



# 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, March 19, 2020  
TIME: 9 a.m.  
PLACE: Audioconference  
367 N. State St.  
Ste. 208  
Ukiah, California

Caltrans-District 1  
Teleconference  
1656 Union Street  
Eureka, California

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

1. Call to order
2. Approval of February 20, 2019 Minutes
3. Presentation and Possible Recommendation to Approve Draft Highway 20 Northshore Communities Traffic Calming Study (*Consultant*)
4. Presentation and Possible Recommendation to Approve Draft Eleventh Street Corridor Plan (*Consultant*)
5. Discussion and Recommended Approval of the Fourth Amendment of the 2019/20 Overall Work Program (*Davey-Bates, Pedrotti*)
6. Discussion on Regional Early Action Planning (REAP) Grant (*Barrett*)
7. Discussion on Local Road Safety Plans (*Barrett*)
8. Announcements and Reports
  - a. Lake APC
    - i. Update on Sustainable Transportation Planning Grants (*Speka*)
    - ii. Update on Strategic Partnerships Grant (*Casey*)
    - iii. Update on Unincorporated County Transportation Tax Polling (*Casey*)
    - iv. Miscellaneous
  - b. Lake Transit Authority
    - i. Miscellaneous
  - c. Federal & State Grant Status Reports
    - i. Wildfire Resiliency and Recovery Planning Grant (*Speka*)
    - ii. Other Grant Updates (*All*)
  - d. Caltrans
    - i. Lake County Projects Update
    - ii. Other Updates
6. Information Packet
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 – **April 16, 2020**
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: March 16, 2020

List of Attachments:

- Agenda Item #2 – 02/20/20 Draft Lake TAC Minutes*
- Agenda Item #3 – Highway 20 Traffic Calming Study Presentation*
- Agenda Item #4 – Eleventh Street Corridor Study Presentation*
- Agenda Item #5 – OWP Staff Report*
- Agenda Item #6 – Regional Early Action Planning (REAP)*



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## TECHNICAL ADVISORY COMMITTEE MEETING Draft Meeting Minutes

Thursday, February 20, 2020  
9 a.m.

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

### Present

Doug Grider, City of Lakeport  
Kevin Ingram, City of Lakeport  
Saskia Rymer, Caltrans District 1 (by telephone)

### Absent

Joel Skeen, California Highway Patrol  
Scott DeLeon, County of Lake  
Dave Swartz, City of Clearlake (Planning Consultant)  
Dale Goodman, City of Clearlake

### Also Present

Nephele Barrett, Lake Area Planning Council  
Alexis Pedrotti, Lake Area Planning Council  
Lisa Davey-Bates, Lake Area Planning Council  
James Sookne, Lake Transit Authority (by telephone)  
Cathy McKeon, Caltrans District 1 (by telephone)

#### 1. Call to order

The meeting was called to order at 9:06 a.m.

#### 2. Approval of January 16, 2020 Lake APC TAC Minutes

*Motion by Kevin Ingram, seconded by Saskia Rymer, and carried unanimously to approve the January 20, 2020 minutes as written.*

#### 3. Discussion of 2020/21 Overall Work Program Project Requests

Alexis Pedrotti referred to the table of summary of requests for the upcoming work program and provided a brief background of where the estimated funding sources come from. Alexis reviewed the carryover funds from Fiscal Year 2019/20 and how they will affect the 2020/21 Overall Work Program (OWP). She pointed out the amounts requested by each agency and reminded committee members of the previous meeting's discussion of higher expenditures due to allowing Phil Dow to work in Speed Zone Studies as a sub-consultant under Nephele's contract. Alexis proposed keeping this plan in place rather than searching

for a new consultant who would require a higher rate. TAC members indicated that they are in favor of continuing to utilize Phil Dow for the studies.

Alexis expressed concern over the fact that the County's DPW had not claimed any funds to date in this year's OWP. Kevin asked what the functions of Lake DPW were. Lisa replied that they do special studies, with Alexis adding that it's wise to hold a large funding reserve in case a special study comes up. Various members of the committee expressed concern that the County DPW did not request new funds. Nephele observed that it's likely the DPW does not have enough staff to request funding.

