



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, May 6, 2020

TIME: 9:00

PLACE: Audioconference

In accordance with the modified Brown Act Requirements established by Governor Newsom's Executive Order N-29-20, and to facilitate Social Distancing due to COVID-19, Lake Area Planning Council's Board meeting will be by audioconference only. Public comments will be available during Wednesday's meeting on any agenda item. Please send comments to our Board Secretary, Charlene Parker, at cparker@dbcteam.net and note the agenda item number being addressed. Oral comments will also be accepted by telephone during the meeting when public comment is invited by the Chair.

Dial-in number: 1 (669) 900-6833 / Meeting ID: 975 9864 6461#

****Zoom link provided to Board Members in distribution email and to public by request***

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 April 8, 2020 Minutes

REGULAR CALENDAR

5. Discussion and Recommended Approval of Resolution # 19-20-13 to Determine if Unmet Transit Needs are Reasonable to Meet (*Sookne*)
6. Presentation of 2020/21 (Draft) Lake APC Budget (*Pedrotti*)
7. Discussion of 2020/21 (Draft) Overall Work Program (*Pedrotti*)
8. Discussion and Proposed Approval of 3rd Amendment to 19/20 Lake APC Budget (*Pedrotti*)

RATIFY ACTION

9. Adjourn Policy Advisory Committee and Reconvene as Area Planning Council
10. Consideration and Adoption of Recommendations of Policy Advisory Committee

REPORTS

11. Reports & Information
 - a. Lake APC Staff Summary of Meetings – Administration and Planning Services
 - b. Lake APC Planning Staff
 - i. Sustainable Communities Transportation Planning Grant Update (*Speka*)

- a. Bus Passenger Facility Plan
- b. Highway 20 Northshore Communities Traffic Calming Plan
- c. Eleventh Street Corridor Plan
- d. Vehicle Miles Traveled (VMT) Regional Baseline Study
- ii. Strategic Partnerships Planning Grant Update (*Casey*)
 - a. SR 53 Corridor Local Circulation Plan
- iii. Miscellaneous
- c. Lake APC Administration Staff
 - i. Next Meeting Date – *June 3, 2020 (Clearlake/Teleconference?)*
 - ii. Miscellaneous
- d. Lake APC Directors
- e. Caltrans
 - i. SR 29 Project Update
 - ii. Lake County Project Status Update
 - iii. Miscellaneous
- f. Rural Counties Task Force
 - i. Next Meeting Date – *May 15 (Teleconference)*
- g. California Transportation Commission
 - i. Next Meeting Date – *May 13 (Teleconference)*
- h. California Association of Councils of Governments (CalCOG)
 - i. CDAC Meeting – *(July 28)*
 - ii. CalCOG Board of Directors Meeting – *(TBD)*
- i. Miscellaneous

ADJOURNMENT

PUBLIC EXPRESSION

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

AMERICANS WITH DISABILITIES ACT (ADA) REQUESTS

To request disability-related modifications or accommodations for accessible locations or meeting materials in alternative formats (as allowed under Section 12132 of the ADA) please contact the Lake Area Planning Council office at (707) 263-7799, at least 5 days' notice 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 agendized, 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: April 30, 2020

Attachments:

Agenda Item #4 – 4/8/20 Lake APC Draft Minutes

Agenda Item #5 – Resolution for Unmet Needs

Agenda Item #6 – Draft Budget & Staff Report

Agenda Item #7 – Draft OWP & Staff Report

Agenda Item #8 – 3rd Amendment 19/20 Budget

Agenda Item #11a – Summary of Meetings

Agenda Item #11bi – Staff Report

Agenda Item #11bii – Staff Report



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

Wednesday, April 8, 2020

Location: Audioconference (in response to “Shelter-in-Place” directive)

Present

Bruno Sabatier, Supervisor, County of Lake
Moke Simon, Supervisor, County of Lake
Russ Cremer, City Council, City of Clearlake
Russell Perdock, Council Member, City of Clearlake
Stacey Mattina, City Council Member, City of Lakeport
Chuck Leonard, Member at Large
Rex Jackman, Caltrans District 1

Absent

Kenneth Parlet, Council Member, City of Lakeport
Vacant Position, Member at Large

Also Present

Lisa Davey-Bates, Executive Director, Admin. Staff – Lake APC
James Sookne, Admin Staff – Lake APC
Alexis Pedrotti, Admin Staff – Lake APC
Charlene Parker, Admin Staff – Lake APC
Nephele Barrett, Planning Staff – Lake APC
John Speka, Planning Staff – Lake APC
Danielle Casey, Planning Staff – Lake APC
Cathy McKeon, Caltrans District 1
Miranda Everitt, Senior Researcher – FM3 Research

1. Call to Order/Roll Call

Chair Mattina called the meeting to order at 9:01 a.m. Secretary, Charlene Parker, called roll. Members present: Sabatier, Simon, Perdock, Mattina, Leonard and Jackman (PAC).

Lisa Davey-Bates thanked the Board Members for attending the meeting by audioconference and asked that they are self-muted when not speaking and identify themselves when they speak for the record.

2. Adjourn to Policy Advisory Committee

Chair Mattina adjourned to the Policy Advisory Committee (PAC) at 9:03 a.m. to include Caltrans District 1 staff and allow participation as a voting member of the Lake APC.

3. PUBLIC EXPRESSION

Lisa Davey-Bates provided brief instructions for public expression.
Chair Mattina requested Public Comments including any written comments.

No public comments were presented to the council.

CONSENT CALENDAR

4. Approval of February 12, 2020 Draft Minutes
5. Approval of Resolution #19-20-12 – Authorizing the Executive Director of the Lake County/City Area Planning Council to Prepare and Execute Agreements

Chair Mattina requested any comments regarding the Consent Calendar.
No comments were presented.

Director Perdock made a motion to approve the Consent Calendar, as presented. The motion was seconded by Director Sabatier and carried unanimously.

Roll Call Vote: Ayes (6)-Directors Sabatier, Simon, Perdock, Mattina, Leonard and Rex Jackman (PAC); Noes (0); Abstain (0); Absent (3) – Director Cremer, Parlet, and Vacant Member-at-Large

REGULAR CALENDAR

6. Public Hearing: Unmet Transit Needs for Fiscal Year 2020/21

James Sookne referenced the staff report provided in their packet and reported that both proof of public notice and a revised public notice in response to Covid-19 pandemic shelter-in-place was included with the packet. James stated that he is currently at the Lake Transit Center in Lower Lake and requested a motion that proper notice has been provided.

Director Cremer announced himself into the meeting.

Chair Mattina announced all Proof of Publication had been provided.

Director Simon made a motion to accept the provided documentation as proper proof of required publication, as presented. The motion was seconded by Director Cremer and carried unanimously.

Roll Call Vote: Ayes (7)-Directors Sabatier, Simon, Perdock, Cremer, Mattina, Leonard and Rex Jackman (PAC); Noes (0); Abstain (0); Absent (2) – Director, Parlet, and Vacant Member-at-Large

James reported that the current Unmet Needs process began at the November meeting of the SSTAC, where the 19/20 list of unmet needs was reviewed. Following the completion of the Bus Passenger Facility Plan Public Survey, the process continued at the January SSTAC meeting where a list of potential unmet transit needs was developed. James noted the only new potential unmet need was the Individualized, flexible transportation to meet the transportation need of seniors, person with disabilities, or low-income person who are unable to utilize the existing public transportation system such as on-demand (Uber or Lyft) type of service for non-medical needs.

Chair Mattina opened the Public Hearing
No public comments were presented to the council.
Chair Mattina closed the Public Hearing

Director Sabatier made a finding that the testimony includes “unmet transit needs” according to the APC’s adopted definition, and those needs are directed to the APC and LTA staff for analysis and further review by the SSTAC, as presented. The motion was seconded by Director Simon and carried unanimously.

Roll Call Vote: Ayes (7)-Directors Sabatier, Simon, Cremer, Perdock, Mattina, Leonard and Rex Jackman (PAC); Noes (0); Abstain (0); Absent (2) – Director Parlet, and Vacant Member-at-Large

7. Presentation and Recommended Acceptance of the Lake County Transportation Voter Survey

Danielle Casey introduced this item, explaining that the Transportation Voter Opinion Survey for the Unincorporated Lake County was conducted February 10th through the 18th by the consultant FM3 Research. Daniele explained that the survey questions were developed by a committee that consisted of the consultant, APC, and County Staff. Danielle was happy to report that the consultant implemented the additional transit related question that was discussed at the previous meeting. Danielle noted that due to the current Covid-19 pandemic shelter-in-place the Lake County Board of Supervisors has requested to table the presentation until a later date. Danielle introduced Miranda Everitt, Senior Researcher, FM3 Research. Marinda gave a detailed presentation of the survey data and identified that two-thirds of Lake County Voters see a need for additional funding for basic repairs and maintenance of streets and roads. Additionally, the top-ranking issues were wildfire, road conditions, transit - Americans Disabilities Act (ADA), and safety concerns. Miranda explained that the voter percentage increases from 68% to 73% when the voter was asked if they'd support the tax measure if it included funding for transportation for elderly and disabled. In conclusion, the possibility for a road repair sales tax measure for unincorporated Lake County was possible and worth pursuing additional surveying for once the shelter-in-place orders are lifted.

The group discussed how much they appreciated the consultant and the work that went into the report and hoped the uncertainty of the Covid-19 pandemic will not delay the sales tax measure too long.

Chair Mattina requested any comments regarding the Consent Transportation Voter Survey. No comments were presented.

Director Cremer made a motion to accept the Lake County Transportation Voter Survey Report and Presentation, as presented. The motion was seconded by Director Simon and carried unanimously.

