



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

LAKE COUNTY/CITY AREA PLANNING COUNCIL (APC) AGENDA

DATE: Wednesday, December 14, 2022

TIME: 9:00

PLACE: City Council Chambers
225 Park Street
Lakeport, California

Zoom Login:

Dial-in number: 1 (669) 900-6833 / **Meeting ID:** 864 3433 5176# **Passcode:** 216799

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

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 also be by audioconference. 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.

-
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. Adoption of Resolution #22-23-12 to Implement Teleconferencing Requirements During a Proclaimed State of Emergency Pursuant to Assembly Bill 361
5. Approval of August 10, 2022 Minutes
6. Approval of Social Services Transportation Advisory Council (SSTAC) Roster

REGULAR CALENDAR

7. Approval of Draft Lake APC Meeting Calendar *(Davey-Bates)*
8. Discussion and Proposed Guidance on Social Security Tax Withholding from Board Member Stipends *(Davey-Bates)*

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 Planning Staff
 - i. Project Updates (*Speka*)
 - ii. Pavement Management Program (PMP) Update (*Villa*)
 - iii. Miscellaneous
- b. Lake APC Administration Staff
 - i. Next Meeting Date – **January 11, 2023 (if needed)**
 - ii. Miscellaneous
- c. Lake APC Directors
- d. Caltrans
 - i. SR 29 Project Update (*Pimentel*)
 - ii. Lake County Project Status Update (*Ablstrand*)
 - iii. Miscellaneous
- e. Rural Counties Task Force
 - i. Next Meeting Date – **January 20, 2023 (Teleconference)**
- f. California Transportation Commission
 - i. Next Meeting Date – **January 25 – 26 (Rocklin)**
- g. California Association of Councils of Governments (CalCOG)
 - i. CDAC Meeting – (*TBD*)
 - ii. Regional Leadership Forum – March 5 - 7 (*Riverside*)
 - iii. *CalCOG Board of Directors Meeting – March 7, 2023*
- h. Miscellaneous

INFORMATION PACKET

12. a) Draft 10/20/22 Lake TAC Minutes
- b) Draft 3/22/22 Lake SSTAC Minutes

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: December 8, 2022

Attachments:

Agenda Item #4 – Resolution #22-23-12

Agenda Item #5 – 8/10/22 Lake APC Draft Minutes

Agenda Item #6 – SSTAC Roster

Agenda Item #7 – Draft APC Calendar

Agenda Item #8 – Staff Report / w Memo & Form

Agenda Item #11ai – Project Updates

Agenda Item #11aïi – PMP Update

Agenda Item #11dii – Project Status Update

Information Packet – 12a) 10/20/22 Draft Lake TAC Minutes

12b) 3/22/22 Draft SSTAC Minutes

LAKE COUNTY/CITY AREA PLANNING COUNCIL

RESOLUTION 22-23-12

RESOLUTION TO IMPLEMENT TELECONFERENCING REQUIREMENTS DURING A PROCLAIMED STATE OF EMERGENCY PURSUANT TO ASSEMBLY BILL 361

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

WHEREAS, The Area Planning Council (APC) is committed to preserving the Ralph M. Brown Act requirements that all meetings of a legislative body of a local agency be open and public and that any person may attend and participate in such meetings;

WHEREAS, A state of emergency was proclaimed by Governor's Executive Order N-33-20 on March 4, 2020, addressing the threat of the COVID-19 pandemic, and remains in effect;

WHEREAS, the Brown Act allows for legislative bodies to hold meetings by teleconference, but imposes specific requirements for doing so;

WHEREAS, on March 17, 2020, in order to address the need for public meetings during the present public health emergency, Governor Newsom issued Executive Order No. N-29-20, suspending the Act's teleconferencing requirements; and

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order No. N-8-21, continuing the suspension of the Brown Act's teleconferencing requirements through September 30, 2021; and

WHEREAS, these Executive Orders allowed legislative bodies to meet virtually as long as certain notice and accessibility requirements were met; and

WHEREAS, the State Legislature amended the Brown Act through Assembly Bill No. 361 (AB 361) on September 16, 2021; and AB 361 remains in effect through January 1, 2024;

WHEREAS, AB 361 amended the Brown Act so that a local agency may use teleconferencing without complying with the regular teleconferencing requirements of the Act, where the legislative body holds a meeting during a proclaimed state of emergency and makes certain findings; and

WHEREAS, COVID-19 and variants thereof remain a current threat to the health and safety of the general public, APC Staff, and members of this Board; and

WHEREAS, the APC has an important governmental interest in protecting the health, safety, and welfare of those who participate in meetings of the APC legislative and advisory bodies subject to the Brown Act; and

WHEREAS, in response to the current threat to the public of the COVID-19 virus and its existing and potential variants, there is a desire to implement teleconference meetings pursuant to the requirements of the Brown Act so long as this State of and Emergency continues to exist.

NOW, THEREFORE, BE IT RESOLVED THAT:

The Area Planning Council hereby finds, determines, declares, orders, and resolves as follows:

1. That the foregoing recitals are true and correct and incorporates them by this reference;
2. The Area Planning Council finds, by a majority vote, that there exists a proclaimed state of emergency; and
3. As a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

In accordance with AB 361, based on the findings and determinations herein, meetings of APC's legislative and advisory bodies will be held remotely by virtual means, suspending Brown Act teleconferencing rules while providing for all feasible means of public participation.

This resolution shall be effective upon adoption and remain in effect until APC's next regular board meeting on January 11, 2023, when Lake APC shall consider renewing its findings by subsequent resolution, in accordance with AB 361.

