



LAKE COUNTY/CITY AREA PLANNING COUNCIL

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

525 South Main Street, Ukiah, CA 95482
Administration: Suite G ~ 707-234-3314
Planning: Suite B ~ 707-263-7799

TECHNICAL ADVISORY COMMITTEE (TAC) MEETING AGENDA

DATE: Thursday, February 17, 2022
TIME: 9 a.m.
PLACE: Audioconference

In accordance with Assembly Bill 361, Brown Act: Remote Meetings During a State of Emergency, and to facilitate Social Distancing due to COVID-19, Lake Area Planning Council's Technical Advisory Committee meeting will be by audioconference only. Public comments will be available during Thursday's meeting on any agenda item. Please send comments to our Senior Transportation Planner, John Speka, at spekaj@dow-associates.com and note the agenda item number being addressed. Oral comments will also be accepted by telephone or video during the meeting when public comment is invited.

Dial-in number: 1 (669) 900-6833 / Meeting ID: 817 2969 8335# Password: 109105
****Zoom link provided to members in distribution email and to public by request***

1. Call to order
2. Approval of January 20, 2022 Minutes
3. Review and Discussion of FY 2022/23 Overall Work Program (OWP) Planning Project Applications and Proposed Funding Allocation (*Pedrotti*)
4. Announcements and Reports
 - a. Lake APC
 - i. Rural Regional Energy Network (REN) (*Davey-Bates*)
 - ii. Update on Planning Grants (*Speka*)
 - iii. RTP/ATP update (*Speka*)
 - iii. SR 53 Corridor Local Circulation Plan (*Casey*)
 - iv. Pavement Management Program (PMP) (*Casey*)
 - v. Miscellaneous
 - b. Lake Transit Authority
 - i. Transit Hub Update (*Sookne*)
 - ii. Current Transit Projects (*Sookne/Davey-Bates*)
 - iii. Miscellaneous
 - c. Caltrans
 - i. Lake County Projects Update
 - ii. Miscellaneous
 - d. Regional Housing Update
 - e. Local Agency Updates
5. 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 – **March 24, 2022**
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: February 11, 2022

List of Attachments:

Agenda Item #2 – 1/20/22 Draft Lake TAC Minutes
Agenda Item #3 – Staff Report & Funding Summary



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TECHNICAL ADVISORY COMMITTEE MEETING Draft Meeting Minutes

Thursday, January 20, 2022
9 a.m.

Meeting held via Zoom

Present

James Sookne, Lake Transit Authority
Ron Ladd, City of Lakeport
Jenni Byers, City of Lakeport
Scott DeLeon, County of Lake
Dale Goodman, City of Clearlake
Dave Swartz, City of Clearlake (Engineering Consultant)
Destiny Preston, Caltrans District 1

Absent

Joel Skeen, California Highway Patrol
Paul Curren, City of Lakeport (Engineering Consultant)
Alan Flora, City of Clearlake
Mary Darby, County of Lake

Also Present

Lisa Davey-Bates, Lake Area Planning Council
Nephele Barrett, Lake Area Planning Council
Danielle Casey, Lake Area Planning Council
Alexis Pedrotti, Lake Area Planning Council
John Speka, Lake Area Planning Council
Olivia Grupp, City of Lakeport
Jeff Pimentel, Caltrans District 1
Kyle Finger, Caltrans District 1
Mike Khammash, Caltrans District 1

1. **Call to order**
The meeting was called to order at 9:03 a.m.
2. **Approval of November 18, 2021 Minutes**
Motion by Scott, seconded by James, and carried unanimously to approve the November 18, 2021, minutes as written.
3. **Review and Discussion of FY 2022/23 Overall Work Program (OWP) Planning Project Applications and Proposed Funding Allocation**
Lexi presented item discussing how the application for projects were sent to agencies in December, with applications received from the County, as well as both cities of Clearlake

and Lakeport. The annual process was laid out noting that applications are typically reviewed in January along with how the overall funding levels would look like. A draft of the OWP is then prepared and sent to the agencies for review with comments and recommendations to come in February, prior to being sent to Caltrans by March 1.