Roll Call Vote: Ayes (7)-Directors Sabatier, Simon, Perdock, Cremer, Mattina, Leonard and Rex Jackman (PAC); Noes (0); Abstain (0); Absent (2) – Director, Parlet, and Vacant Member-at-Large

8. Discussion and Recommend Approval of Project Requests for Highway Improvements Program (HIP) Funds

Nephele Barrett The Highway Infrastructure Program (HIP) is a federal funding source. The funds must be used on facilities that are on the Federal Aid System, classified higher than a rural minor collector. The apportionment of \$167,746 for FY 17/18 funds must be obligated by September 30, 2021, and \$236,342 for FY 18/19 funds by September 30, 2022. The TAC discussed potential projects and ultimately recommended that the \$404,088 in HIP funding be awarded to the County of Lake's South Main & Soda Bay Road Project. This project is currently funded through a combination of STIP, federal, and local funds. Staff recently learned that there will be a third year of funding available in the amount of \$68,616, which will be discussed with the TAC at a future meeting. Once the APC Board awards the programming of the available HIP funds for the County' South Main & Soda Bay Road Project, staff will submit a request to Caltrans to have the funding programmed in the Federal State Transportation Improvement Program (FSTIP). When the FSTIP programming is complete, the County will be able to request authorization of the funding as soon as they are ready.

Director Sabatier asked for the specifics regarding what the \$404,088 HIP funds will be used for design or construction.

Nephele replied that HIP funding can be used for project development and construction. The rules for this funding are that you cannot use these funds for only project development. However, because of where the County project is currently the funds will be added to what they already have committed for construction.

Chair Mattina requested any comments regarding the Highway Improvement Program (HIP) Funds.

No comments were presented.

Director Sabatier made a motion to award the Highway infrastructure program finding totaling \$404,088 to the County of Lake for their South Main Street & Soda Bay Road Projects, as presented. The motion was seconded by Director Simon and carried unanimously.

Roll Call Vote: Ayes (7)-Directors Sabatier, Simon, Perdock, Cremer, Mattina, Leonard and Rex Jackman (PAC); Noes (0); Abstain (0); Absent (2) – Director, Parlet, and Vacant Member-at-Large

9. Report from the Executive Committee Meeting

- a. Recommended Approval of Contract Extension between Lake APC and Davey-Bates Consulting for Administrative and Fiscal Services and Service Authority for Freeway Emergencies SAFE Services for the period of October 1, 2020 through September 30, 2021**
- b. Recommended Approval of Contract Extension between Lake APC and Dow & Associates for Planning Services and Service Authority for Freeway Emergencies (SAFE) for the period of October 1, 2020 through September 30, 2021.**

Director Simon was the designated Executive Committee Representative to report the outcome and recommendation of the Executive Committee. Director Simon reported the Executive Committee (Directors Mattina, Simon and Perdock) unanimously agreed to continue with the five – one-year contract extensions as we move forward. The Executive Committee commended DBC and Dow & Associates for doing a great job.

Lisa Davey-Bates referenced that staff report summarizing the progress that was included for Board review, along with the Executive Committee Meeting Minutes. The Executive Committee met with staff in March to review options, and after the discussion, agreed to recommend extending the existing Lake APC contracts with Davey-Bates Consulting and Dow & Associates.

Nephele Barrett added that the extension agreements and the cost proposals are included in the packet and thanked the Executive Committee for their support.

Chair Mattina requested any comments regarding the Contract Extensions.
No comments were presented.

Director Cremer made a motion to approve the Contract Extension for Lake APC for Administrative and Fiscal Services, Planning Services and Service Authority for Freeway Emergencies SAFE Services for the period of October 1, 2020 through September 30, 2021; with anticipation of continuation for the next five years, as presented. The motion was seconded by Director Perdock and carried unanimously.

Roll Call Vote: Ayes (7)-Directors Sabatier, Simon, Perdock, Cremer, Mattina, Leonard and Rex Jackman (PAC); Noes (0); Abstain (0); Absent (2) – Director, Parlet, and Vacant Member-at-Large

RATIFY ACTION

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

Chair Mattina adjourned the Policy Advisory Committee at 9.59 a.m. and reconvened as the APC.

11. Consideration and Adoption of Recommendations of Policy Advisory Committee

Director Sabatier made a motion to adopt the recommendations of the Policy Advisory Committee and reconvene as the APC. The motion was seconded by Director Cremer and carried unanimously.

Roll Call Vote: Ayes (6)-Directors Sabatier, Simon, Perdock, Cremer, Mattina and Leonard; Noes (0); Abstain (0); Absent (2) – Director, Parlet, and Vacant Member-at-Large

REPORTS

Lisa Davey-Bates announced that staff has provide written reports for agenda items #12. a. through 12.h.i. and will answer any questions at this time.

12. Reports & Information

a. Lake APC Staff Summary of Meetings

b. Lake APC Planning Staff

i. Sustainable Communities Transportation Planning Grant Update

Bus Passenger Facilities Plan

Highway 20 Northshore Communities Traffic Calming Plan

Eleventh Street Corridor Study

Vehicle Miles Traveled (VMT) Regional Baseline Study

ii. Strategic Partnerships Planning Grant Update

Director Sabatier asked for a verbal updated on State Route 53 Corridor Project

Director Sabatier reminded staff that at the last meeting he requested the projected schedule for the overgrown vegetation on Highway 53. Rex replied that there was some miscommunication and stated that he would track down the schedule and email it to him directly.

Director Cremer reminded staff that he requested Mike Dean a representative from Lower Lake be included in the committee for the State Route 53 Corridor Project and thanked staff for including Kugelman Street and Jessie Street in the study.

Danielle replied that she will add Mike Dean to the committee and asked Director Cremer to send her his contact information and stated that the committee meetings have been delayed due to the shelter-in-place order.

Director Cremer said he would send her Mike Dean's contact information and thanked her.

State Route 53 Corridor Project – Danielle Casey provided an update on the grant project. Lake APC Staff has applied for the encroachment permit that will allow traffic counters. Lake APC staff has not received word if the regularly scheduled turn-around time for an application will be increased due to the state shelter-in-place order. Danielle stated that after

concern was expressed by the Board, Danielle contacted the consultant and asked them to include Jessie Street and Kugelman Street intersections in the study. Danielle noted that with the shelter-in-place order the original timeline will need to be revised.

Director Sabatier questions if the study will include the frontage road to the landlock properties from Olympic to Ogulin Canyon Road, so we could have access to those properties. Danielle replied that the current study will include the immediate surrounding including the frontage roads landlock properties.

iii. Miscellaneous

Alexis Pedrotti announced that as discussed at the prior Board Meeting staff would hold a Service Authority Freeway Emergencies (SAFE) meeting after the shelter-in-place is lifted.

c. Lake APC Administration Staff

- i. Lake APC Operations During the Covid-19 Emergency
- ii. Coronavirus Aid, Relief and Economic Security (CARES) Act
- iii. Next Meeting Date – **May 6, 2020**

Lisa stated that the next APC Board Meeting will be a teleconference

ii. Miscellaneous –

Lisa Davey-Bates announced that staff has not heard anything regarding the Transit and Intercity Rail Capital Program (TIRCP) grant award announcements.

d. Lake APC Directors:

There were no items discussed.

e. Caltrans

i. SR 29 Project Update:

Rex announced that Caltrans staff applied for the Federal Grant Trade Corridor funding for Lake 29 Segment 2A and 2B. Staff was pleasantly surprised to hear that the project was currently still in the running for that funding.

ii. Lake County Project Status:

Rex Jackman reported that the project status interactive map is ready. It provides information on past, current, and future construction projects as well as planning projects in the area. Rex stated that he would provide a live demonstration of the program after the shelter-in-place is lifted.

Lisa asked Rex if the SR 29 is still on schedule to begin construction the first week in June.

Rex replied as far as he knows the project is on schedule

iii. Miscellaneous

f. Rural Counties Task Force

- i. Next Meeting Date – **May 15, 2020 (Teleconference)**

g. California Transportation Commission

- i. Next Meeting Date – **May 13 – 14 (Teleconference)**

h. California Association of Councils of Governments (CalCOG)

- i. Regional Leadership Forum – **April 5 – 7 (Cancelled)**
- ii. CalCOG Board of Directors Meeting – April 6 (Teleconference)

i. Miscellaneous

INFORMATION PACKET

- 13. a) 3/11/20 (Draft) Executive Committee Minutes
- b) 3/19/20 Lake TAC Minutes

c) Transportation Acronyms/Definitions

ADJOURNMENT

The meeting was adjourned by Chair Mattina at 10:26 a.m.

Respectfully Submitted,

DRAFT

Charlene Parker
Administrative Associate



LAKE COUNTY/CITY AREA PLANNING COUNCIL

STAFF REPORT

TITLE: 2020/21 Unmet Transit Needs Finding

DATE PREPARED: April 27, 2020

MEETING DATE: May 6, 2020

SUBMITTED BY: James Sookne, Program Manager

BACKGROUND:

Lake APC has been conducting formal Unmet Transit Needs processes since 2014. The purpose is to identify priority transit needs for transit dependent or transit disadvantaged populations within Lake County. It assists the APC and LTA in determining how to best use the limited transit funding available to the region.

The 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 considered useful as a means of identifying potential transit needs in the region as well as analyzing opportunities for Lake Transit Authority (LTA) to meet those needs if feasible. The Unmet Transit Needs Process also meets TDA requirements calling for annual public input opportunities for transit dependent or transit disadvantaged persons within the jurisdiction represented by the Social Services Transportation Advisory Council (SSTAC).

The current Unmet Needs Process began at the November meeting of the SSTAC, where the 19/20 list of unmet needs was reviewed. The SSTAC decided to seek more input from the community so the process was continued in January, where a list of potential unmet transit needs was developed. In April of this year, a public hearing was held by the APC at which a finding was made that the list contained needs that met the definition of Unmet Transit Needs and referred the list to the APC and LTA staff for further analysis.

