spend a sufficient amount of time reviewing the budget in detail for the newer members of the Board; but due to time constraints expressed by some board members, she highlighted the important pieces throughout the document.

The annual budget document includes a memo discussing the priorities of administering the Transportation Development Act (TDA) funding. This includes allocations for administration, 2% LTF Bicycle and Pedestrian account, planning funds for the Overall Work Program (OWP) and Lake Transit. Also included were detailed budgetary notes clarifying the various types of funding administered by the Lake APC.

The budget document includes the 2017/18 Budget, as well as the 2 previous years for reference purposes. Lisa described the various sources of revenues and expenditures identified in the Lake APC's budget and offered to answer any questions.

*Director Perdock made a motion to adopt the Final 2017/18 Lake County/City Area Planning Council Budget and supporting resolutions 17-18-1 through 17-18-7, as presented. The motion was seconded by Director Simon and carried unanimously.*

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

**6. Consideration of Contract with Mark Wall for Transit Planning Services Pursuant to the Work Program**

The contract included for Board approval was for Mark Wall, Transit Manager, to perform planning activities under the Overall Work Program (OWP) during the fiscal year 2017/18.

*Director Mattina made a motion to approve the contract for professional services with Mark Wall, Transit Planning Services pursuant to the Overall Work Program, as presented. The motion was seconded by Director Simon and carried unanimously.*

**7. Presentation and Recommended Approval of 2017/18 (Draft) Overall Work Program**

The Overall Work Program (OWP) has been discussed on various occasions over a 6-month period with the Board. In January, APC Staff distributed the OWP project solicitation to the Technical Advisory Committee (TAC) for new projects in the OWP. The TAC reviews and approves the draft list of projects for the new OWP. Some elements in the OWP are ongoing planning elements, and some are new projects, such as the Lake Transit Passenger Facilities Plan and Lake County Pedestrian Facility Needs Inventory project.

Lisa specifically addressed Work Element 601. This element has been developed as a result of various conversations and meetings with Caltrans and other RTPA's that are allocated Rural Planning Assistance (RPA) Funding. Caltrans Headquarters' staff prefers to see RPA and local funding separated into different work elements for clarification and auditing purposes. In past years, APC Staff would combine RPA and local funding under Work Element 600-Regional Planning & Intergovernmental Coordination. To comply with the request by Caltrans, we are now separating funding types between Work Element 600 and 601. All new elements in the OWP are identified in Bold for clarity.

*Director Bennett made a motion to adopt the Final 2017/18 Work Program and authorize the Executive Director to sign necessary certifications/agreements and forward to Caltrans. The motion was seconded by Director Simon and carried unanimously.*

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

**8. Update of Lake Links as a Non-Profit Organization and Recommendation to Pursue Appointments to Lake Links' Board of Directors**

Lisa introduced Phil McGuire, Innovative Paradigms, and Greg Miller, Greg Miller Consulting. Both consultants were hired to help establish the Lake Links non-profit. They have worked to develop the by-laws, articles of incorporation and submit all the necessary filings to the State. Phil and Greg participated via teleconference.

Phil McGuire updated the Board on the formation of the non-profit. He and Greg were approached by Mark and Lisa last fall to assist in developing the non-profit. Phil has a vast amount of experience with working with other CTSA's and is very familiar with forming non-profit organizations. They began the process by working with local officials, and formed Lake Links. They have participated in various discussions regarding details for articles of incorporation, bylaws, filings for the state, and other necessary documentation. The Article of Incorporation was filed in early May, and Phil was pleased to report that Lake Links now does legally exist. Lisa is the incorporating Director, which is required by the State.

The bylaws were included for the Board to review and comment. The bylaws identify the process for understanding how the Board will be developed and function. After a year Lisa, will become an Ex-officio member of the Lake Links Board as stated in the bylaws, and the permanent Board will be appointed. It is a complicated process and takes some time, but the agency has to follow these formal steps. This will be an excellent move for Lake County.

Action will be requested at the next APC Board Meeting to officially accept appointment from the APC to the Lake Links Board of Directors. Along the way the Board has been vocal about being a part of this process and Lake Links Board. As noted in the bylaws, the Lake APC Board has two seats as voting members on the Lake Links Board. The Lake Links non-profit terms will be 3-year terms, with a 2 term maximum.

This item will be further addressed at the next Lake APC Board meeting,

## **RATIFY ACTION**

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

Chairperson Smith adjourned the Policy Advisory Committee and reconvened as the APC.

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

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

## **REPORTS**

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

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

A Summary of Meetings was provided in the packet for review.

**1. Senate Bill 1 Implementation** – Phil Dow included a written staff report with information about SB1. Phil participated in a California Transportation Commission (CTC) webinar on implementation of Senate Bill 1 from Ukiah. The following day he became involved in the facilitation of various committees for the new funding package. Phil volunteered to participate on committees to ensure there is appropriate rural representation. The Local Streets and Roads Committee should be followed closely to monitor any legislative requirements being pursued for extensive performance measures. Phil and many other local agencies are pushing to ensure funding is spent taking care of the issues at hand, not extensive paperwork and performance measures.

The Lake APC has a very suitable program that evaluates the Pavement Condition Index (PCI) every three years. The Pavement Management Program would be a great way to show adequate performance measures by evaluation of the increasing PCI.

Phil also signed up for the Active Transportation Program committee. There appears to be widespread emphases on disadvantaged communities. Phil wants to ensure the program is headed in the right direction for rural areas like Lake County.

The Local Partnership Program component is an incentivized program for self-help cities and counties. This funding would be for agencies that have an exclusively dedicated Transportation Sales Tax in their city or county. Clearlake will be the only qualifying agency in our County. Phil reported that there are only eight self-help cities in state. An issue recently discussed was to make 75% of this pot of funding a competitive process for the agencies to apply for and the other 25% formula based. Phil disagreed, noting that these agencies have already been through a competitive process, they should receive a flat amount