The County of Lake requested a total of \$53,500, the City of Lakeport, \$15,500, and the City of Clearlake, \$25,000. Dow & Associates Planning requested \$313,871 (which includes an estimated CPI increase that may be adjusted as the fiscal year progresses). An additional \$12,500 will be added to this total for the Speed Zone Studies (Work Element 606), which are to be done either this calendar year or next. Along with \$10,500 for “other” items (e.g. miscellaneous coordination/activity costs, pavement management software, etc.), the total requested amount is \$430,781.

The estimated available funding comes from a combination of Local Transportation Funds, Planning, Programming & Monitoring, Rural Planning Assistance, carryover amounts from the current fiscal year, Federal/State grants, and reserve funds. These total \$398,752, which would be short of the requested amount by \$32,029.

Discussion on how the gap should be covered ensued. Scott asked how these types of things were dealt with in the past. Lexi responded that it varies depending how flexible the estimated available funding sources are to cover requested project amounts, or alternatively the requested project amounts can be adjusted down to fit the available budget. For this year, the \$32,029 gap may not be too big to cover given that there are ample LTF funds to cover the shortfall. (The estimated amount needed from LTF this year was \$50,000, which is only used as a starting point baseline and can be adjusted as needed.) Lisa noted that at this point LTF reserves are such that the initial \$50,000 estimate can easily be increased to cover the gap, and recommended that project requests receive the full funding in the coming year’s OWP. No recommendation was needed today from the TAC, but Lexi would move forward with what was discussed and prepare a draft for the TAC to review in February.

4. Discussion and Recommendation of the Draft SR 53 Corridor Local Circulation Study

Danielle presented the item noting that a link to the draft study was included in the packet. Initiated in 2019, the draft was completed recently with the comment deadline yesterday. The TAC was provided a chance to discuss the draft at today’s meeting. Lisa noted that the draft document had a number of formatting and grammatical errors. But she was more interested in substantive comments from interested TAC members, mainly City of Clearlake staff. She also noted that there were more bike and ped projects listed in the study than she had anticipated, which, according to the consultant (TJKM), came at the request of Clearlake staff and were also found in previous plans. A final draft will come back to the TAC once the comments have been addressed. Dave Schwartz mentioned that he has gone over the document but would like to go through a second time. COVID related staffing issues are taking a toll on his office, which have resulted in less chance to focus on the study at this time.

The project has taken longer than hoped to complete. The original goal was to have a final draft before the Board in February, although given the tight time frame that wasn’t seeming likely. Lisa mentioned that she and Danielle were meeting with Caltrans later in the day to go over their comments and would have a better idea at that time as to how soon a final could be ready. There is a good chance it won’t be ready until the March APC meeting. Lisa was

hoping that a Technical Advisory Group meeting could happen by the end of January to go over the remaining comments with TJKM. She asked if the TAC wanted to make a recommendation on the draft at this point, or rather wait until a final draft was ready to review which had incorporated the comments. James suggested deferring the recommendation until later which the TAC agreed with.

Scott added that the County's proposed Guenoc Valley project which was included in the study's overall analysis had recently been blocked in court after a successful challenge to its CEQA document. At this point it is uncertain if the project will be revived in the future, but it could potentially have an impact the overall analysis of the 53 corridor.

5. Announcements and Reports

a. Lake APC

i. Update on Planning Grants

John Speka reported that no Sustainable Transportation Planning Grants were currently in process, although one recently awarded for a Transit Development Plan Update was in the procurement stage.

In December, staff worked with the County Department of Public Works on an application for a State Fire Safe Council grant involving wildfire evacuation planning along the Soda Bay Corridor. John mentioned that he also spoke with Scott about looking into potential funding for an update to the County's Airport Land Use Plan. Caltrans had commented on the age of the previous plan (1992) in their RTP comments. District 1 staff would be assisting with identifying potential funding programs.