LTA staff has now completed the analysis and has provided a response for each (see attached). The attachment contains all the needs that were identified along with a response and recommendation addressing them. As noted in the analysis, all available TDA dollars are already expended and responding to new potential needs is difficult. In most cases, it will mean that LTA and/or the APC must either find a new funding source, such as a federal or state grant, or weigh the importance of the unmet need against cutting an existing service.

At their meeting on April 14, the SSTAC discussed the list of potentially unmet transit needs and their responses. A recommendation was made to the APC that findings can be made that there are unmet transit needs, some of which are reasonable to meet according to the adopted definition. The APC shall now consider the recommendation and make findings, via resolution, as to whether or not any of the needs are reasonable to meet. A draft resolution has been prepared and is attached to this report.

ACTION REQUIRED: Adopt by resolution a finding that either (a) there are no unmet transit needs, (b) there are no unmet needs that are reasonable to meet, or (c) there are unmet transit needs, including needs that are reasonable to meet.

ALTERNATIVES: None identified.

RECOMMENDATION: As indicated on the attachment, staff believes that most of the needs on the list qualify as unmet needs, with at least one believed to be reasonable to meet at this time. It is recommended that the attached Resolution be approved, finding that there are identified unmet transit needs that are reasonable to meet, and listing findings specific to each need.

LAKE COUNTY/CITY AREA PLANNING COUNCIL

RESOLUTION 19-20-13

DETERMINATION OF UNMET TRANSIT NEEDS

THE AREA PLANNING COUNCIL HEREBY FINDS, DECLARES AND RESOLVES THAT:

WHEREAS, the Lake County/City Area Planning Council (APC) is the designated Regional Transportation Planning Agency for Lake County; and

WHEREAS, the Transportation Development Act (TDA) requires that before any Local Transportation Funds (LTF) are allocated for streets and roads purposes, the transportation planning agency shall conduct a process to determine if there are any unmet transit needs that are reasonable to meet; and

WHEREAS, the APC does not typically allocate LTF for streets and roads purposes, but has determined that the Unmet Transit Needs Process will still be conducted as it provides an opportunity to formalize the process of identifying potential transit needs and opportunities to meet those needs if feasible, meets the citizen participation requirements of the TDA, and is identified as a responsibility of the Social Services Transportation Advisory Council (SSTAC); and

WHEREAS, the APC has adopted definitions for the terms "unmet transit needs" and "reasonable to meet" to be used in the Unmet Transit Needs Process; and

WHEREAS, a list of potential unmet transit needs was developed by the Social Services Transportation Advisory Council; and

WHEREAS, that list of potential unmet transit needs was considered by the APC at a public hearing on April 8, 2020, at which time the APC made a finding that the list included unmet transit needs, according to the adopted definition; and

WHEREAS, that list has been analyzed by APC and LTA staff and recommendations have been made to the SSTAC; and

WHEREAS, the SSTAC has recommended to the APC that the list contains unmet transit needs, including one that has been determined to be reasonable to meet at this time; and

WHEREAS, the attached list includes the needs and findings specific to each need as recommended by the SSTAC and staff; and

NOW, THEREFORE, BE IT RESOLVED THAT:

The Lake Area Planning Council hereby makes the finding that there are unmet transit needs, including needs that are reasonable to meet. The basis for this finding has been included in an analysis attached to this Resolution.

Adoption of this Resolution was moved by Director _____, seconded by Director _____, and carried on this 6th day of May 2020, by the following roll call vote:

AYES:
NOES:
ABSENT:

WHEREUPON, THE CHAIRMAN DECLARED THE RESOLUTION ADOPTED, AND SO ORDERED.

ATTEST: Lisa Davey-Bates
Executive Director

Stacey Mattina
Chairperson



Lake Transit Authority

Lisa Davey-Bates, Executive Director

Administration
367 North State Street, Ste. 204
Ukiah, CA 95482
(707) 263-7868

Operations
P.O. Box 698
Lower Lake, CA 95457
(707) 994-3384

April 8, 2020

Lisa Davey-Bates
Executive Director
Lake Area Planning Council
367 N. State Street, Suite 204
Ukiah, CA 95482

Lake Transit Authority Response to Potential Unmet Transit Needs & Recommended Findings for the APC FY 2020/21

Dear SSTAC Members, Technical Advisory Committee Members, and APC:

Thank you for the opportunity to respond to the list of FY 2020/21 Potential Unmet Needs. Lake Transit Authority (LTA) takes these very seriously. It is unfortunate that all available TDA dollars are already expended making our response to new potential needs difficult. In most cases, responding to an unmet need will mean that LTA and/ or the APC must either find a new funding source, such as a federal or state grant, or weigh the importance of the unmet against cutting an existing service.

1. Eastbound service to Spring Valley. Currently, there is no service east of SR 53.

Response: Transit service for residents of Spring Valley is an unmet need. The Live Oak Transportation Project, an FTA Section 5317 funded program that was sponsored by the Area Agency on Aging and operated by Live Oak Senior Center, attempted to serve Spring Valley residents while that project was active for several years beginning in 2009. According to Pat Grabam, the transportation project manager, there was very little demand for service. The Spring Valley community is composed of about 360 rural residential households scattered along an approximate six mile stretch of New Long Valley Road. The population is about 845 and the population density is 169 people per square mile. The distance to the start of New Long Valley Road at State Route 20 is about 11 miles from Clearlake Oaks, or 18 miles from Clearlake. The distance to Spring Valley, combined with its low density, and the lack of demand for service in a recent transportation project, make it very unlikely that another transportation service attempt would be successful. LTA recommends that a service directed to serving residents along the length of New Long Valley Road is not reasonable to meet based on past performance, low population density, and low demand.

Recommended Finding: At this time, service to Spring Valley is an unmet need that is unreasonable to meet; however, it should be studied in the next Transit Development Plan for Lake County.

2. Eastbound service, allowing people to connect with service to the Sacramento area. Currently, the closest connection is at the Cache Creek Casino.

Response: Intercity bus service connecting to Sacramento is an unmet need that may be reasonable to meet. Lake Transit Authority was included in a coordinated joint Transit and Intercity Rail Capital Program (TIRCP) grant application submitted by the Shasta Regional Transportation Agency (SRTA) that would provide capital funding for a zero-emission bus project for Phase II of the North State Express. Announcement of TIRCP awards was anticipated to be on April 1st, however it has been delayed due to the COVID-19 pandemic. If SRTA's current TIRCP grant for the Lake Feeder Route is unsuccessful, there will not be an opportunity to fund service to Sacramento in 2020/21; and it is unknown if there will be an opportunity in subsequent years. Therefore, this unmet need is not reasonable to meet.

Recommended Finding: The unmet need for service connecting to the Sacramento region is unreasonable to meet at this time due to a lack of 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.

Response: Over the past three years, the APC found that this is an unmet need that is not reasonable to meet at this time due to limited demand. Nevertheless, LTA and Lake Links, as the former and current CTSA respectively, have taken steps that may improve services to outlying areas. LTA, as the CTSA, was successful in obtaining FTA 5310 grant funding to provide for a full-time mobility coordinator and assistant to develop the LTA/Lake Links mobility management program. Program activities include support for clinic operated wheelchair lift equipped vehicles, further development of the volunteer driver program, and development of NEMT wheelchair lift equipped services. These efforts are meeting more of the need, but still fall short of a dedicated program to provide wheelchair lift equipped service that will meet widely dispersed trips in outlying areas. Lake Links has also been exploring a potential relationship with Partnership Health and their NEMT broker, MTM, to provide Med-Cal funded, wheelchair equipped NEMT service. LTA and Lake Links continue to work with the health and social services community to define the need and potential funding agreements for service.

Recommended Finding: There are unmet transit needs for wheelchair lift equipped NEMT services in outlying areas beyond one mile from fixed routes. The demand is very limited and widely dispersed making it unreasonable to meet at this time.

4. Non-Emergency Medical Transportation to out of county locations. This is needed for both adults and children. There is a particular need for transport to Santa Rosa and San Francisco.

Response: LTA has been awarded an FTA 5310 grant for \$225,139 to provide Out-of-County NEMT services and senior center transportation programs for three years. The grant application addressed NEMT needs for trips to Ukiah and Santa Rosa. There is potential to modify the program to include trips to San Francisco, or to work together with Bay Area transportation providers to transfer passengers to SF at Santa Rosa. In partnership with Lake Links, Medi-Links was created in 2019 to provide NEMT services to out-of-county locations. To date, the program currently takes clients to Santa Rosa; however, as the program expands, additional destinations will be included. LTA was successful in obtaining an additional 5310 grant late last year that will allow Medi-Links to continue to grow into the future.

Recommended Finding: NEMT service to out-of-county locations is reasonable to meet and was implemented in 2019. Initially, the service provides trips to Santa Rosa. As the program expands, trips will be available to additional destinations.

5. Fixed route service on Sundays. Another frequently noted need subject to funding availability.

Response: There is a need for service on Sundays throughout Lake County, but the level of demand for service is not well documented. Based on transit industry statistical evidence, transit service attracts fewer riders on Saturday than weekdays, and even fewer on Sunday than on Saturday. LTA Saturday ridership supports the industry evidence as there are 35 to 40 percent fewer Lake Transit riders on Saturdays than on weekdays. Sundays would likely generate even fewer riders. Meanwhile, there would be added expense to staff dispatch, supervision, and maintenance duties as well as for the actual vehicle operations. Implementing Sunday service could only be done at this time by reducing service on other days of the week. Because of added support staff expenditures, the reductions would likely eliminate more hours of existing service than the number of Sunday hours added.

Recommended Finding: There is an unmet need for transit service on Sundays. The need is not reasonable to meet at this time due to the likelihood that a service revision required to accommodate Sunday service would have negative impacts on services on other days that would outweigh the benefits achieved on Sundays. This unmet need and potential alternative service plans should be studied in the next Transit Development Plan for Lake County.

6. Expanded transit service and Mobility Training to accommodate job placement for developmentally disabled. New enhanced requirements for competitive integrated job placement will be implemented soon necessitating transportation to and from jobs, potentially outside of normal transit operating hours. It is likely that demand response service would be needed to fit this potential need.