Kevin explained that they want to train staff to be able to carry out the functions which Todd was in charge of. Alexis reminded the committee that there is room to adjust funds. Lisa mentioned that there will be a Pavement Management Program (PMP) update coming soon, which will depend on reserve funds. Doug expressed interest in pavement updates for the majority of Lakeport. Further pavement management discussion ensued. Doug, Nephele, Lisa and Alexis discussed methods of funding, such as RPA grants.

Doug mentioned that their traffic counters are no longer functional and asked if there is a part of the grant that will cover data collection and materials. Lake APC staff stated that it would be difficult to combine both the pavement management program update and traffic counting.

#### **4. Discussion and Recommended Approval of the Countywide Sign Inventory**

Lisa and Alexis explained the urgency of obtaining the data by the deadline of June 1, 2020. Doug reported that he is still waiting for the consultants to contact him to incorporate the data. Doug mentioned that he will be applying for an Highway Safety Improvement Program (HSIP) grant in the near future.

*Motion by Doug Grider, seconded by Kevin Ingram, and carried unanimously to recommended approval of the Countywide Sign Inventory.*

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

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

##### **i. Update on Sustainable Transportation Planning Grants**

Nephele provided an update on the Vehicle Miles Traveled Regional Baseline Study. W-Trans is working on a final draft of the report which will then be out for review. She also reported that consultants working on the VMT project will be releasing a technical memo soon. Kevin and APC staff discussed agency involvement and staffing issues that may be getting in the way of the project's progress.

##### **ii. Update on Strategic Partnerships Grant**

Nephele provided an update on the State Route 53 Corridor Local Circulation Study. The consultants are working on gathering data for the State Route 53 project. She expects a progress report in the following week. Lisa reported that there will be additional areas considered in the study.

##### **iii. Update on Unincorporated County Tax Polling**

Lisa reviewed the results of the polling, stating that support begins at 68% and pushes to

73% after some information, with 52% as a definite yes. She proceeded to go over the key findings of the survey. The survey was held both online and over the phone with over 640 participants in total.

**iv. Housing Planning and Infrastructure Grants**

Nephele gave an update of the competitive LEAP program, reporting that Lake County is eligible for \$55,000. She explained the general guidelines and predicted what could happen if Lake County received the funds, discussing the outcomes with committee members. She pointed out that the funds can be used for infrastructure, but it must have to do with housing projects to apply to the grant. Kevin said he would consult with the administrative office to see if they had any ideas as well.

**v. Miscellaneous**

Nephele asked the committee if they had any ATP grants they were interested in applying for. She reported that a call for projects will be out in late March and will be due in July. Discussion about potential ATP grant ideas ensued. Lisa asked Caltrans staff if they would be willing to implement a bike & pedestrian project along a state highway if APC were to pursue one using an ATP grant. Saskia replied that they would have to look into the matter. The committee discussed values to apply for in the coming month.

**b. Lake Transit Authority**

**i. Miscellaneous**

Doug reported that Karl Parker gave a nice presentation for Lake Links at the previous council meeting. Lisa stated that Lake Links is the new non-profit and Medi-Links and Pay-Your-Pal are a few of the programs that it is managing.

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

**i. Sustainable Transportation Planning Grant Update**

Lisa reported that she, John and James worked together in the submission of a TIRCP grant for the transit hub in Clearlake. It would fund the transit hub as well as zero-emission buses and a fueling station. It is a \$12.5 million dollar project if fully funded but was submitted as a scalable project. APC staff has been working closely with Shasta County on this grant.

**ii. Other Grant Updates**

No other grants were discussed.

**d. Caltrans**

**i. Lake County Projects Update**

Saskia Rymer-Burnett noted that the third amendment to the 2019/20 OWP is due on May 1, 2020, and that Caltrans had received the 2<sup>nd</sup> quarter status report.

Nephele commented that the Caltrans District 1 interactive map is in progress and almost completed. She also reported that Caltrans is now holding quarterly tribal meetings where they provide a mapping tool.

Cathy McKeon commented that there will be a Lake 29 ribbon cutting in June.

**ii. Other Updates**

No other updates were provided.

10. **Information Packet** – The 2020 Lake TAC Meeting Schedule was provided by email, but will be re-sent for those that may not have received it.
11. **Public input on any item under the jurisdiction of this agency, but which is not otherwise on the above agenda** - None
12. **Next Proposed Meeting** – March 19, 2020
13. **Adjourn Meeting** - Meeting adjourned at 10:28 a.m.