Adoption of this Resolution was moved by Director _____, seconded by Director _____, and carried on this 14th day of December 2022, 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, Chair
APC Member



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

Wednesday, August 10, 2022

Location: City of Lakeport & Zoom (in response to “Shelter-in-Place” directive)

Present

Bruno Sabatier, Supervisor, County of Lake
Stacey Mattina, City Council Member, City of Lakeport
Russell Perdock, Council Member, City of Clearlake
Russ Cremer, City Council, City of Clearlake
Chuck Leonard, Member at Large

Absent

Moke Simon, Supervisor, County of Lake
Kenneth Parlet, Council Member, City of Lakeport
Tim Warnement, Member at Large

Also Present

Lisa Davey-Bates, Executive Director, Admin. Staff – Lake APC
Alexis Pedrotti, Admin Staff – Lake APC
James Sookne, Admin Staff – Lake APC
Charlene Parker, Admin Staff – Lake APC
Jesus Rodriguez-Garcia, Admin Staff – Lake APC
Gary McFarland, Project Manager – Paratransit Services
Johnnie Lindsey, Operations Supervisor– Paratransit Service

Attending via Zoom

Nephele Barrett, Planning Staff – Lake APC
Tatiana Ahlstrand, Caltrans District 1 (Policy Advisory Committee)
Dean Meester, Caltrans District 1
Scott DeLeon, Public Works Director, County of Lake
Adeline Brown, City of Clearlake
Jeff Pimentel, Caltrans Project Manager
Mike Khammash, Caltrans Project Manager

1. Call to Order/Roll Call

Chair Mattina called the meeting to order at 9:05 a.m. Secretary Charlene Parker called roll.
Members present: Sabatier, Perdock, Cremer, Mattina, Leonard

2. Adjourn to Policy Advisory Committee

Chair Mattina adjourned to the Policy Advisory Committee (PAC) at 9:06 a.m. to include Caltrans District 1 staff and allow participation as a voting member of the Lake APC.

3. PUBLIC EXPRESSION

Chair Mattina requested public comments including any written comments.

CONSENT CALENDAR

4. Proposed Adoption of Resolution #22-23-10 to Implement Teleconferencing Requirements During a Proclaimed State of Emergency Pursuant to Assembly Bill 361

5. Approval of June 1, 2022 Draft Minutes

Chair Mattina asked if the Board members would like to pull anything from the Consent Calendar for further discussion.

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

Roll Call Vote: Ayes (6)-Directors Sabatier, Perdock, Cremer, Mattina, Leonard, Tatiana Ablstrand (PAC), Noes (0); Abstain (0); Absent (3) Directors Simon, Parlet, Warnement

REGULAR CALENDAR

6. Discussion and Recommended Approval of the First Amendment to the 2022/23 Final Overall Work Program

Alexis Pedrotti explained that the first amendment to the fiscal year 2022/23 Overall Work Program (OWP) incorporates carryover funding on work elements from fiscal year 2021/22. Alexis explained that the total amount carried over into the Fiscal Year 2022/23 OWP was \$309,068. In addition to presenting the carryover amounts for each agency, Alexis provided a thorough breakdown of the carryover amounts for each funding source, which includes Federal Planning Grant Funds, Rural Planning Assistance (RPA), Local Transportation Funds (LTF), and Planning Programming and Monitoring funding (PPM).

Chair Mattina requested any public comments regarding the First Amendment to the 2022/23 Final Overall Work Program. No comments were presented.

Director Sabatier made a motion to approve the First Amendment to the 2022/23 Final Overall Work Program, as presented. The motion was seconded by Director Perdock and carried unanimously.

Roll Call Vote: Ayes (6)-Directors Sabatier, Perdock, Cremer, Mattina, Leonard, Tatiana Ablstrand (PAC), Noes (0); Abstain (0); Absent (3) Directors Simon, Parlet, Warnement

7. Discussion and Recommended Approval of the First Amendment of the 2022/23 Lake APC Budget

Alexis Pedrotti reported that the first budget amendment incorporates carryover funds and any adjustments from the final budget presented in June. Alexis explained that an amendment to the APC Budget was necessary to reflect the planning funds identified in the OWP's first amendment. Alexis provided a brief update on the additional Local Transportation Fund (LTF) revenues, which had exceeded the LTF fund estimate by \$246,244, for a total of \$1,834,040. Alexis noted that the amendment includes carryover funds for the Regional Surface Transportation Program (RSTP), and latest estimates for State Transit Assistance (STA) funds and the State of Good Repair (SGR) Program.

Chair Mattina requested any public comments regarding the Final Overall Work Program. No comments were presented.

Alexis concluded by providing an update on the current fiscal year's first distribution of LTF funds, stating that the amount was higher than expected at \$202,383.

Director Sabatier made a motion to approve the First Amendment of the 2022/23 Lake APC Budget, as presented. The motion was seconded by Director Leonard and carried unanimously.

Roll Call Vote: Ayes (6)-Directors Sabatier, Perdock, Cremer, Mattina, Leonard, Tatiana Ablstrand (PAC), Noes (0); Abstain (0); Absent (3) Directors Simon, Parlet, Warnement

8. Discussion and Proposed Action of Resolution #22-23-11 Approving the Project List for FY 2022-23 California State of Good Repair Program

James Sookne reported that as part of the project submittal process, the regional entity (RTPA) must approve and submit all proposed projects from operators such as LTA to Caltrans. James explained that the estimated State of Good Repair (SGR) funds available to Lake Transit for this fiscal year was \$109,382. Over the last few years, funds have been set aside to purchase new buses. As a precaution, staff recommended allocating the FY 22/23 funds to the eligible portion of the Lake County Interregional Transit Center because of concerns of rising costs due to the highest increases of inflation in decades.