Response: To the extent that the need is within Lake Transit operating hours, this need will be accommodated by Lake Transit routes or paratransit services provided that the origin and destination are within one mile of fixed routes. If the need is outside of normal operating hours, Lake Transit is not required to provide service under the ADA. It is unknown at this time if there is an unmet need. If there is an unmet need, the Redwood Coast Regional Center is responsible to fund transportation needs of developmentally disabled persons. Existing service providers, including LTA are available to extend service programs if funding is available.

Recommended Finding: Expanded transit service and mobility training to accommodate job placement for developmentally disabled persons in Lake County is not an unmet need at this time.

7. NEMT after normal business hours. Instances in which a need for non-emergency transport arises outside of normal service hours.

Response: During LTA business hours, many NEMT needs are met by LTA transit and paratransit services. When LTA is closed, the only resources are typically taxi and emergency medical transportation provided by fire districts. Utilizing EMT services for NEMT needs is costly and problematic. One idea to address this situation is to extend LTA paratransit hours, or provide an alternative NEMT service through Lake Links, and work with the fire districts to dispatch the most appropriate and cost-effective service. The extent of the need for afterhours NEMT is not well documented, and the feasibility of providing afterhours NEMT is therefore unknown.

Recommended Finding: NEMT after Lake Transit operating hours is an unmet need. At this time, it is unknown if it is reasonable to meet. This requires additional study by LTA, Lake Links, and/or the APC.

8. Individualized, flexible transportation to meet the transportation needs of seniors, persons with disabilities, or low-income persons who are unable to utilize the existing public transportation system.

Response: Although most of the focus as of late has been on non-emergency medical transport (NEMT) services, there is also a need for other “on-demand” types of services for non-medical trips. A previous survey for the Pay-Your-Pal (PYP) program revealed that 90% of the respondents were in favor of this type of service. Without additional funding dedicated to this “on-demand” service, implementation of this service at this time could only be done by reducing existing fixed-route service. It would be beneficial to study this further in the next Transit Development Plan to determine the extent of the demand. If the demand is high enough, LTA and/or Lake Links could then pursue additional funding to implement the service.

Recommended Finding: At this time, implementation of an “on-demand” type service to meet the transportation needs of seniors, persons with disabilities, or low-income persons who are unable to utilize the existing public transportation system is an unmet need that is unreasonable to meet; however, it should be studied in the next Transit Development Plan for Lake County.

Again, thank you for the opportunity to respond to unmet needs testimony. The partnership between LTA and the Area Planning Council to identify unmet needs, and plan appropriate responses has continued to provide many useful and important transportation improvements.

Sincerely,

A handwritten signature in blue ink, appearing to read "James Sookne".

James Sookne
Program Manager

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



LAKE COUNTY/CITY AREA PLANNING COUNCIL STAFF REPORT

TITLE: Draft 2020/21 Lake APC Budget

DATE PREPARED: April 29, 2020

MEETING DATE: May 6, 2020

SUBMITTED BY: Alexis Pedrotti, Project Manager

BACKGROUND:

Attached to this staff report you will find the draft 2020/2021 Lake APC Budget. Due to the current economic situation, staff has developed a conservative draft budget for review. This draft provides you the opportunity to see projected revenues and expenditures for the upcoming Fiscal Year. The draft budget typically includes estimated carryover, but final amounts will be included in the first amendment of the budget will be amended to reflect the actual carryover early on in the new fiscal year.

I would like to point out a few items of interest:

- 1.) As in the past, staff reviewed revenues received to-date compared to the same months of the previous fiscal year to develop the LTF Estimate for the upcoming fiscal year's budget. Based on the initial assessment, revenues were estimated to increase by approximately 6.65%. Typically, staff adjusts the projected change to the LTF Estimate for the following budget year. Even though the current LTF estimate is slightly higher based on our standard formula, staff recommends using last year's estimate of \$1,561,560 given the economic uncertainty in the upcoming year due to the COVID-19 crisis.
- 2.) With a shortfall of funding projected to impact our agencies, staff will continue to carefully monitor the budgetary situation for potential impacts. Fortunately, the Federal Government has provided financial support to help Lake Transit Authority through this financial crisis. You might note, the additional allocation of Federal Funding, FY 2020/21 CARES (Coronavirus Aid, Relief, and Economic Security Act). These funds are 100% reimbursable, with no local match, and are particularly flexible to help with projects for preventing, preparing for, and responding to the COVID-19 epidemic. California's allocation of these funds under the Federal Transit Administration (FTA) Section 5311 Formula Grants for Rural Areas Program is \$94,976,667. Approximately 30% of the CARES Act funding was allocated in the 2019/20 APC Budget in the amount of \$410,298. The remainder of the funding is slated to be allocated to Lake Transit this fiscal year. The Lake APC is required to identify these funds in their approved budget, as pass through funding for the Transit Agency.
- 3.) Davey-Bates Consulting (DBC), has been providing Fiscal and Administration Services to the APC, LTA and SAFE since October 1, 2014. The current one-year contract extension is set to expire September 30, 2020. After the Executive Committee met on March 11, 2020, a recommendation was made to the full Lake APC Board to approve the second amendment. The APC took formal action to approve second one-year extension at their Board meeting on April 8, 2020 to continue professional services with DBC through September 30, 2021. The contract extension includes an increase to accommodate the CPI increase of 2.98% plus an 11.5% increase to insurance benefits per the contract extension with DBC.

As noted, this is the Draft Budget that is being presented for discussion, but no action is needed. The Final Budget will be brought back in June for adoption. I would be happy to answer any questions regarding the draft budget at the Board Meeting on May 6, 2020.

ACTION REQUIRED: None. This is an informational item only.

ALTERNATIVES: None

RECOMMENDATION: Information only, no action is required.



LAKE COUNTY/CITY AREA PLANNING COUNCIL
FY 2020/21
DRAFT - BUDGET SUMMARY

REVENUES	Budget				Actual				Year-to-Date Total	COMMENTS:
	Adopted:			Actual	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.		
LOCAL:										
<u>Local Transportation Funds (LTF)</u>										
Local Transportation Funds (LTF) Estimated-2020/21	\$ 1,561,560	\$ -	\$ -	\$ -	\$ 1,561,560					2020/21 LTF Estimates are slightly higher but no increase due to economic instability.
LTF Prior-Year Unallocated LTF Revenue	TBD	\$ -	\$ -	\$ -	-					
LTF Carry-Over from 2019/20 Work Program	\$ 8,000	\$ -	\$ -	\$ -	\$ 8,000					2019/20 actual carryover amounts will be reflected in the 1st Amendment
LTF Carry-Over from 2019/20 LTA Allocation	TBD	\$ -	\$ -	\$ -	-					No carryover expected for 2019/20.
LTF Carry-over -2% Bike & Ped - 2019/20 Allocation	\$ 175,126	\$ -	\$ -	\$ -	\$ 175,126					Lakeport Balance = \$15,000 + County Balance = \$51,181 + Available Balance = \$108,944.55
LTF Carry-over - Administration - 2019/20 Allocation	TBD	\$ -	\$ -	\$ -	-					
LTF Carry-over -5% CTSA- 2019/20 Allocation	TBD	\$ -	\$ -	\$ -	-					
LTF Carry-Over - Exec Directors Reserve 2019/20	TBD	\$ -	\$ -	\$ -	-					Reserve Account Balance = \$368,854. \$300,000 loan to be re-paid from LTA.
LTF Carry-Over - OWP Planning Reserve Account	TBD	\$ -	\$ -	\$ -	-					
Total Local Transportation Funds:	\$ 1,744,686	\$ -	\$ -	\$ -	\$ 1,744,686					
Total Local Revenues:	\$ 1,744,686	\$ -	\$ -	\$ -	\$ 1,744,686					
STATE:										
<u>Planning Programming & Monitoring (PPM) Funds</u>										
Planning Programming & Monitoring (PPM) Funds-2020/21	\$ 46,000	\$ -	\$ -	\$ -	\$ 46,000					
PPM Carry-Over Funds from 2019/20 Work Program	\$ -	\$ -	\$ -	\$ -	\$ -					2019/20 actual carryover amounts will be reflected in the 1st Amendment
Total PPM Funds:	\$ 46,000	\$ -	\$ -	\$ -	\$ 46,000					
<u>Rural Planning Assistance Funds (RPA)</u>										
Rural Planning Assistance (RPA) Funds programmed in 2020/21	\$ 294,000	\$ -	\$ -	\$ -	\$ 294,000					2020/21 Allocation
RPA Carryover Funds from 2019/20 OWP	\$ -	\$ -	\$ -	\$ -	\$ -					2019/20 actual carryover amounts will be reflected in the 1st Amendment
Total RPA Funds:	\$ 294,000	\$ -	\$ -	\$ -	\$ 294,000					
<u>State Transit Assistance (STA) Funds</u>										
STA Allocation to Lake Transit Authority 2020/21	\$ 597,584	\$ -	\$ -	\$ -	\$ 597,584					2020/21 STA Alloc. - Allocation based on preliminary estimate. 1/2020
STA Carry-Over to Lake Transit Authority 2019/20	\$ -	\$ -	\$ -	\$ -	\$ -					2019/20 actual carryover amounts will be reflected in the 1st Amendment
Total STA Funds:	\$ 597,584	\$ -	\$ -	\$ -	\$ 597,584					
<u>State of Good Repair (SGR) Program Funds</u>										
State of Good Repair Program Allocation 2020/21	\$ 95,601	\$ -	\$ -	\$ -	\$ 95,601					2020/21 SGR Alloc. - Allocation based on estimate - Jan 2020
State of Good Repair Program Carryover 2019/20	\$ -	\$ -	\$ -	\$ -	\$ -					2019/20 actual carryover amounts will be reflected in the 1st Amendment
Total SGR Funds:	\$ 95,601	\$ -	\$ -	\$ -	\$ 95,601					
<u>State Highway Account - Sustainable Communities Grant</u>										
Eleventh Street Corridor Study (WE 609) - FY 2019/20 Carryover	TBD	\$ -	\$ -	\$ -	\$ -					2019/20 estimated carryover amounts will be reflected in the Final
Hwy 20 NS Traffic Calming Plan & EFS (WE 615) -FY19/20 Carryover	TBD	\$ -	\$ -	\$ -	\$ -					2019/20 estimated carryover amounts will be reflected in the Final
SR 53 Corridor Local Circulation Study (WE 617)-FY 2019/20	TBD	\$ -	\$ -	\$ -	\$ -					2019/20 estimated carryover amounts will be reflected in the Final
Total SHA Funds:	\$ -	\$ -	\$ -	\$ -	\$ -					
Total State Revenues:	\$ 1,033,185	\$ -	\$ -	\$ -	\$ 1,033,185					
FEDERAL:										
<u>Regional Surface Transportation Program (RSTP)</u>										
RSTP Local Agency Distribution (2020/21):	\$ 687,991	\$ -	\$ -	\$ -	\$ 687,991					Passes through to cities/County
RSTP Carryover (2019/20):	TBD	\$ -	\$ -	\$ -	\$ -					Apportionment for FY 2019/20. Allocation will be received in 2020/21
Total RSTP Funds for Distribution:	\$ 687,991	\$ -	\$ -	\$ -	\$ 687,991					2019/20 estimated carryover amounts will be reflected in the Final
<u>FHWA - SPR Strategic Partnership Grant</u>										
VMT Regional Baseline Study (WE 620) - Carryover FY 2019/20	TBD	\$ -	\$ -	\$ -	\$ -					2019/20 estimated carryover amounts will be reflected in the Final
Total FHWA Funds:	\$ -	\$ -	\$ -	\$ -	\$ -					
<u>5311 Federal Funds - FFY 2020</u>	\$ 391,469	\$ -	\$ -	\$ -	\$ 391,469					FFY 2020-Regional Apportionment to LTA
<u>5311 CARES Allocation - FY 2020/21</u>	\$ 957,362	\$ -	\$ -	\$ -	\$ 957,362					Total alloc = approx. \$1,367,660. 30% received in FY 2019/20.
Total Federal Revenues:	\$ 2,036,822	\$ -	\$ -	\$ -	\$ 2,036,822					
GRAND TOTAL REVENUES	\$ 4,814,693	\$ -	\$ -	\$ -	\$ 4,814,693					