Staff was also going to work with LTA to apply for a Federal Transit Administration (FTA) 5310 grant to continue or expand funding in- and out-of-county non-emergency medical transportation services for the region.

John noted that the Active Transportation Program would be opening up a new cycle in the summer. The County had expressed interest in the past about working with staff on an application.

ii. Update on the RTP/ATP process

John reported that the RTP/ATP adoption was scheduled for February 9 before the Board and that staff was currently incorporating comments received from Caltrans. A comment letter on the draft Initial Study/Negative Declaration (IS/ND) was also received from the Center for Biological Diversity requesting that additional analysis be provided on the Plan's potential impacts to wildlife habitat. John discussed that a response was provided to their letter explaining that the RTP/ATP was more of a high level list of potential projects which may or may not ever be implemented. Any projects from the Plan that are eventually implemented will go through individual design and CEQA processes, which was a more appropriate time to provide in-depth analysis of potential impacts because far more details would be available to review at that time.

John reminded the TAC that they had recommended adoption of the RTP/ATP at its previous meeting subject to incorporation of Caltrans or other comments.

iii. Local Road Safety Plan Update

Danielle discussed that the Safety Plans were completed and presented to the Board by the consultant (Headway) at its previous meeting. The project covered Plans for the cities of Clearlake and Lakeport and were available online. Scott has contacted Headway to complete a Safety Plan for the County as well. The cities will still need to adopt their respective Plans through their own Councils for them to be eligible for future HSIP funding.

Olivia asked about final invoicing from APC for Lakeport so that can submit to Caltrans for reimbursement. Lexi noted that APC just paid Headway's final invoice and there are a few more steps to be done before the invoices will be sent from Lexi to Lakeport.

iv. Pavement Management Program (PMP)

Danielle reported that NCE was selected as the consultant for the update. The contract process is nearing completion and the project will soon be started after that.

- v. Miscellaneous-** John asked Olivia if she received all the information she needed from him on the successful HSIP grant he and Doug worked on before his retiring. She did, and she also asked about the Federal Lands Access Program (FLAP) application he helped Doug with for improvements to Martin Street. He said that the notice of award should be coming through the City, although he wasn't sure when that was supposed to be.

b. Lake Transit Authority

i. Transit Hub Update

James reported that environmental work was still being done by the consultant who were waiting for the blooming season for a couple of listed species. A slight delay was caused by this, but it was still ahead of the original schedule which had it finishing in September 2022.

ii. Current Transit Projects

Nothing to report this month.

iii. Miscellaneous- None

c. Caltrans

i. Lake County Projects Update

Jeff Pimentel provided an update on the Highway 29 project. Caltrans was reviewing current projects that were considered to be "capacity increasing" which are not favored by HQ at this point and District 1 staff was discussing with them the importance of the 29 project despite its appearance as a capacity increasing project. Where that discussion stands is important to the future of the project's funding, although the evaluation is ongoing at HQ. Jeff would be keeping Lisa updated on the status.

Jeff also mentioned that his office was still seeking funding for the next critical step, which is right of way acquisition. Once that can be secured, it will probably take two and a half years to complete. Cost estimates are being updated and that should be ready by early March.

Scott had a general question on the cost to date of the portion currently under construction (2C). Jeff was to follow up and email to TAC members.

Destiny noted that she will be following up with John on information from the Caltrans Division of Aeronautics regarding potential funding opportunities for the County's Airport Land Use Plan update.

Mike Khammash discussed project status of Caltrans projects in the County.

- ii. **Miscellaneous**- None

- d. **Regional Housing Update**
John reported on the Regional Early Action Planning (REAP) program. An agreement was in place between APC and the State Department of Housing and Community Development (HCD), so funding reimbursements are available. John was to contact Jenni (Lakeport Planning), Mary (County), and Alan (Clearlake) to see where they stood with spending on their REAP funded projects.