Lisa added that additional funds cannot be submitted to the California Transportation Commission (CTC) through the Transit and Intercity Rail Capital Program (TIRCP) for the transit hub project.

Director Sabatier stated that the Transit Center was an important project and agreed it was a beneficial use of SGR funds if there are funding shortages.

Chair Mattina requested any public comments regarding the California State of Good Repair Program. No comments were presented.

Director Cremer made a motion to approve the Resolution #22-23-11 Approving the Project List for FY 2022-23 California State of Good Repair Program, as presented. The motion was seconded by Director Perdock and carried unanimously.

Roll Call Vote: Ayes (6)-Directors Sabatier, Perdock, Cremer, Mattina, Leonard, Tatiana Ablstrand (PAC), Noes (0); Abstain (0); Absent (3) Directors Simon, Parlet, Warnement

RATIFY ACTION

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

Chair Mattina adjourned the Policy Advisory Committee at 9:18 a.m. and reconvened as the APC.

10. 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 Perdock and carried unanimously.

Roll Call Vote: Ayes (5)-Directors Sabatier, Perdock, Cremer, Mattina, Leonard (PAC), Noes (0); Abstain (0); Absent (3) Directors Simon, Parlet, Warnement

REPORTS

11. Reports & Information

a. Lake APC Planning Staff

i. Update on Various Grant Programs

Lisa stated that John Speka was on vacation, and highlighted several items on the detailed staff report that was provided in the packet.

Transit Development Plan (TDP) Update

Lisa reported that the consultant, LSC, had recently conducted community-wide surveys to collect data for the upcoming TDP update. Lisa also mentioned that staff and the consultant would have a TDP project information booth at the Lake County Fair to gather additional feedback on the potential identified needs.

Konocti Corridor Vehicle Miles Traveled (VMT) Update

Lisa reported that Headway Transportation was chosen to lead the study, with an initial kick-off meeting scheduled for later in the month.

Sustainable Transportation Planning Grant Program Update

Lisa reported that the Lake APC staff were considering applying for two grants.

The Zero Emission Vehicle (ZEV) and a Feasibility Study for Ferry Service.

Another possible application was for a Wildfire Evacuation Plan. Staff had attempted unsuccessfully in the past, however Caltrans has an Adaptation Planning Grant call for projects that might be a better fit for the project.

Lisa concluded by saying that the staff report included an update on previous Active Transportation Projects (ATP) that were still in the works.

ii. Pavement Management Program (PMP) Update

Nephele Barrett reported that the Pavement Management Program (PMP) Update was performed every three to four years. The Pavement Condition Index (PCI) of city streets and county roads was examined as part of the PMP process. APC chose Nichols Consulting Engineers (NCE) as the consultant. The physical surveys were completed by the consultants in June. The surveys were used to assess the pavement condition of the roads and assign a score ranging from one to one hundred, which is the pavement condition index. Based on the condition of the roads, the types of streets, and the various funding scenarios, they make recommendations on how to best spend available funding or other budget scenarios, such as what would be required to raise the average PCI to a certain level. The program relies on the local agencies to provide an accurate and up-to-date information to develop the decision tree. The City of Clearlake, unfortunately, did not attend the meeting. The consultant will meet one-on-one with the City of Clearlake to develop their decision tree. The PMP should be completed within the next few months.

Chair Mattina wondered if the reports would compare previous data to current data. Nephele responded that they usually do, and the PCI data shows a minor decrease from the previous PMP Update performed in 2018.

The group discussed the project's completion date and agreed that they expected to see progress on the overall Pavement Condition Index with all the recently completed work in the City of Clearlake

Scott DeLeon added that the County of Lake was also conducting a PMP Project separate from this update that will propose a detailed five-year plan that compliments the

County-wide PMP Update.

iii. Miscellaneous

b. Lake APC Administration Staff

i. Next Meeting Date – September 14, 2022 (*Clearlake*)

Chair Mattina stated that she would be out of town for the next meeting and suggested notifying director Simon so that he could serve as chair in her absence.

Miscellaneous

Lisa stated that she was working with CalPERS and the State Social Security Administration Office (SSSA) on an issue that had recently been presented to her regarding the requirement to deduct Social Security and Medicare from any income that was provided to Lake APC Board Members. Staff historically has reported that Lake APC Board Members do not receive wages, however this year CalPERS specifically asked if the Members received any income (including stipends, travel reimbursement, etc.). Lisa explained to CalPERS that a \$50 stipend is provided to members who attend meetings in person to cover costs such as mileage and meals that are incurred. Lisa read a portion of the email from the CalPERS staff that read, "Board members who are compensated must have their wages taxed according to Federal and State Social Security and Medicare regulations, whether as a stipend, reimbursement for travel and incidentals, or otherwise. Because no benefits are currently being withheld, SSSA guidance provides that the Planning Council begin to withhold these benefits moving forward, as well as issue a form W-2."

Lisa noted that she had reached out to the Lake APC's attorney, and he stated that while there is room for interpretation either way on the issue, that CalPERS was correct that the "common law test" determines whether a person is an employee. Lisa added that Lake APC and LTA staffing is provided under contract, and the Board Members are appointed to the Lake APC through board and commission assignments through the Board of Supervisors and local agencies.

The Board requested our attorney draft a letter outlining the reasons why Lake APC and LTA Board members were not employees.

Lake APC Directors:

Director Sabatier stated that Becky Salato, Superintendent of the Lower Lake Elementary School, was working with Scott DeLeon on a safety issue at the drop-off crosswalk where students and an employee were hit. Director Sabatier stated that he has spoken with Lisa about funding possibilities for safe routes to school or anything that could help improve the crosswalk.