ALLOCATIONS **COMMENTS:**

	Budget					Actual				Year-to-Date Total	
	Adopted:	Adjustment	Adjustment	Adjustment	Estimated	Actual	1st Qtr.	2nd Qtr.	3rd Qtr.		4th Qtr.
LOCAL:											
Local Transportation Funds (LTF)											
Administration Breakdown:											
DBC Contract Extension (July 1, 2020 to June 30, 2021)	\$ 526,938	\$ -	\$ -	\$ -	\$ -	526,938					APC & LTA Admin Contract Extension Approved 4/8/20.
Board Member Reimbursement for Meetings	\$ 4,000	\$ -	\$ -	\$ -	\$ -	4,000					\$50 per diem reimbursement to board members for meeting attendance.
Training/Travel Expenses (uncontracted)	\$ 5,500	\$ -	\$ -	\$ -	\$ -	5,500					Covers expenses for training/travel not included in contract or work program.
Lake County Auditor/Controller	\$ 6,000	\$ -	\$ -	\$ -	\$ -	6,000					Accounting services by the County of Lake Auditor's Office
Fiscal Audit	\$ 9,500	\$ -	\$ -	\$ -	\$ -	9,500					Annual requirement of TDA to audit LTF funds
Performance Audit	\$ -	\$ -	\$ -	\$ -	\$ -	-					
Membership Dues - CalCOG, NARC, NSSR	\$ 8,000	\$ -	\$ -	\$ -	\$ -	8,000					Facilitates communication between COGs, local officials, state/federal agencies & public
Contingency	\$ 6,000	\$ -	\$ -	\$ -	\$ -	6,000					Unexpected costs beyond typical annual LTF expenses
Total 2020/21 Administration Allocations	\$ 565,938	\$ -	\$ -	\$ -	\$ -	565,938					
LTF Carry-Over - Administration - 2019/20 Allocation	TBD	\$ -	\$ -	\$ -	\$ -	-					
Bicycle and Pedestrian Reserve Fund	\$ 19,912	\$ -	\$ -	\$ -	\$ -	19,912					2% LTF Allocation for Bike and Pedestrian Purposes
LTF Carry-over -2% Bike & Ped - 2019/20 Allocation	\$ 175,126	\$ -	\$ -	\$ -	\$ -	175,126					Lakeport Balance = \$15,000 + County Balance = \$51,181 + Available Balance = \$108,944.55
LTF 2020/21 Work Program Allocation	\$ 50,000	\$ -	\$ -	\$ -	\$ -	50,000					New OWP Planning Amount for FY 2020/21.
LTF Carry-Over from 2019/20 Work Program	\$ 8,000	\$ -	\$ -	\$ -	\$ -	8,000					2019/20 actual carryover amount, likely to increase after the 1st Amendment.
LTF (Article 4.5) 5% Allocation to CTSA - 2020/21	\$ 49,781	\$ -	\$ -	\$ -	\$ -	49,781					These funds will be allocated to Lake Links, CTSA for Lake County.
LTF Carry-over -5% CTSA- 2019/20 Allocation	TBD	\$ -	\$ -	\$ -	\$ -	-					
LTF Allocation to Lake Transit Authority 2020/21	\$ 875,928	\$ -	\$ -	\$ -	\$ -	875,928					\$300k of this allocation has been allocated to LTA, as approved by LTA Board.
LTF Carry-Over from 2019/20 LTA Allocation	TBD	\$ -	\$ -	\$ -	\$ -	-					No expected carryover from FY 2019/20.
LTF Reserve Accounts											
LTF Carry-Over - Exec Directors Reserve 2019/20	TBD	\$ -	\$ -	\$ -	\$ -	-					Executive Directors Reserve Account Balance
LTF Carry-Over - OWP Planning Reserve Account	TBD	\$ -	\$ -	\$ -	\$ -	-					
Total LTF Allocations:	\$ 1,744,686	\$ -	\$ -	\$ -	\$ -	1,744,686					
Total Local Allocations:	\$ 1,744,686	\$ -	\$ -	\$ -	\$ -	1,744,686					
STATE:											
Planning Programming & Monitoring (PPM) Funds											
Planning Programming & Monitoring (PPM) Funds	\$ 46,000	\$ -	\$ -	\$ -	\$ -	46,000					2020/21 PPM Allocation Amount
PPM Carry-Over from 2019/20 Work Program	\$ -	\$ -	\$ -	\$ -	\$ -	-					2019/20 actual carryover amounts will be reflected in the 1st Amendment
Total PPM Allocations:	\$ 46,000	\$ -	\$ -	\$ -	\$ -	46,000					
Rural Planning Assistance Funds (RPA)											
Rural Planning Assistance (RPA) Funds programmed in 2020/21	\$ 294,000	\$ -	\$ -	\$ -	\$ -	294,000					
RPA Carryover Funds from 2019/20 OWP	\$ -	\$ -	\$ -	\$ -	\$ -	-					2019/20 actual carryover amounts will be reflected in the 1st Amendment
Total RPA Funds:	\$ 294,000	\$ -	\$ -	\$ -	\$ -	294,000					
State Transit Assistance (STA) Funds											
STA Allocation to Lake Transit Authority 2020/21	\$ 597,584	\$ -	\$ -	\$ -	\$ -	597,584					2020/21 STA Alloc. - Allocation based on preliminary estimate. 1/2020
STA Carry-Over to Lake Transit Authority	TBD	\$ -	\$ -	\$ -	\$ -	-					2019/20 actual carryover amounts will be reflected in the 1st Amendment
Total STA Funds:	\$ 597,584	\$ -	\$ -	\$ -	\$ -	597,584					
State of Good Repair (SGR) Program Funds											
State of Good Repair Program Allocation 2020/21	\$ 95,601	\$ -	\$ -	\$ -	\$ -	95,601					2020/21 SGR Alloc. - Allocation based on estimate - Jan 2020.
State of Good Repair Program Carryover	TBD	\$ -	\$ -	\$ -	\$ -	-					2019/20 actual carryover amounts will be reflected in the 1st Amendment
Total SGR Funds:	\$ 95,601	\$ -	\$ -	\$ -	\$ -	95,601					
State Highway Account - Sustainable Communities Grant											
Eleventh Street Corridor Study (WE 609) - FY 2019/20 Carryover	TBD	\$ -	\$ -	\$ -	\$ -	-					2019/20 estimated carryover amounts will be reflected in the Final
Hwy 20 NS Traffic Calming Plan & EFS (WE 615) -FY19/20 Carryover	TBD	\$ -	\$ -	\$ -	\$ -	-					2019/20 estimated carryover amounts will be reflected in the Final
SR 53 Corridor Local Circulation Study (WE 617)-FY 2019/20	TBD	\$ -	\$ -	\$ -	\$ -	-					2019/20 estimated carryover amounts will be reflected in the Final
Total SHA Funds:	\$ -	\$ -	\$ -	\$ -	\$ -	-					
Total State Allocations:	\$ 1,033,185	\$ -	\$ -	\$ -	\$ -	1,033,185					
FEDERAL:											
Regional Surface Transportation Program (RSTP)											
RSTP Local Agency Distribution (2020/21):	\$ 687,991	\$ -	\$ -	\$ -	\$ -	687,991					Passes through to cities/County
Lakeport (8%)	\$ 74,629	\$ -	\$ -	\$ -	\$ -	74,629					Apportionment for FY 2019/20 has not been released. Allocation will be received in 2020/21
Clearlake (22%)	\$ 205,230	\$ -	\$ -	\$ -	\$ -	205,230					
Lake County (70%)	\$ 408,132	\$ -	\$ -	\$ -	\$ -	408,132					County's separate RSTP 182.6(d2) apportionment-\$244,873 included in formula
RSTP Carryover (2019/20):	\$ -	\$ -	\$ -	\$ -	\$ -	-					2019/20 actual carryover amounts will be reflected in the 1st Amendment
Total RSTP Funds for Distribution:	\$ 687,991	\$ -	\$ -	\$ -	\$ -	687,991					
FHWA - SPR Strategic Partnership Grant											
VMT Regional Baseline Study (WE 620) - NEW	TBD	\$ -	\$ -	\$ -	\$ -	-					Caltrans Award letter dated May 2019.