There is now also a new REAP program (known as REAP 2.0), that is intended mainly for MPOs. There is however a portion of funds that will be available for rural regions to apply for on a competitive basis with the application currently being developed by HCD. John wasn't sure when the program would open up but likely to be several months down the road. Jenni Byers mentioned that the City of Lakeport would like to pursue a "Pro-Housing" designation which will ultimately help with future funding programs. It is not a requirement yet, but HCD as well as the CTC (for future ATP cycles) will be pushing this designation on local jurisdictions, likely involve itself in future grant scoring criteria.

- e. **Local Agency Updates**
Scott discussed approval of plans and specs for the Middletown Multi-use project which is expected to be put out to bid later this year. This will go to the Board of Supervisors on February 1. Also on that date, they will discuss contract approval between the County and Headway Consulting to complete the Safety Plan.

Olivia noted that the Hartley Street ATP project has been put out to bid with bids due on February 9.

6. **Information Packet**

- a. 2022 Proposed Lake TAC Meeting Schedule

7. **Public input on any item under the jurisdiction of this agency, but which is not otherwise on the above agenda - None**

8. **Next Proposed Meeting** – February 17, 2021
9. **Adjourn Meeting** - Meeting adjourned at 10:21 a.m.

Respectfully Submitted,

John Speka
Lake APC Planning



LAKE COUNTY/CITY AREA PLANNING COUNCIL TAC STAFF REPORT

TITLE: 2022/23 Draft Overall Work Program

DATE PREPARED: 2/10/22

MEETING DATE: 2/17/22

SUBMITTED BY: Alexis Pedrotti, Project Manager

BACKGROUND:

As you know, preliminary discussion of the FY 2022/23 Draft Overall Work Program (OWP) began at last month's TAC meeting, with a review of proposed work elements and anticipated funding needs. Applications from the County of Lake, City of Clearlake and City of Lakeport were reviewed. Estimated funding needs for annual Lake Planning Staff work elements were also discussed.

Lake APC staff advised that the five-year professional services contract for APC Planning services (with Dow & Associates) is due to expire 9/30/22, with a one-year extension option. Therefore, for draft budget purposes, the funding estimated for APC Planning Staff includes a 4% increase over the FY 2022/23 amount, since the contract amount is not yet known. The exact amount will not be known until a new (or extended) contract is awarded by the Lake APC, likely in late spring/early summer.

A few Lake APC led projects (Transit Development Plan, Pavement Management Program Update and the Principal Arterial Corridor VMT Study) have been identified and are expected to be carried over into the upcoming FY 2022/23 Overall Work Program. Currently, there is only a placeholder for these projects, staff will have more accurate carryover amounts available for the Final.

The financial summary sheets are attached, outlining staff's recommendation for the FY 2022/23 Draft Overall Work Program. The complete draft OWP will be forwarded under separate cover.

After TAC review and direction, I will finalize the FY 2022/23 Draft OWP for submission to Caltrans by the March 1 due date. Caltrans will review the Draft and provide comments. Carryover projects and any needed adjustments will be added, and the Final Work Program will be presented for TAC review and recommendation in May. APC approval will not be required until the Final Work Program is considered in June.

ACTION REQUIRED: TAC review and recommendation on FY 2022/23 Draft Overall Work Program.

ALTERNATIVES: The TAC may choose to not make a recommendation, in which case APC staff would prepare the Draft Work Program for review by Caltrans.

RECOMMENDATION: Approve Draft FY 2022/23 Overall Work Program, for submittal to Caltrans by March 1, 2021.