Respectfully Submitted,

Monica Galliani  
Lake APC Planning



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

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**TITLE:** Discussion and Potential Recommendation of Approval for the Highway 20 Northshore Communities Traffic Calming Plan      **DATE PREPARED:** 3/9/2020  
**MEETING DATE:** 3/19/2020

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

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**BACKGROUND:** The Highway 20 Northshore Communities Traffic Calming Plan began with an award from the Sustainable Transportation Planning Grant Program in 2018. The intent of the project was to evaluate the needs, priorities and feasibility of traffic calming measures along Highway 20 through four lake front communities along Clear Lake's north shore: Nice, Lucerne, Glenhaven and Clearlake Oaks. The study analyzed current conditions and formulated potential projects such as bicycle, pedestrian and transit friendly developments meant to improve the attractiveness and overall livability of the unincorporated towns. Specifically, the project will be used to prioritize transportation improvements along the Highway 20 corridor and determine the feasibility of construction based on planning level cost estimates.

Lake APC contracted with traffic consultants W-Trans to prepare the study. The subsequent year and a half was spent developing a priority list of bicycle and pedestrian facility projects through a review of current conditions in the focus areas, planning documents and extensive amounts of public outreach. A final draft of the study has now been completed which includes a list of potential improvements within each of the study areas in the four communities. In this fashion, the listed priorities will provide jurisdictions wishing to apply for competitive funding opportunities an advantage in that many of the potential project's details will have already been evaluated (e.g. planning level costs, public input, etc.). The primary funding source is likely to be the Active Transportation Program (ATP) which will begin a new cycle in the spring of 2020.

Today's presentation will provide a summary of the process as well as give examples of top priority projects evaluated in the study. The TAC will be asked to make a recommendation to the Board or to provide direction as to what, if any, revisions it would like to see made prior to a Board hearing.

The document has been attached to the electronic version of this packet, and a presentation will be prepared by the consultant and emailed under separate cover prior to the audio conference meeting.

Not all of the appendices are included for this first draft. Appendices I, J and K which include the 30% design plans, and Appendix L which includes the Cost Estimate, have been included.

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**ACTION REQUIRED:** Recommendation to the APC Board approving the Highway 20 Traffic Calming Plan

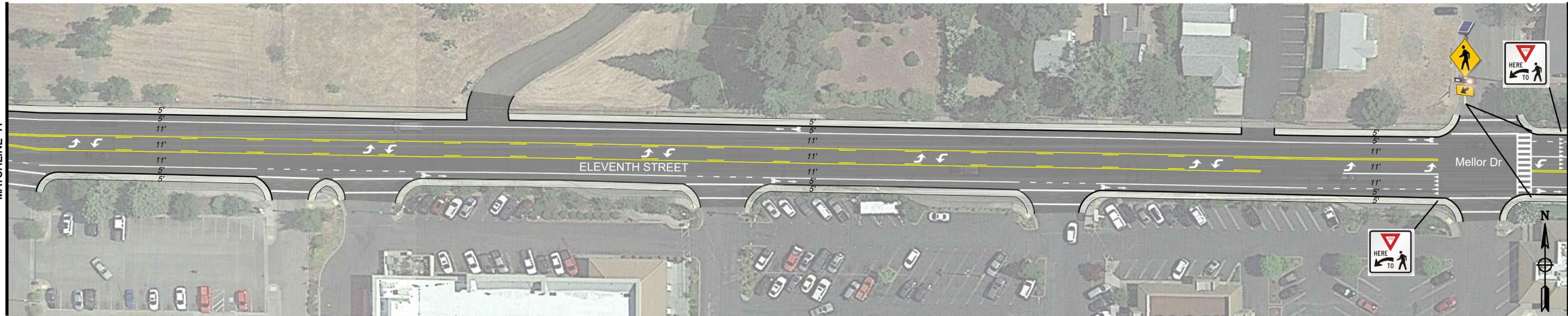
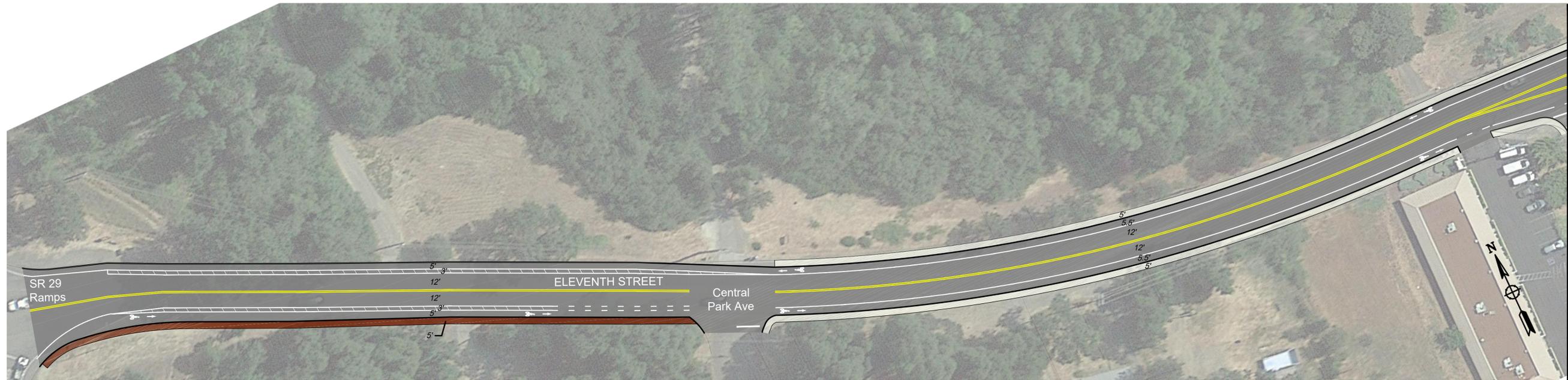
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**ALTERNATIVES:** Request revisions to the Plan and evaluate at a later meeting