Total FHWA Funds:	\$	-	\$	-	\$	-	\$	-	\$	-						
<u>5311 Federal Funds - FFY 2020</u>	\$	391,469	\$	-	\$	-	\$	-	\$	-	391,469					
<u>5311 CARES Allocation - FY 2020/21</u>	\$	957,362	\$	-	\$	-	\$	-	\$	-	957,362					
Total Federal Allocations:	\$	2,036,822	\$	-	\$	-	\$	-	\$	-	2,036,822					
GRAND TOTAL ALLOCATIONS	\$	4,814,693	\$	-	\$	-	\$	-	\$	-	4,814,693					

FFY 2020-Regional Apportionment to LTA
Total alloc = approx. \$1,367,660. 30% received in FY 2019/20.

Updated: 4/28/20 AJP/LDB



LAKE COUNTY/CITY AREA PLANNING COUNCIL

STAFF REPORT

TITLE: Draft 2020/21 Overall Work Program (OWP)

DATE PREPARED: April 29, 2020

MEETING DATE: May 6, 2020

SUBMITTED BY: Alexis Pedrotti, Project Manager

BACKGROUND:

Each January Lake APC staff solicits local agencies, and others for potential planning projects to be included in the upcoming Overall Work Program (OWP). Last year the Lake Area Planning Council's (APC) Overall Work Program included \$1,086,795 in transportation-planning projects. Rural Planning Assistance (RPA) funds, Planning Programming & Monitoring (PPM) funds, Local Transportation Funds (LTF) State and Federal Grant funds were the combined sources of funding. The range of funding is consistent and typically averages in the neighborhood of \$400,000 annually. This figure fluctuates slightly depending on the State Transportation Improvement Program's (STIP) fund estimate from which PPM are derived, the need for Local Transportation Funds for administration, transit and 2% of the bike and pedestrian allocation, and the allocation of RPA by the State.

Planning, Programming and Monitoring (PPM) Funds are slightly up from last year's allocation of \$40,000 to a mere \$46,000 in Fiscal Year 2020/21. The RPA allocation is steady at \$294,000 for FY 2020/21. Those funding sources (PPM & RPA) are not adjustable, therefore approximately \$50,000 of LTF funding will be needed to fund planning projects proposed in the upcoming OWP.

Caltrans District 1 Planning Staff and several departments from Caltrans Headquarters received the Draft OWP in March, and District 1 staff submitted their comments back to the Lake APC in April 2020. Caltrans has some minor comments that will be incorporated into the final document.

On February 20, 2020, the Technical Advisory Committee (TAC) met and reviewed the draft OWP proposed projects that were included and submitted to Caltrans for Fiscal Year 2020/21. In past years, typically the requests for funding are more than the available amount. This year, however that was not the case. There was \$34,190 of local funding still available after all the requests were met. These funds were set aside in the reserve element to accommodate a local match requirement or need in the upcoming fiscal year.

APC action is not needed on the draft document which I have attached for your review. Lake APC will be required to take action on the Final Work Program which will be adopted in June. The final OWP will be presented to the TAC in May for one final review prior to being presented to the Lake APC Board for discussion and proposed approval.

ACTION REQUIRED: None. This is an informational item only.

ALTERNATIVES: None

RECOMMENDATION: Information only, no action is required.



LAKE COUNTY/CITY AREA PLANNING COUNCIL

FY 2019/20

3RD AMENDED - BUDGET SUMMARY

Lake APC Meeting: 5/6/20

Agenda Item: #8

REVENUES	Budget					Actual				Year-to-Date Total	COMMENTS:	
	Adopted:	Amended: 8/7/19	Amended: 10/2/19	Amended: 5/6/20	Actual	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr			
LOCAL:												
Local Transportation Funds (LTF)												
Local Transportation Funds (LTF) Estimated-2019/20	\$ 1,561,560	\$ -	\$ -	\$ -	\$ 1,561,560	\$414,212	\$443,891	\$ 451,094	\$ 98,532	\$1,407,728.61	Estimated 2019/20 Revenues based on a 5.763% increase	
LTF Prior-Year Unallocated LTF Revenue	\$ -	\$ -	\$ -	\$ -	\$ -							
LTF Carry-Over from 2018/19 Work Program	\$ 37,393	\$ 18,584	\$ -	\$ -	\$ 55,977						2018/19 actual carryover amount.	
LTF Carry-Over from 2018/19 LTA Allocation	\$ -	\$ -	\$ -	\$ -	\$ -						No carryover amount available for 2018/19.	
LTF Carry-over -2% Bike & Ped - 2018/19 Allocation	\$ -	\$ -	\$ 154,626	\$ -	\$ 154,626						Lakeport Balance = \$15,000 + County Balance = \$51,181 + Available Balance = \$88,444.55	
LTF Carry-over - Administration - 2018/19 Allocation	\$ -	\$ -	\$ 31,854	\$ -	\$ 31,854							
LTF Carry-over -5% CTSA- 2018/19 Allocation	\$ -	\$ -	\$ 134,490	\$ -	\$ 134,490						These funds will be allocated to Lake Links as the re-designated CTSA.	
LTF Carry-Over - Exec Directors Reserve 2018/19	\$ -	\$ -	\$ 668,854	\$ (300,000)	\$ 368,854						\$300k Allocated to LTA (Advance for FY 20/21 LTF Alloc. due to Cash Flow Issues)	
LTF Carry-Over - OWP Planning Reserve Account	\$ -	\$ -	\$ 12,250	\$ -	\$ 12,250							
Total Local Transportation Funds:	\$ 1,598,953	\$ 18,584	\$ 1,002,074	\$ (300,000)	\$ 2,319,611							
Total Local Revenues:	\$ 1,598,953	\$ 18,584	\$ 1,002,074	\$ (300,000)	\$ 2,319,611							
STATE:												
Planning Programming & Monitoring (PPM) Funds												
Planning Programming & Monitoring (PPM) Funds-2019/20	\$ 40,000	\$ -	\$ -	\$ -	\$ 40,000							
PPM Carry-Over Funds from 2018/19 Work Program	\$ -	\$ 18,418	\$ -	\$ -	\$ 18,418						2018/19 actual carryover amount.	
Total PPM Funds:	\$ 40,000	\$ 18,418	\$ -	\$ -	\$ 58,418							
Rural Planning Assistance Funds (RPA)												
Rural Planning Assistance (RPA) Funds programmed in 2019/20	\$ 294,000	\$ -	\$ -	\$ -	\$ 294,000						2018/19 Allocation	
RPA Carryover Funds from 2018/19 OWP	\$ -	\$ 57,237	\$ -	\$ -	\$ 57,237						2018/19 actual carryover amount.	
Total RPA Funds:	\$ 294,000	\$ 57,237	\$ -	\$ -	\$ 351,237							
State Transit Assistance (STA) Funds												
STA Allocation to Lake Transit Authority	\$ 670,644	\$ -	\$ -	\$ (69,377)	\$ 601,267						2019/20 STA Alloc. - Allocation based on November 2019 Revision.	
STA Carry-Over to Lake Transit Authority 2018/19	\$ -	\$ -	\$ 40	\$ 21	\$ 61						2018/19 actual carryover amount + additional Interest.	
Total STA Funds:	\$ 670,644	\$ -	\$ 40	\$ (69,356)	\$ 601,328							
State of Good Repair (SGR) Program Funds												
State of Good Repair Program Allocation 2019/20	\$ 93,430	\$ -	\$ -	\$ (523)	\$ 92,907						2019/20 SGR Alloc. -Allocation based on November 2019 Revision.	
State of Good Repair Program Carryover	\$ -	\$ -	\$ 105,340	\$ 708	\$ 106,048						2018/19 actual carryover amount + additional Interest.	
Total SGR Funds:	\$ 93,430	\$ -	\$ 105,340	\$ 185	\$ 198,955							
State Highway Account - Sustainable Communities Grant												
Eleventh Street Corridor Study (WE 609) - FY 2018/19 Carryover	\$ 97,383	\$ 2,887	\$ -	\$ -	\$ 100,270						2018/19 estimated carryover amounts will be refiled in the Final	
Hwy 20 NS Traffic Calming Plan & EFS (WE 615) -FY18/19 Carry	\$ 95,612	\$ (2,215)	\$ -	\$ -	\$ 93,397						2018/19 estimated carryover amounts will be refiled in the Final	
SR 53 Corridor Local Circulation Study (WE 617)	\$ 139,000	\$ -	\$ -	\$ -	\$ 139,000						Caltrans Award letter dated May 2019.	
Total SHA Funds:	\$ 331,995	\$ 672	\$ -	\$ -	\$ 332,667							
Total State Revenues:	\$ 1,430,069	\$ 76,327	\$ 105,380	\$ (69,171)	\$ 1,542,605							
FEDERAL:												
Regional Surface Transportation Program (RSTP)												
RSTP Local Agency Distribution (2019/20):	\$ 656,399	\$ -	\$ -	\$ -	\$ 656,399						Passes through to cities/County	
RSTP Carryover (2018/19):	\$ -	\$ -	\$ 276,251	\$ 3,332	\$ 279,583						Apportionment for FY 2018/19. Allocation will be received in 2019/20	
Total RSTP Funds for Distribution:	\$ 656,399	\$ -	\$ 276,251	\$ 3,332	\$ 935,982						2018/19 carryover amount + additional Interest deposit.	
FTA Section 5304 - Sustainable Communities												
LTA Bus Passenger Facilities Plan (WE 618) FY 2018/19 Carryov	\$ 47,806	\$ (19,207)	\$ -	\$ -	\$ 28,599						2018/19 actual carryover amount.	
L.C Ped Facility Needs Inventory & EFS (WE 619) FY 2018/19 Ca	\$ 47,806	\$ 341	\$ -	\$ -	\$ 48,147						2018/19 actual carryover amount.	
VMT Regional Baseline Study (WE 620) - NEW	\$ 112,433	\$ -	\$ -	\$ -	\$ 112,433						Caltrans Award letter dated May 2019.	
Total FTA 5304 Funds:	\$ 208,045	\$ (18,866)	\$ -	\$ -	\$ 189,179							
5311 Federal Funds - FFY 2019	\$ -	\$ -	\$ 370,443	\$ -	\$ 370,443						FFY 2019-Regional Apportionment to LTA	
5311 CARES Allocation - FY 2019/20	\$ -	\$ -	\$ -	\$ 410,298	\$ 410,298						LTA's total alloc = \$1,367,660. Remaining 70% of Alloc will be received in FY 2020/21.	
Total Federal Revenues:	\$ 864,444	\$ (18,866)	\$ 646,694	\$ 413,630	\$ 1,125,161							
GRAND TOTAL REVENUES	\$ 3,893,466	\$ 76,045	\$ 1,754,148	\$ 44,459	\$ 4,987,377							