The group discussed that area and that they feel the majority of incidents go unreported in that area because there had only been one crash reported for that crosswalk.

Tatiana proposed that the Street Story platform be used to collect unreported community transportation data. Tatiana described the tool as an engagement tool that allows residents, community groups, and agencies to collect information about transportation collisions and near-misses. Tatiana stated that she would follow up with an email.

Director Sabatier expressed interest in the information on the Street Story Platform.

d. Caltrans

i. SR 29 Project Update:

Jeff Pimentel reported that Segment 2B right-of-way was nominated for the Trade Corridor Enhancement Program (TCEP). Jeff noted that Caltrans was holding a pre-application meeting that afternoon. The application was due in November, and staff will be working to provide more concrete materials for air quality and emission reductions for the project.

The group discussed similar projects in the neighboring areas and agreed it would be interesting to learn about their funding sources.

ii. Lake County Project Status:

Tatiana Ahlstrand reported that the updated status report was in the packet and asked if there were any questions.

Mike Khammash reported that the construction for the Kelsey Creek Road Left Turn Channelization project was underway. Mike mentioned that the shoulder widening project on Coyote Grade was completed. Mike stated that there were a couple of projects in the environmental phase that were going through the California Transportation Commission (CTC) process. Mike stated that he would provide more information about those projects as it became available. He also stated that staff was working hard to resolve right-of-way issues for the Blue Lake Safety project.

iii. Miscellaneous

Tatiana reported that the annual call for projects for the Sustainable Transportation Planning Grant guidelines will be available next week, and that it will include an influx of climate adaptation planning funds for RTPAs and local agencies.

Director Cremer inquired about the status of the left-turn lane on Lake 29 at Bell Park Avenue, as well as where the one lane narrows on SR 29, just south of Lower Lake.

Tatiana responded that she does not have an update, but the left-turn channelization proposal process will take time after it was determined that the left-turn pocket was beneficial at Bell Park Avenue. Tatiana also stated that, as of now, staff determined that their traffic safety ops staff had concluded that one lane was adequate.

Director Sabatier was curious where the Twin Lakes project was because the description only mentioned Lake County near Kelseyville to Diener Drive. Tatiana stated that Mike had left the meeting and she would check and follow up with him.

- e. Rural Counties Task Force
 - i. Next Meeting Date – September 16, 2022
- f. California Transportation Commission
 - i. Next Meeting Date – August 17 – 18 (*San Jose*)
- g. California Association of Councils of Governments (CalCOG)
 - i. CDAC Meeting – (*TBD*)
 - h. CalCOG Board of Directors Meeting – August 19, 2022
 - i. Miscellaneous

INFORMATION PACKET

- 12. a) Draft 5/26/22 Lake TAC Minutes

ADJOURNMENT

The meeting was adjourned by Chair Mattina at 10:05 a.m.

Respectfully Submitted,

DRAFT

Charlene Parker
Administrative Associate

**SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL (SSTAC)
MEMBERSHIP ROSTER - 2022**

		<u>TERM</u>
1. Potential Transit User 60 Years or Older	Vacant	Nov. 2021 – Oct. 2024
2. Potential Transit User Disabled	Vacant	Nov. 2020 – Oct. 2023
3. Social Services Provider Seniors	Dena Eddings-Green Program Coordinator Area Agency on Aging of Lake & Mendocino Counties P.O. Box 9000 Lower Lake, CA 95457 Phone: 707-995-4298 E-mail: dena.eddings-green@lakecountyca.gov	Nov. 2022 – Oct. 2025
4. Transportation Provider	Holly Goetz, MSW, ASW Sutter Lakeside Hospital 5176 Hill Rd. E. Lakeport, CA 95453 E-mail: GoetzHR@sutterhealth.org	Nov. 2021 – Oct. 2024
5. Social Services Provider Disabled	Vacant	Nov. 2021 – Oct. 2024
6. Transportation Provider Disabled	Karen Dakari People Services 4195 Lakeshore Boulevard Lakeport, CA 95453 Phone: 263-3810 / E-mail: karendakari@yahoo.com	Nov. 2022 – Oct. 2025
7. Social Services Provider Limited Means	Melinda Lahr Lake County Department of Social Services P.O. Box 9000 Lower Lake, CA 95457 Phone: 707-995-4395 / E-mail: melinda.lahr@lakecountyca.gov	Nov. 2020 – Oct. 2023
8. Consolidated Transportation Services Agency	Paul Branson P.O. Box 1384 Clearlake Oaks, CA 95423 Phone: 925-286-5494 / E-mail: kayak707@gmail.com	Nov. 2020 – Oct. 2023
9. Consolidated Transportation Services Agency	Laurie Fisher Lake Links 14420 Lakeshore Drive Clearlake, CA 95422 Phone: 707-995-3330 / E-mail: laurie.fisher@lakelinks.org	Nov. 2022 – Oct. 2025



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Draft

2023

Lake Transit Authority
&
Lake County/City Area Planning Council
Meeting Schedule

<u>DATE</u>	<u>LOCATION</u>	<u>NOTE:</u>
JANUARY 11	Lakeport	Typically do not meet
FEBRUARY 8	Lower Lake	
MARCH 1	Lakeport	(Riverside) Regional Leadership Forum 5th - 7th
APRIL 5	Lower Lake	Date change CTC 12 th & 13 th
MAY 10	Lakeport / Fieldtrip	
JUNE 7	Clearlake	Date change Budget Hearings 14 th & 15 th
JULY 12	Lower Lake	Typically do not meet
AUGUST 9	Lakeport	
SEPTEMBER 13	Clearlake	
OCTOBER 11	TBD / Fieldtrip	
NOVEMBER 8	Lower Lake	
DECEMBER 13	Lakeport	

Notes:

League of California Cities Annual Conference **September 20 – 22**

Highlighted dates reflect meeting will be held on first Wednesday due to other meeting conflicts.