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**RECOMMENDATION:** That the TAC recommend to the Lake APC Board approval of the Highway 20 Traffic Calming Plan

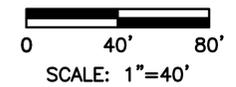
# ALTERNATIVE 4



## LEGEND

- Existing FC/EP
- 5' UTILITY EASEMENT
- Proposed FC/EP
- Back of SW/Path
- Install R1-5
- Install RRFB Assembly
- Install W11-2 & W16-7P
- Install D11-1
- Install Sharrow Marking

PRELIMINARY  
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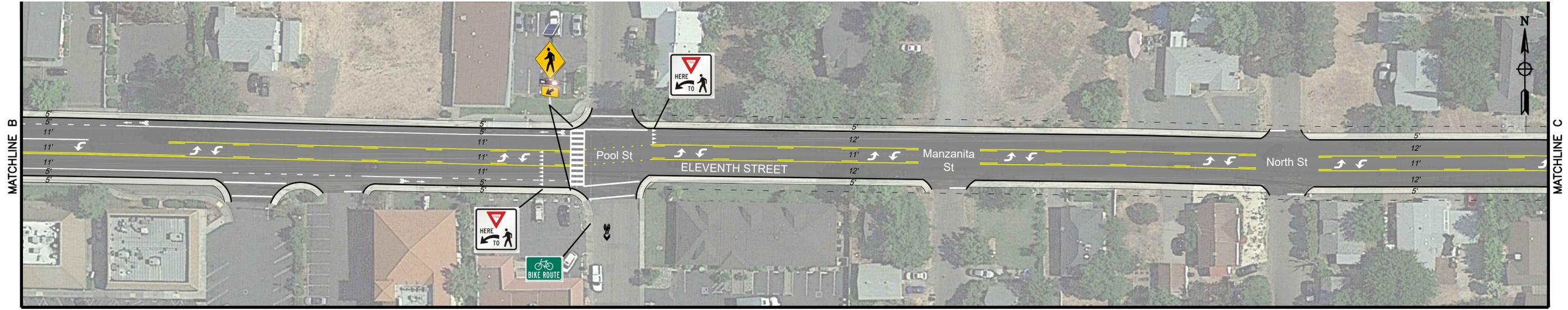
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DRAWN BY: CN  
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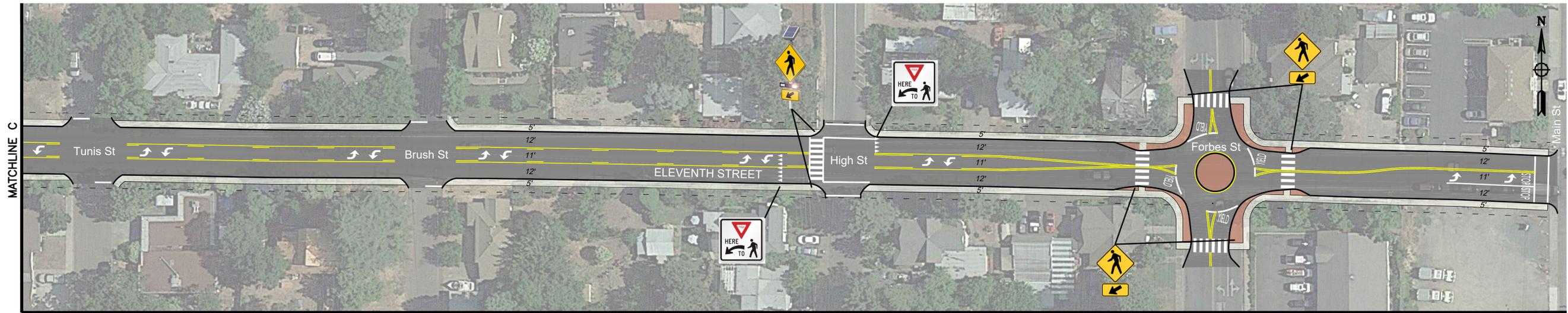
ELEVENTH STREET CORRIDOR  
MULTIMODAL FEASIBILITY PLANS  
30% Concept Plans  
City of Lakeport