ALLOCATIONS	Budget					Actual				COMMENTS:

	Adopted:	Adjustment	Adjustment	Adjustment	Estimated	Actual	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Year-to-Date Total
LOCAL:											
Local Transportation Funds (LTF)											
Administration Breakdown:											
DBC Contract (July 1, 2019 to Sept 30, 2019)	\$ 121,943	\$ -	\$ -	\$ -	\$ -	\$ 121,943					July 1, 2019 to September 30, 2019 based on current DBC contract.
DBC Contract Extention (Oct 1, 2019 to Sept 30, 2020)	\$ 381,428	\$ -	\$ -	\$ -	\$ -	\$ 381,428					Contract Ext October 1, 2019 to September 30, 2020 = \$508,570 (Oct to June = \$381,427.56) *Includes LTA Administration
Board Member Reimbursement for Meetings	\$ 4,000	\$ -	\$ -	\$ -	\$ -	\$ 4,000					\$50 per diem reimbursement to board members for meeting attendance
Training/Travel Expenses (uncontracted)	\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ 2,500					Covers expenses for training/travel not included in contract or work program.
Lake County Auditor/Controller	\$ 6,000	\$ -	\$ -	\$ -	\$ -	\$ 6,000					Accounting services by the County of Lake Auditor's Office
Fiscal Audit	\$ 9,700	\$ -	\$ -	\$ -	\$ -	\$ 9,700					Annual requirement of TDA to audit LTF funds
Performance Audit	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
Membership Dues -CalCOG, NARC, NSSR	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000					Facilitates communication between COGs, local officials, state/federal agencies & public
Contingency	\$ 6,000	\$ -	\$ -	\$ -	\$ -	\$ 6,000					Unexpected costs beyond typical annual LTF expenses
Total 2019/20 Administration Allocations	\$ 536,571	\$ -	\$ -	\$ -	\$ -	\$ 536,571					
LTF Carry-Over - Administration - 2018/19 Allocation	\$ -	\$ -	\$ 31,854	\$ -	\$ -	\$ 31,854					Actual Admin. Reserve Carryover for 2018/19.
Bicycle and Pedestrian Reserve Fund	\$ 20,500	\$ -	\$ -	\$ -	\$ -	\$ 20,500					2% LTF Allocation for Bike and Pedestrian Purposes
LTF Carry-over -2% Bike & Ped - 2018/19 Allocation	\$ -	\$ -	\$ 154,626	\$ -	\$ -	\$ 154,626					Lakeport Balance = \$15,000 + County Balance = \$51,181 + Available Balance = \$88,444.55
LTF 2019/20 Work Program Allocation	\$ 99,317	\$ -	\$ -	\$ -	\$ -	\$ 99,317					
LTF Carry-Over from 2018/19 Work Program	\$ 37,393	\$ 18,584	\$ -	\$ -	\$ -	\$ 55,977					2018/19 actual carryover amount.
LTF (Article 4.5) 5% Allocation to CTSA - 2019/20	\$ 51,249	\$ -	\$ -	\$ -	\$ -	\$ 51,249					
LTF Carry-over -5% CTSA- 2018/19 Allocation	\$ -	\$ -	\$ 134,490	\$ -	\$ -	\$ 134,490					These funds will be allocated to Lake Links as the re-designated CTSA.
LTF Allocation to Lake Transit Authority 2019/20	\$ 853,923	\$ -	\$ -	\$ -	\$ -	\$ 853,923					
LTF Carry-Over from 2018/19 LTA Allocation	TBD	\$ -	\$ -	\$ -	\$ -	\$ -					Carryover amount to be determined
LTF Reserve Accounts											
LTF Carry-Over - Exec Directors Reserve 2018/19	\$ -	\$ -	\$ 668,854	\$ (300,000)	\$ -	\$ 368,854					\$300k Allocated to LTA (Advance for FY 20/21 LTF Alloc. due to Cash Flow Issues)
LTF Carry-Over - OWP Planning Reserve Account	\$ -	\$ -	\$ 12,250	\$ -	\$ -	\$ 12,250					
Total LTF Allocations:	\$ 1,598,953	\$ 18,584	\$ 1,002,074	\$ (300,000)	\$ -	\$ 2,319,611					
Total Local Allocations:	\$ 1,598,953	\$ 18,584	\$ 1,002,074	\$ (300,000)	\$ -	\$ 2,319,611					
STATE:											
Planning Programming & Monitoring (PPM) Funds											
Planning Programming & Monitoring (PPM) Funds	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000					2018/19 PPM Allocation Amount
PPM Carry-Over from 2018/19 Work Program	\$ -	\$ 18,418	\$ -	\$ -	\$ -	\$ 18,418					2018/19 actual carryover amount.
Total PPM Allocations:	\$ 40,000	\$ 18,418	\$ -	\$ -	\$ -	\$ 58,418					
Rural Planning Assistance Funds (RPA)											
Rural Planning Assistance (RPA) Funds programmed in 2019/20	\$ 294,000	\$ -	\$ -	\$ -	\$ -	\$ 294,000					
RPA Carryover Funds from 2018/19 OWP	\$ -	\$ 57,237	\$ -	\$ -	\$ -	\$ 57,237					2018/19 actual carryover amount.
Total RPA Funds:	\$ 294,000	\$ 57,237	\$ -	\$ -	\$ -	\$ 351,237					
State Transit Assistance (STA) Funds											
STA Allocation to Lake Transit Authority	\$ 670,644	\$ -	\$ -	\$ (69,377)	\$ -	\$ 601,267					2019/20 STA Alloc. - Allocation based on preliminary estimate. 1/2019
STA Carry-Over to Lake Transit Authority 2018/19	\$ -	\$ -	\$ 40	\$ 21	\$ -	\$ 61					2018/19 actual carryover amount + additional Interest.
Total STA Funds:	\$ 670,644	\$ -	\$ 40	\$ (69,356)	\$ -	\$ 601,328					
State of Good Repair (SGR) Program Funds											
State of Good Repair Program Allocation 2019/20	\$ 93,430	\$ -	\$ -	\$ (523)	\$ -	\$ 92,907					2019/20 SGR Alloc. - Allocation based on estimate - Jan 2019.
State of Good Repair Program Carryover	\$ -	\$ -	\$ 105,340	\$ 708	\$ -	\$ 106,048					2018/19 actual carryover amount + additional Interest.
Total SGR Funds:	\$ 93,430	\$ -	\$ 105,340	\$ 185	\$ -	\$ 198,955					
State Highway Account - Sustainable Communities Grant											
Eleventh Street Corridor Study (WE 609) - FY 2018/19 Carryover	\$ 97,383	\$ 2,887	\$ -	\$ -	\$ -	\$ 100,270					2018/19 estimated carryover amount. Actual Carryover will be adjusted in the 1st Amendment.
Hwy 20 NS Traffic Calming Plan & EFS (WE 615) -FY18/19 Carry	\$ 95,612	\$ (2,215)	\$ -	\$ -	\$ -	\$ 93,397					2018/19 estimated carryover amount. Actual Carryover will be adjusted in the 1st Amendment.
SR 53 Corridor Local Circulation Study (WE 617) - NEW	\$ 139,000	\$ -	\$ -	\$ -	\$ -	\$ 139,000					Caltrans Award letter dated May 2019.
Total SHA Funds:	\$ 331,995	\$ 672	\$ -	\$ -	\$ -	\$ 332,667					
Total State Allocations:	\$ 1,430,069	\$ 76,327	\$ 105,380	\$ (69,171)	\$ -	\$ 1,542,605					
FEDERAL:											
Regional Surface Transportation Program (RSTP)											
RSTP Local Agency Distribution (2019/20):	\$ 656,399	\$ -	\$ -	\$ -	\$ -	\$ 656,399					2019/20 Actuals
Lakeport (8%)	\$ 72,102	\$ -	\$ -	\$ -	\$ -	\$ 72,102					Passes through to cities/County
Clearlake (22%)	\$ 198,280	\$ -	\$ -	\$ -	\$ -	\$ 198,280					Distributed based on population.
Lake County (70%)	\$ 386,017	\$ -	\$ -	\$ -	\$ -	\$ 386,017					County's separate RSTP 182.6(d2) apportionment-\$244,873 included in formula
RSTP Carryover (2018/19):	\$ -	\$ -	\$ 276,251	\$ 3,332	\$ -	\$ 279,583					2018/19 carryover amount + additional Interest deposit.
Total RSTP Funds for Distribution:	\$ 656,399	\$ -	\$ 276,251	\$ 3,332	\$ -	\$ 935,982					
FTA Section 5304 - Sustainable Communities											
LTA Bus Passenger Facilities Plan (WE 618) FY 2018/19 Carryov	\$ 47,806	\$ (19,207)	\$ -	\$ -	\$ -	\$ 28,599					2018/19 estimated carryover amounts will be refelcted in the Final
L.C Ped Facility Needs Inventory & EFS (WE 619) FY 2018/19 Ca	\$ 47,806	\$ 341	\$ -	\$ -	\$ -	\$ 48,147					2018/19 estimated carryover amounts will be refelcted in the Final
VMT Regional Baseline Study (WE 620) - NEW	\$ 112,433	\$ -	\$ -	\$ -	\$ -	\$ 112,433					Caltrans Award letter dated May 2019.