LAKE COUNTY/CITY AREA PLANNING COUNCIL STAFF REPORT

TITLE: Withholding Practices for Lake APC's Board Members

DATE PREPARED: 12/07/2022

MEETING DATE: 12/14/2022

SUBMITTED BY: Lisa Davey-Bates, Executive Director

UPDATE:

During the September 2022 Board Meeting, I informed members of an issue that was brought to the attention of our staff by CalPERS, who had made the determination that Social Security and Medicare benefits should be deducted from payments made to Lake APC Board Members, even if it was a stipend for travel costs and meals to and from meetings. In their opinion, members of the Lake APC are "employees" of the agency and would be subject to withholding practices.

As directed by Board Members, I reached out to our attorney, Derek Cole, who wrote a memo (attached) summarizing his interpretation of the situation. He concluded that, while there was the potential of a gray area, he felt Lake APC members should not be subject to withholding requirements, and that Lake APC members are not employees, based on the employee/employer common law test.

I forwarded Derek's response to Alexa Montecalvo, Account Manager, at the State Social Security Administrator's Office. And as you might expect, her response was not supportive of Derek's conclusion, but she did offer an opportunity to dispute their position. In her response to me via email on November 29, she stated (in part), "We reviewed the memo provided and while we do not provide formal determinations, rather guidance, the SSSA team advises that board members be considered employees and should be treated as such when withholding retirement benefits. While the Lake County City Area Planning Council may not consider board members employees, for the purposes of IRS and Social Security withholding practices adherent to federal law, board members are not classified as independent contractors, but rather employees."

Alexa suggested that if our agency disagreed with the determination that we could submit the "Determination of Worker Status for Purposes of Federal Employment Taxes and Income Tax Withholding" Form, which I have attached to this email. This form must come from either an agency or an individual. She stated that it is a long and involved process, and could take 6-8 months.

Based on the information I've gathered, it is now time for the Members to decide if they would like to pursue the exemption, or to discontinue receiving travel stipends.

ACTION REQUIRED: Continue to receive travel stipends and 1) pursue an exemption through the process provided above, or 2) deduct Social Security and Medicare withholdings.

ALTERNATIVES: Discontinue receiving travel stipends to avoid such withholdings.

RECOMMENDATION: None.



MEMORANDUM

TO: Lisa Davey-Bates **FILE NO.** 10626.001
FROM: Derek P. Cole
DATE: August 26, 2022
SUBJECT: Withholding of Social Security Taxes from Board of Directors Member Stipends

This memorandum addresses whether the Lake Area Planning Council (“LAPC”) must withhold Social Security taxes from the stipends Board of Directors members receive for their service as directors. For the reasons explained, we do not advise LAPC to make such withholdings.

The obligation to withhold Social Security taxes arises under federal law. Under the Internal Revenue Code, employers must withhold Social Security taxes from employee paychecks. (26 U.S.C., §§ 3102, 3112.) For purposes of this tax, “employees” include individuals “who, under the common law rules applicable in determining the employer-employee relationship, ha[ve] the status of [] employee[s].” (*Id.*, § 3122(d)(2).) (The term “employees” also includes other persons, but none germane to the board-member situation at issue.)

Generally, a person is an employee if the person he or she works for may direct “what to do and how, when, and where to do it.” (20 C.F.R. § 404.1007(a).) Examples of circumstances that make a person an employee include that he or she may be fired; the employee furnishes him or her tools, equipment, and a place to work; he or she receives training; and he or she must work for set days and hours. (*Id.*, § 404.1007(b).) Overall, the basic feature that makes one an employee is that the employer can control what he or she does.

We do not believe Board of Directors members are “employees” under this standard. Such members are appointed by their separate agencies only for the purpose of serving as LAPC’s governing board. Their appointment is controlled not by LAPC, but by the agencies they represent. Board members do not carry out policy directives or have responsibility for the day-to-day function of the agency. They make “top-level” policy and budgeting decisions and leave the implementation of such decisions to agency administration and staff.

Although we do not suggest an absence of “gray area” concerning this issue, we believe LAPC may correctly conclude it is not subject to the withholding requirements concerning Board member stipends. We believe that the common-law employer/employee test should be applied to conclude that such members are not LAPC employees.

August 26, 2022

Page 2

We must, however, state an important caveat. This memorandum *does not* address whether the stipends each Board member receives are or are not taxable to them. We address only the limited and specific question of whether LAPC must withhold Social Security taxes from the stipends it pays Board members. The taxability of such stipends is a matter Board members must address on their own, in consultation with their tax professionals. In addressing the subject of this memorandum, this office cannot, nor has not, purported to give any Board member tax advice.

**Determination of Worker Status for Purposes
of Federal Employment Taxes and
Income Tax Withholding**

► **Information about Form SS-8 and its separate instructions is at www.irs.gov/formss8.**

**For IRS Use Only:
Case Number:**

Earliest Receipt Date:

Name of firm (or person) for whom the worker performed services		Worker's name	
Firm's mailing address (include street address, apt. or suite no., city, state, and ZIP code)		Worker's mailing address (include street address, apt. or suite no., city, state, and ZIP code)	
Trade name	Firm's email address	Worker's daytime telephone number	Worker's email address
Firm's fax number	Firm's website	Worker's alternate telephone number	Worker's fax number
Firm's telephone number (include area code)	Firm's employer identification number	Worker's social security number	Worker's employer identification number (if any)

Note. If the worker is paid for these services by a firm other than the one listed on this form, enter the name, address, and employer identification number of the payer. ► _____