**W-Trans**  
490 Mendocino Avenue, Suite 201  
Santa Rosa, CA 95401  
(707) 542-9500 Fax (707) 542-9590

# ALTERNATIVE 4



MATCHLINE D



MATCHLINE E

## LEGEND

- Existing FC/EP
- Proposed FC/EP
- Back of SW/Path

5' UTILITY EASEMENT

Install D11-1

Install Sharrow Marking

Install RRFB Assembly

Install R1-5

Install W11-2 & W16-7P

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Jan 22, 2020 - 2:06pm



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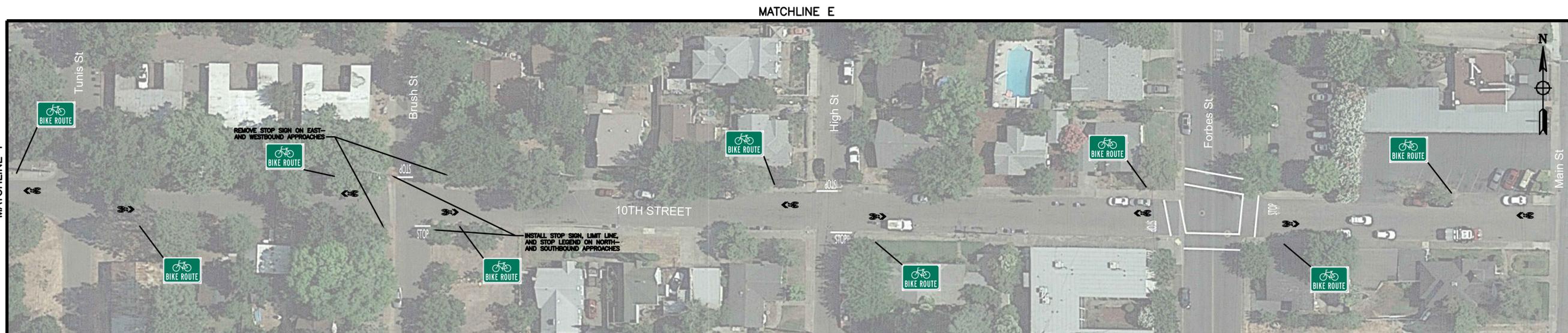
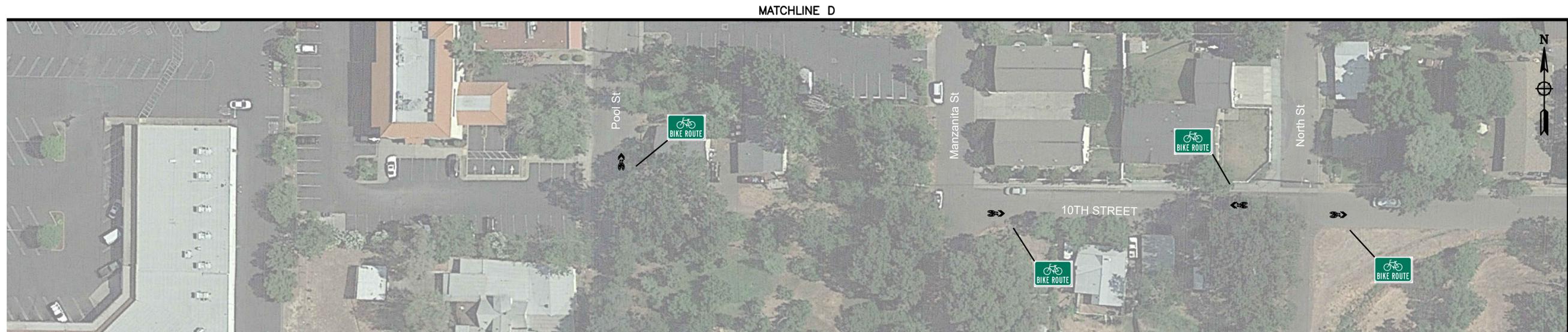