Total FTA 5304 Funds: \$ 208,045 \$ (18,866) \$ - \$ - \$ 189,179

5311 Federal Funds - FFY 2019

\$ - \$ - \$ 370,443 \$ -

5311 CARES Allocation - FY 2019/20

\$ - \$ - \$ - \$ 410,298 \$ 410,298

Total Federal Allocations:

\$ 864,444 \$ (18,866) \$ 646,694 \$ 413,630 \$ 1,125,161

GRAND TOTAL ALLOCATIONS

\$ 3,893,466 \$ 76,045 \$ 1,754,148 \$ 44,459 \$ 4,987,377

FFY 2019-Regional Apportionment to LTA

LTA's total alloc = \$1,367,660. Remaining 70% of Alloc will be received in FY 2020/21.

Updated: 4/29/20 AJP



LAKE COUNTY/CITY AREA PLANNING COUNCIL STAFF REPORT

TITLE: Meetings Attended by APC Staff

DATE PREPARED: April 27, 2020

MEETING DATE: May 6, 2020

SUBMITTED BY: Lisa Davey-Bates, Executive Director

BACKGROUND:

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

1. Lake APC Meeting 4/8/20
Lakeport
(Davey-Bates, Barrett, Pedrotti, Sookne, Speka, Casey, Parker)
2. CTC/Timely use of Funds Interim Policy Workshop 4/8/20
Webinar
(Casey)
3. CTC/Competitive Program Schedule Revisions Training 4/8/20
Webinar
(Barrett, Casey)
4. Town Hall / Senator McGuire 4/8/20
Teleconference
(Barrett, Casey)
5. Countywide Sign Inventory Project Meeting 4/8/20
Teleconference
(Davey-Bates, Pedrotti, Speka,)
6. Local Streets & Roads Program Schedule Revisions 4/9/20
Webinar
(Casey)
7. CTC/RTPA Meeting 4/14/20
Teleconference
(Davey-Bates, Barrett)
8. APC – Planning Coordination Meeting 4/14/20
Teleconference/Zoom
(All)
9. CalCOG – Virtual Meetings Remote Access 4/16/20
Webinar
(Davey-Bates)
10. Vehicle Miles Traveled (VMT) Regional Baseline Study TAG 4/20/20
Teleconference
(Speka)

11. Hwy 20 Norhtshore Traffic Calming Plan Project Meeting
Teleconference
(Speka) 4/20/20
12. FHWA / Virtual Public Input Workshop
Teleconference
(Barrett, Speka) 4/21/20
13. Lakeport City Council Meeting
Teleconference
(Davey-Bates, Speka,) 4/21/20
14. APC – Planning Coordination Meeting
Ukiah
(All) 4/21/20
15. Integrated Climate Adaptation & Resiliency Program (ICARP) TAG
Teleconference
(Speka) 4/22/20
16. CARES Act Allocation Meeting
Webinar
(Davey-Bates, Sookne, Speka, Casey) 4/22/20
17. Caltrans Annual Grant Program
Webinar
(Speka, Casey) 4/23/20
18. REMI / Planning Transportation During COVID-19
Webinar
(Davey-Bates, Speka, Casey) 4/23/20
19. SAFE Meeting w/ Verizon & CASE
(Pedrotti, Barrett) 4/23/20
20. Integrated Climate Adaptation & Resiliency Program (ICARP) TAG
Teleconference
(Speka) 4/22/20
21. Active Transportation Program Grant Prep
Teleconference
(Davey-Bates, Barrett, Speka) 4/27/20
22. CDAC Meeting
Teleconference
(Davey-Bates, Barrett) 4/28/20

- | | |
|--|---------|
| 23. APC – Planning Coordination Meeting
Teleconference/Zoom
(All) | 4/28/20 |
| 24. California Transportation Commission (CTC)
Webinar
(Davey-Bates, Barrett, Casey) | 4/28/20 |
| 25. Hwy 20 Norhtshore Traffic Calming Plan Project w/Caltrans
Teleconference
(Davey-Bates, Speka) | 4/29/20 |
| 26. Active Transportation Program Grant Prep w/Clearlake
Teleconference
(Davey-Bates, Sookne, Speka) | 4/30/20 |

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

ACTION REQUIRED: None.

ALTERNATIVES: None identified.

RECOMMENDATION: None. This is for your information only.



LAKE COUNTY/CITY AREA PLANNING COUNCIL

STAFF REPORT

TITLE: Status of Sustainable Transportation Planning Grants

DATE PREPARED: April 29, 2020

MEETING DATE: May 6, 2020

SUBMITTED BY: John Speka, Senior Transportation Planner

BACKGROUND: The following is a summary of four planning projects funded by the Sustainable Transportation Planning Grant program currently administered by planning staff:

Lake Transit Authority Bus Passenger Facility Plan – The Plan was adopted by the Lake APC Board in December 2019, determining bus stop improvement needs that could help with the overall performance of LTA services such as new or replacement signs, shelters, benches or Americans with Disabilities (ADA) amenities. It includes an inventory of current LTA facilities with a list of short- and long-term priorities to be implemented as funding allows. The final phase of the project involves a signed Memorandum of Agreement (MOA) between LTA and the local member jurisdictions to implement and/or maintain improvements identified within the Plan. A draft MOA was approved by the APC last month, and has since been sent to individual public works directors for review prior to approval by the County Board and city councils.

Hwy 20 Northshore Communities Traffic Calming Plan - The project evaluates the needs, priorities and feasibility of traffic calming measures through four lake front communities along Clear Lake's north shore: Nice, Lucerne, Glenhaven and Clearlake Oaks. Potential projects stemming from the Plan include bicycle, pedestrian and transit friendly options intended to improve the attractiveness and overall livability of the unincorporated towns. Staff is currently working with the consultant to address comments on a final draft received by Caltrans. The final draft is expected to come before the APC Board at its June meeting.

Eleventh Street Corridor Multimodal and Engineered Feasibility Study - The project examines options for potential multimodal (bicycle and pedestrian) improvements within the corridor. Three segments of Eleventh Street were analyzed for the study including: 1) from SR 29 to the Post Office (westernmost end of Safeway shopping center), 2) Post Office to Pool Street, and 3) Pool Street to Main Street. The draft document was to be presented to the Lakeport City Council for approval on April 21. However, due to questions on the potential need for recusals, the project was continued to a yet to be determined date. A report to the APC Board will follow at that time.

Vehicle Miles Traveled (VMT) Regional Baseline Study- This project addresses newly adopted guidelines for the California Environmental Quality Act (CEQA) set to take effect on January 1, 2020. As of that date, development projects will be required to analyze traffic impacts in terms of Vehicle Miles Traveled (VMT), as opposed to the currently used method of evaluating Level of Service (LOS) impacts, as a means of reducing Greenhouse Gas (GHG) emissions. The study can be used by agency officials in the region to make appropriate impact determinations for CEQA projects within their respective jurisdictions. The consultant is currently looking at screening thresholds as well as developing potential mitigation measures for individual agencies based on its findings to date.

ACTION REQUIRED: None, informational only

ALTERNATIVES: None

RECOMMENDATION: None



LAKE COUNTY/CITY AREA PLANNING COUNCIL STAFF REPORT

TITLE: SR53 Corridor Local Circulation Study Project
Strategic Partnerships Planning Grant Update

DATE PREPARED: April 29, 2020
MEETING DATE: May 06, 2020

SUBMITTED BY: Danielle Casey, Project Coordinator

UPDATE:

The SR53 Corridor Local Circulation Study conducted by TJKM is proceeding. TJKM staff is reviewing our prior studies, documents, and computer data as needed for preliminary research.

On April 28, 2020 APC Staff participated in a teleconference with TJKM Staff about next steps in light of the Shelter-in-Place orders. TJKM is gathering additional traffic counts and further reviewing studies for the most recent data gathered. We understand that even when Shelter-in-Place orders are lifted, it will take an extended period of time for traffic to return to the levels that we have previously experienced as normal. APC Staff and TJKM are monitoring the current pandemic situation closely and will be in conference on a regular basis, to determine the best course of action regarding which traffic count data to use in the final product. Because the grant funds do not expire until June 30, 2022, we believe that we will have enough time to do an accurate and effective study, including conducting traffic counts.

Lake APC has received the applied for encroachment permit from Caltrans. The encroachment permit is valid for work performed until November 1, 2020. APC Staff is currently in conversation with Caltrans staff about the process to extend the expiration of the permit in light of the Shelter-in-Place order and changed traffic conditions as a result.

At the April 28, teleconference with TJKM APC Staff did reiterate that the stakeholders in Clearlake are most interested in seeing a frontage road from Polk Avenue to Ogulin Canyon Road in the finished report. TJKM acknowledged the request and said that they will include the best options for this route in the finished report.

ACTION REQUIRED: None. This is an informational item only.

ALTERNATIVES: None

RECOMMENDATION: Information only, no action is required.