Disclosure of Information

The information provided on Form SS-8 may be disclosed to the firm, worker, or payer named above to assist the IRS in the determination process. For example, if you are a worker, we may disclose the information you provide on Form SS-8 to the firm or payer named above. The information can only be disclosed to assist with the determination process. If you provide incomplete information, we may not be able to process your request. See *Privacy Act and Paperwork Reduction Act Notice* in the separate instructions for more information. **If you do not want this information disclosed to other parties, do not file Form SS-8.**

Parts I-V. All filers of Form SS-8 must complete all questions in Parts I-IV. Part V must be completed if the worker provides a service directly to customers or is a salesperson. If you cannot answer a question, enter "Unknown" or "Does not apply." If you need more space for a question, attach another sheet with the part and question number clearly identified. Write your firm's name (or worker's name) and employer identification number (or social security number) at the top of each additional sheet attached to this form.

Part I General Information

- This form is being completed by: Firm Worker; for services performed _____ to _____ .
(beginning date) (ending date)
- Explain your reason(s) for filing this form (for example, you received a bill from the IRS, you believe you erroneously received a Form 1099 or Form W-2, you are unable to get workers' compensation benefits, or you were audited or are being audited by the IRS). _____

- Total number of workers who performed or are performing the same or similar services: _____ .
- How did the worker obtain the job? Application Bid Employment Agency Other (specify) _____
- Attach copies of all supporting documentation (for example, contracts, invoices, memos, Forms W-2 or Forms 1099-MISC issued or received, IRS closing agreements or IRS rulings).** In addition, please inform us of any current or past litigation concerning the worker's status. If no income reporting forms (Form 1099-MISC or W-2) were furnished to the worker, enter the amount of income earned for the year(s) at issue \$ _____ .
If both Form W-2 and Form 1099-MISC were issued or received, explain why. _____
- Describe the firm's business. _____

Part I General Information (continued)

- 7 If the worker received pay from more than one entity because of an event such as the sale, merger, acquisition, or reorganization of the firm for whom the services are performed, provide the following: Name of the firm's previous owner: _____
 Previous owner's taxpayer identification number: _____ Change was a: Sale Merger Acquisition Reorganization
 Other (specify) _____
 Description of above change: _____

 Date of change (MM/DD/YY): _____
- 8 Describe the work done by the worker and provide the worker's job title. _____

- 9 Explain why you believe the worker is an employee or an independent contractor. _____

- 10 Did the worker perform services for the firm in any capacity before providing the services that are the subject of this determination request?
 Yes No N/A
 If "Yes," what were the dates of the prior service? _____
 If "Yes," explain the differences, if any, between the current and prior service. _____

- 11 If the work is done under a written agreement between the firm and the worker, attach a copy (preferably signed by both parties). Describe the terms and conditions of the work arrangement. _____

Part II Behavioral Control (Provide names and titles of specific individuals, if applicable.)

- 1 What specific training and/or instruction is the worker given by the firm? _____

- 2 How does the worker receive work assignments? _____

- 3 Who determines the methods by which the assignments are performed? _____
- 4 Who is the worker required to contact if problems or complaints arise and who is responsible for their resolution? _____

- 5 What types of reports are required from the worker? Attach examples. _____

- 6 Describe the worker's daily routine such as his or her schedule or hours. _____

- 7 At what location(s) does the worker perform services (for example, firm's premises, own shop or office, home, customer's location)? Indicate the appropriate percentage of time the worker spends in each location, if more than one. _____

- 8 Describe any meetings the worker is required to attend and any penalties for not attending (for example, sales meetings, monthly meetings, staff meetings). _____
- 9 Is the worker required to provide the services personally? Yes No
- 10 If substitutes or helpers are needed, who hires them? _____
- 11 If the worker hires the substitutes or helpers, is approval required? Yes No
 If "Yes," by whom? _____
- 12 Who pays the substitutes or helpers? _____
- 13 Is the worker reimbursed if the worker pays the substitutes or helpers? Yes No
 If "Yes," by whom? _____

Part III Financial Control (Provide names and titles of specific individuals, if applicable.)

- 1 List the supplies, equipment, materials, and property provided by each party:
The firm: _____
The worker: _____
Other party: _____
- 2 Does the worker lease equipment, space, or a facility? **Yes** **No**
If "Yes," what are the terms of the lease? (Attach a copy or explanatory statement.) _____
- 3 What expenses are incurred by the worker in the performance of services for the firm? _____
- 4 Specify which, if any, expenses are reimbursed by:
The firm: _____
Other party: _____
- 5 Type of pay the worker receives: Salary Commission Hourly Wage Piece Work
 Lump Sum Other (specify) _____
If type of pay is commission, and the firm guarantees a minimum amount of pay, specify amount. \$ _____
- 6 Is the worker allowed a drawing account for advances? **Yes** **No**
If "Yes," how often? _____
Specify any restrictions. _____
- 7 Whom does the customer pay? Firm Worker
If worker, does the worker pay the total amount to the firm? **Yes** **No** If "No," explain. _____
- 8 Does the firm carry workers' compensation insurance on the worker? **Yes** **No**
- 9 What economic loss or financial risk, if any, can the worker incur beyond the normal loss of salary (for example, loss or damage of equipment, material)? _____
- 10 Does the worker establish the level of payment for the services provided or the products sold? **Yes** **No**
If "No," who does? _____