DESIGNED BY: DW  
REVIEWED BY: SW

DALENE J. WHITLOCK, R.C.E. NO. 38942

ELEVETH STREET CORRIDOR  
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City of Lakeport

# ALTERNATIVE 4



## LEGEND

- Existing FC/EP
- Proposed FC/EP
- Back of SW/Path

- Install RRFB Assembly

- 5' UTILITY EASEMENT

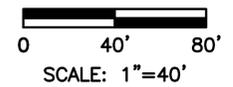
- Install R1-5

- Install W11-2 & W16-7P

- Install D11-1

- Install Sharrow Marking

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Jan 22, 2020 - 2:06pm

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 490 Mendocino Avenue, Suite 201  
 Santa Rosa, CA 95401  
 (707) 542-9500 Fax (707) 542-9590

DRAWN BY: CN  
 DESIGNED BY: DW  
 REVIEWED BY: SW  
 DATE: \_\_\_\_\_  
 DATE: \_\_\_\_\_

REGISTERED PROFESSIONAL ENGINEER  
 DALENE J. WHITLOCK  
 0038842  
 CIVIL  
 STATE OF CALIFORNIA

DALENE J. WHITLOCK, R.C.E. NO. 38842

**ELEVENTH STREET CORRIDOR  
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 30% Concept Plans  
 City of Lakeport



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

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**TITLE:** Discussion and Potential Recommendation of Approval for the Eleventh Street Corridor Plan      **DATE PREPARED:** 3/9/2020  
**MEETING DATE:** 3/19/2020

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

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**BACKGROUND:** The Eleventh Street Corridor Plan began with an award from the Sustainable Transportation Planning Grant Program in 2018. The intent of the project was to analyze transportation alternatives along the Eleventh Street corridor within the City of Lakeport. It examined costs and options related to potential street widening projects as well the feasibility of other bicycle, pedestrian or transit facility improvements within the corridor. The focus of the study was on multimodal use and improving safety for non-motorized users of the street, which is one the City's primary east-west arteries to the downtown and lakefront areas.

Lake APC contracted with traffic consultants W-Trans to prepare the study. The subsequent year and a half was spent developing a priority list of bicycle and pedestrian facility projects through a review of current conditions in the focus area, planning documents and extensive amounts of public outreach. A final draft of the study has now been completed which includes a list of potential improvements within three sections of the Eleventh Street corridor: Highway 29 to the U.S. Post Office, Post Office to Pool Street, and Pool Street to Main Street. The improvements developed as part of the project will provide the City of Lakeport an important step forward in seeking funding for implementation through the Active Transportation Program (ATP) which will begin a new cycle in the spring of 2020.

The presentation will provide a summary of the process as well as give examples of top priority projects evaluated in the study. The TAC will be asked to make a recommendation to the Board or to provide direction as to what, if any, revisions it would like to see made prior to a Board hearing.

The document has been attached to the electronic version of this packet, and a presentation will be prepared by the consultant and emailed under separate cover prior to the audio conference meeting.