/ajp

*Attachments: FY 2022/23 Draft OWP – Summary of Funding Sources
FY 2022/23 Draft OWP – Summary of Expenditures by Work Element*

**SUMMARY OF FUNDING SOURCES BY WORK ELEMENT
FY 2022/23 (DRAFT)**

WE	Title	State RPA	State RPA C/O	State PPM	Local LTF	Federal FTA 5304	Other	Total Costs
600	Regional Planning & Intergovernmental Coordination	\$ 151,500	\$ -	\$ -	\$ -		\$ -	\$ 151,500
601	TDA Activities & Coordination	\$ -	\$ -	\$ -	\$ 41,500	\$ -	\$ -	\$ 41,500
602	Transit Planning & Performance Monitoring	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000
603	Lake Co. Principal Arterial Corridor VMT Study <i>(Carryover)</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
604	Lake County Project Reserve Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
605	Federal & State Grant Prep., Monitoring & Assistance	\$ 55,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 55,200
606	Speed Zone Studies	\$ 12,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,500
607	Special Studies	\$ 35,000	\$ -	\$ -	\$ 35,000	\$ -	\$ -	\$ 70,000
608	Planning, Programming, & Monitoring	\$ 5,519	\$ -	\$ 42,881	\$ -	\$ -	\$ -	\$ 48,400
609	Sustainable Transportation Planning	\$ 9,281	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,281
610	Active Transportation	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
611	Pavement Management Program Update <i>(Carryover)</i>	\$ -	\$ -	\$ 4,119	\$ 2,381	\$ -	\$ -	\$ 6,500
612	Technology Support Services	\$ -	\$ -	\$ -	\$ 6,400	\$ -	\$ -	\$ 6,400
613	Transportation Information Outreach	\$ -	\$ -	\$ -	\$ 4,500	\$ -	\$ -	\$ 4,500
614	Regional and Active Transportation Plans Update <i>(Carryover)</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
615	Lake Co. Transit Development Plan <i>(Carryover)</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
616	Training	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Totals	\$ 294,000	\$ -	\$ 47,000	\$ 89,781	\$ -	\$ -	\$ 430,781

**LAKE COUNTY WORK PROGRAM
SUMMARY OF EXPENDITURES BY WORK ELEMENT**

WE	Title	Lake DPW	Lakeport	Clearlake	APC Staff Consultant	Other	Total Costs
600	Regional Planning & Intergovernmental Coordination	\$ 10,000	\$ 2,500	\$ 7,000	\$ 130,000	\$ 2,000	\$ 151,500
601	TDA Activities & Coordination	\$ -	\$ 2,500	\$ 2,000	\$ 35,000	\$ 2,000	\$ 41,500
602	Transit Planning & Performance Monitoring	\$ -	\$ -	\$ -	\$ 15,000	\$ -	\$ 15,000
603	Lake Co. Priority Interregional Facilities Study - <i>Carryover</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
604	Lake County Project Reserve Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
605	Federal & State Grant Prep., Monitoring & Assistance	\$ 6,700	\$ 7,500	\$ 6,000	\$ 35,000	\$ -	\$ 55,200
606	Speed Zone Studies	\$ -	\$ -	\$ -	\$ 12,500	\$ -	\$ 12,500
607	Special Studies	\$ 30,000	\$ -	\$ 5,000	\$ 35,000	\$ -	\$ 70,000
608	Planning, Programming, & Monitoring	\$ 3,400	\$ -	\$ 5,000	\$ 40,000	\$ -	\$ 48,400
609	Sustainable Transportation Planning	\$ -	\$ -	\$ -	\$ 9,281	\$ -	\$ 9,281
610	Active Transportation	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ 10,000
611	Pavement Management Program Update - <i>Carryover</i>	\$ -	\$ -	\$ -	\$ -	\$ 6,500	\$ 6,500
612	Technology Support Services	\$ 3,400	\$ 3,000	\$ -	\$ -	\$ -	\$ 6,400
613	Transportation Information Outreach	\$ -	\$ -	\$ -	\$ 4,500	\$ -	\$ 4,500
614	<i>Intentionally Left Blank</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
615	Lake Co. Transit Development Plan Update - <i>Carryover</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
616	Training	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Totals	\$ 53,500	\$ 15,500	\$ 25,000	\$ 326,281	\$ 10,500	\$ 430,781