Part IV Relationship of the Worker and Firm

- 1 Please check the benefits available to the worker: Paid vacations Sick pay Paid holidays
 Personal days Pensions Insurance benefits Bonuses
 Other (specify) _____
- 2 Can the relationship be terminated by either party without incurring liability or penalty? **Yes** **No**
If "No," explain your answer. _____
- 3 Did the worker perform similar services for others during the time period entered in Part I, line 1? **Yes** **No**
If "Yes," is the worker required to get approval from the firm? **Yes** **No**
- 4 Describe any agreements prohibiting competition between the worker and the firm while the worker is performing services or during any later period. Attach any available documentation. _____
- 5 Is the worker a member of a union? **Yes** **No**
- 6 What type of advertising, if any, does the worker do (for example, a business listing in a directory or business cards)? Provide copies, if applicable. _____
- 7 If the worker assembles or processes a product at home, who provides the materials and instructions or pattern? _____
- 8 What does the worker do with the finished product (for example, return it to the firm, provide it to another party, or sell it)? _____
- 9 How does the firm represent the worker to its customers (for example, employee, partner, representative, or contractor), and under whose business name does the worker perform these services? _____
- 10 If the worker no longer performs services for the firm, how did the relationship end (for example, worker quit or was fired, job completed, contract ended, firm or worker went out of business)? _____

Part V For Service Providers or Salespersons. Complete this part if the worker provided a service directly to customers or is a salesperson.

- 1 What are the worker's responsibilities in soliciting new customers?
- 2 Who provides the worker with leads to prospective customers?
- 3 Describe any reporting requirements pertaining to the leads.
- 4 What terms and conditions of sale, if any, are required by the firm?
- 5 Are orders submitted to and subject to approval by the firm? **Yes** **No**
- 6 Who determines the worker's territory?
- 7 Did the worker pay for the privilege of serving customers on the route or in the territory? **Yes** **No**
 If "Yes," whom did the worker pay?
- 8 If "Yes," how much did the worker pay? \$
- 8 Where does the worker sell the product (for example, in a home, retail establishment)?
- 9 List the product and/or services distributed by the worker (for example, meat, vegetables, fruit, bakery products, beverages, or laundry or dry cleaning services). If more than one type of product and/or service is distributed, specify the principal one.
- 10 Does the worker sell life insurance full time? **Yes** **No**
- 11 Does the worker sell other types of insurance for the firm? **Yes** **No**
 If "Yes," enter the percentage of the worker's total working time spent in selling other types of insurance _____ %
- 12 If the worker solicits orders from wholesalers, retailers, contractors, or operators of hotels, restaurants, or other similar establishments, enter the percentage of the worker's time spent in the solicitation _____ %
- 13 Is the merchandise purchased by the customers for resale or use in their business operations? **Yes** **No**
 Describe the merchandise and state whether it is equipment installed on the customers' premises.

Sign Here ▶ Under penalties of perjury, I declare that I have examined this request, including accompanying documents, and to the best of my knowledge and belief, the facts presented are true, correct, and complete.

▶ _____ Title ▶ _____ Date ▶ _____
 Type or print name below signature.



LAKE COUNTY/CITY AREA PLANNING COUNCIL STAFF REPORT

TITLE: Regional Project Updates

DATE PREPARED: December 7, 2022

MEETING DATE: December 14, 2022

SUBMITTED BY: John Speka, Senior Transportation Planner

BACKGROUND: Below is a summary of current or potential projects staff has been monitoring:

Transit Development Plan (TDP) Update- Currently the only grant funded planning document administered by APC staff, the project was started in early spring and is led by LSC Transportation Consultants. Passenger surveys, as well as community-wide and stakeholder surveys, were conducted by the consultants last summer to gather data on passenger habits, public perceptions, and overall preferences. “Existing conditions” and “community outreach” summaries were completed in the early fall. Most recently, a third technical memo was received analyzing alternatives and options developed by the consultant aimed at improving mobility and transit system efficiency. Both staff and the public will have the chance to comment on the alternatives from that memo, with the preferred alternatives to be developed into recommendations for a final five-year service, capital, and financial plan for LTA.

Konocti Corridor Vehicle Miles Traveled (VMT) Study- Funded through the Overall Work Program, this project is intended to assist with potential grant funding opportunities for highway improvements including or related to the Lake 29 Improvement Project. Given the current State focus on reducing greenhouse gas (GHG) emissions, most grant funding applications now request a discussion of possible impacts related to GHG and Vehicle Miles Traveled (VMT). This project will look at the Konocti Corridor as a whole (including continuing improvements to Lake 29 or traffic calming improvements along the northshore of Clear Lake) and determine how the region will be impacted by shifting interregional through traffic away from the northshore and redirected south of the lake. Headway Transportation was hired to lead the study. To date, they have completed a background analysis (e.g. project and plan reviews, safety data, driveway density, roadway capacity, etc.) with a summary expected prior to today’s APC meeting. A large part of the project will rely on traffic modeling data from an in-progress study led by Caltrans District 1, which is nearing completion and should be ready in the coming months.

Konocti Corridor Equity Analysis Study- Similar to the Konocti Corridor VMT Study, this project will assist in answering potential grant application questions related to issues of “equity.” Initially part of the VMT Study scope of work, it has been separated out as a stand-alone project and is being prepared in-house by APC staff. Traffic modeling data from Caltrans District 1 will also be used to help complete this study.

Lake 29 Improvement Project- Lake APC and District 1 staff continue to seek out appropriate funding opportunities for Segments 2A and 2B of the Lake 29 Improvement Project. Most recently, on November 18, District 1 (with assistance from APC staff) prepared and submitted an application through the Trade Corridor Enhancement Program (TCEP) for the 2B portion of the needed right-of-way funds (\$43.571 million). The TCEP is a State funded source that was initiated as part of SB1 in 2017 focusing on improving trade routes; in this case, for freight movement through the Lake region.