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**ACTION REQUIRED:** Recommendation to the APC Board approving the Eleventh Street Corridor Plan

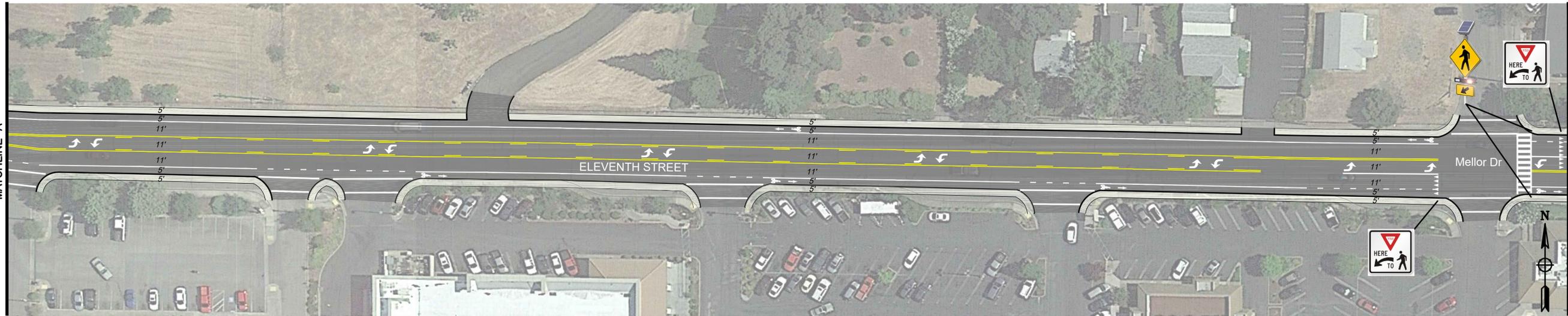
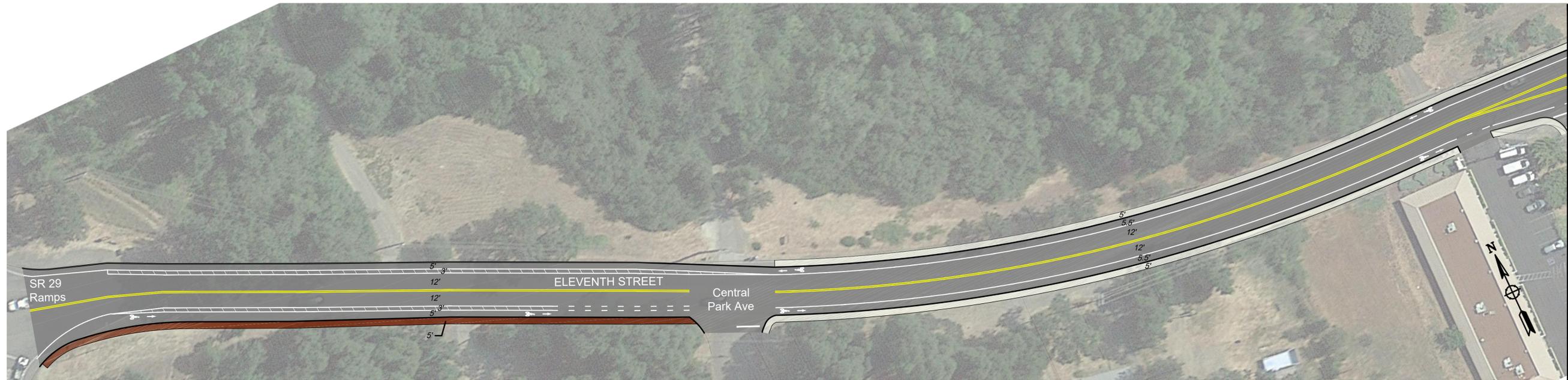
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**ALTERNATIVES:** Request revisions to the Plan and evaluate at a later meeting

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**RECOMMENDATION:** That the TAC recommend to the Lake APC Board approval of the Eleventh Street Corridor Plan

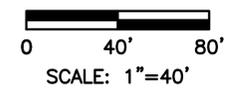
# ALTERNATIVE 2



## LEGEND

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-  RRFB Assembly
-  R1-5

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| JOB NUMBER:<br>LAK013     |
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Nov 03, 2019 - 3:11pm

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Santa Rosa, CA 95401  
(707) 542-9500 Fax (707) 542-9590

**W-Trans**

DESIGNED BY: DW  
REVIEWED BY: SW

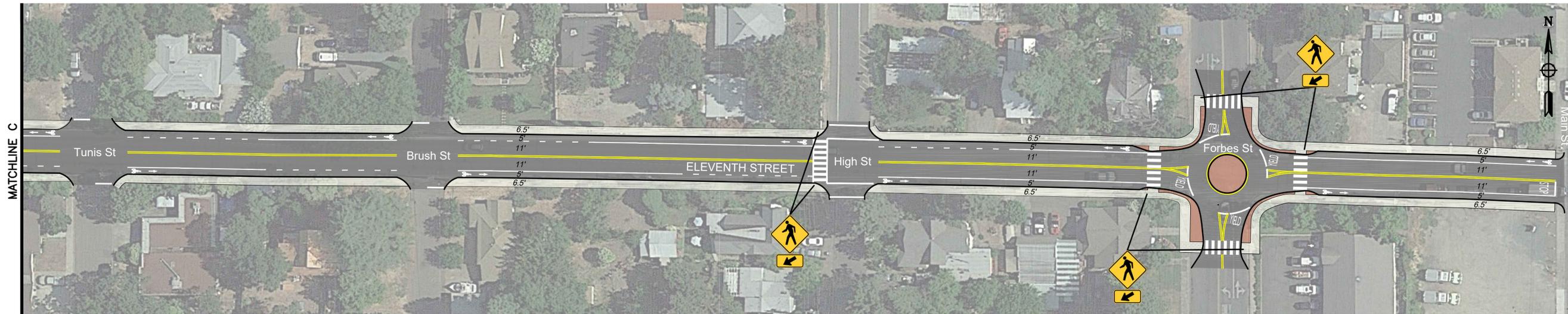
DALENE J. WHITLOCK, R.C.E. NO. 38942

PROFESSIONAL ENGINEER  
DALENE J. WHITLOCK  
0338842  
CIVIL  
STATE OF CALIF.

DRAWN BY: CN  
DATE: \_\_\_\_\_

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City of Lakeport

# ALTERNATIVE 2



## LEGEND

- Existing FC/EP
- Proposed FC/EP
- Back of SW/Path
- RRFB Assembly
- R1-5
- W11-2 & W16-7P

PRELIMINARY  
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DRAWN BY:  
CN

DESIGNED BY:  
DW

REVIEWED BY:  
SW



DALENE J. WHITLOCK, R.C.E. NO. 38942

DATE

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

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**TITLE:** Discussion and Comment on Potential Regional Early Action  
Planning Program Grant Application

**DATE PREPARED:** 03/12/20  
**MEETING DATE:** 03/19/20

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**SUBMITTED BY:** Nephele Barrett, Planning Services

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**BACKGROUND:** Over the last several months, there has been significant action at the state level to increase planning to address the statewide housing crisis. There's been recognition that greater effort is needed at the regional level to address the issue. In 2019, AB 101 (the budget trailer bill), established the Local Government Planning Support Grants Program, intended to fund planning related to housing production and implementation of the Regional Housing Needs Allocation (RHNA). Part of this program is the Regional Early Action Planning (REAP) Program, providing one-time, formula-based funding to multi-county agencies or COGs responsible for RHNA. Under this program, the APC is eligible to receive a total of \$260,968 to be used for activities that "increase housing planning and accelerate housing production." Eligible activities include providing technical assistance, performing infrastructure planning, and conducting feasibility studies. Funds may also be suballocated to cities and counties for these activities.

The REAP Program allows eligible regional agencies to apply for 25% of the available regional funds immediately. The balance is available until January 2021. Eligible expenditures must then be completed by August 2023. Although we can request up to \$65,242 immediately, we would likely request a lower amount in order to leave more available for projects.

The funding is considered "over the counter", meaning that it's not competitive. However, APC staff will need to prepare an application which outlines how the funding will be used. The application will require approval by resolution.

The APC Executive Committee discussed this item at their March 11 meeting and directed staff to prepare an application for the initial allocation to be considered by the APC Board. However, there was some concern expressed about the potential burden on APC and local agency staff time in order to utilize the funding. To address these concerns, APC staff informed the Executive Committee that we would again discuss the issue with TAC members.

At this meeting, we would like the TAC to discuss potential projects and evaluate the benefits of these potential projects weighed against any potential staff time. TAC members should keep in mind that the APC may either conduct a regional project or may suballocate funds. If APC staff conducts a project, consultants would be utilized.

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**ACTION REQUIRED:** Discuss potential projects and evaluate the benefits of these potential projects weighed against any potential demands on APC or local agency staff time.

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**ALTERNATIVES:** None identified.

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**RECOMMENDATION:** Discuss potential projects and evaluate the benefits of these potential projects weighed against any potential demands on APC or local agency staff time. TAC feedback will be shared with the APC Board at a future meeting.