Reconnecting Communities Program- Lake APC, City of Clearlake, and Caltrans District 1 have been looking into possible funding sources for a bicycle/pedestrian overpass on SR 53 near South Center Drive. While not yet listed as part of the Regional Transportation Plan or Active Transportation Plan, the

project was included in the recently completed SR 53 Corridor Study, and would provide a safe passage for bicyclists and pedestrians to cross the highway, including a safe path to reach the new transit center on Dam Road Extension currently in progress.

The next calendar year will have two competitive funding programs that may potentially work for the project. One is the Reconnecting Communities Program through the federal infrastructure bill that is expected to have a call for projects released in the summer of 2023. A 50% match would be required for the project, which would likely cost over \$5 million.

The second program is through the State and is known as “Reconnecting Communities: Highways to Boulevards.” A match would not be required for this program, which could potentially be used 1) to fund the project in its entirety, or 2) for matching funds for the federal program. The State is currently working on guidelines for this program, but the call for projects is expected to be released in January 2023 (deadline around April). Caltrans would most likely need to be the applicant as much of the project would lie within State right-of-way.

A meeting between APC, Caltrans, and City staff is planned for next week to discuss possible roles and next steps.

Sustainable Transportation Planning Grant Program- The next round of Sustainable Transportation Planning Grants was pushed out until January/February 2023. Lake APC staff is still planning to apply for three grants. The first is for a Zero Emission Vehicle (ZEV) Infrastructure Plan to study appropriate locations and corridors to accommodate future charging/alternative fueling stations. This was a project we had considered last year, but chose to put it off while the RTP Update was being completed.

A second application will be for a Ferry Service Feasibility Study for Clear Lake. A similar study was prepared in the late 80s/early 90s, which found the idea to be infeasible at that time. However, we believe that it is worth another look given the change in transportation and transit priorities since that time.

A third application will be made for a Wildfire Evacuation Plan. As mentioned before, unsuccessful attempts were made in the past few years for such a Plan. This cycle, however, will have additional funding available for Adaptation Planning grants, which the project would be better suited for.

ACTION REQUIRED: None, informational only

ALTERNATIVES: None

RECOMMENDATION: None, informational only



LAKE COUNTY/CITY AREA PLANNING COUNCIL STAFF REPORT

TITLE: Pavement Management Program Update and
GIS Linkage Update

DATE PREPARED: 12/07/2022
MEETING DATE: 12/14/2022

SUBMITTED BY: Michael Villa, Project Coordinator

UPDATE:

The Pavement Management Program (PMP) Update conducted by Nichols Consulting Engineers (NCE) is still in the process. At the time of this writing, NCE Staff is working on finalizing the final reports for the City of Clearlake and the City of Lakeport. The expected delivery of both reports is 12/8/2022.

NCE is still working on the first draft of the Lake County PMP update. The completion of the County Pavement Project which is a 5-year plan compliments the PMP update which must be completed before completing the PMP update. Our contract with NCE for this project expired 9/30/2022. The reports have been delayed to allow local agency staff additional time to respond and provide feedback. Lake APC Staff and NCE Staff both agreed on a contract extension that expires 3/31/2023. We believe this is a reasonable amount of time for the completion of the Lake County PMP update. The contract extension did not include an increase in cost.

A summary of the data can be presented following the completion of all the reports.

ACTION REQUIRED: For information and discussion purposes only.

ALTERNATIVES: None

RECOMMENDATION: None

LAKE COUNTY

LAK-VARIOUS – Morrison, Robinson and Kelsey Creek Bridge Widening and Replacement – This \$8.6 million project proposes to widen Morrison (Highway 20) and Robinson Creek Bridges (Highway 29) and replace Kelsey Creek Bridge (Highway 175). The project started construction and is expected to be completed in late 2023.

LAK-20-PM 2.0/2.8 – Blue Lakes Safety Project – This \$15.7 million safety project on Highway 20, adjacent to Blue Lakes, proposes to widen shoulders, improve the horizontal curve, and to construct a sight bench. Environmental clearance was completed on 9/22/20. Project is in design and construction is expected to begin in summer 2023.

LAK-20-PM 5.10/6.0 – Witter Springs Safety Combined – This \$8.91 million construction capital project is the combined construction project for the Lake 20 Shoulders and Bachelor Creek Bridge Rehabilitation projects. Construction occurred through 2021 and is expected to be completed during the 2022 season.

LAK-29-PM 4.15/5.14 – Middletown Multi-Use Path – This project proposes a Class I multi-use trail parallel to Highway 29 on the west side, from Rancheria Road to Central Park Road. The project is administered by the County of Lake with oversight provided by Caltrans. Construction is scheduled to begin this fall.

LAK-29-PM 17.6/18.0 – Lake 29/C Street Left Turn Channelization – This is a safety project initiated in response to a number of collisions occurring at this intersection. This project proposes to provide left turn channelization for northbound traffic on Highway 29 turning onto C Street and provide refuge for eastbound traffic on C Street turning onto northbound Highway 29. Environmental studies are beginning and construction is scheduled for 2026.

LAK-29-PM 23.8/31.6 – Lake 29 Expressway – The scope of this project is to replace 8 miles of existing 2-lane conventional highway with new 4-lane divided expressway on a new alignment. The environmental document was completed in 2016 and covers the entire 8-mile project; however, the project will be constructed in three phases (segments) depending on availability of funding. The first phase (segment 2C = 28.5/31.6) of the project is under construction. The \$53.6 million construction contract was awarded to OC Jones & Sons in November 2019. Design work on the remaining two phases began in July 2018 and has continued to date; however, construction and right of way funds have not been secured.

LAK-29-PM 34.9/35.23 – Kelsey Creek Road Left Turn Channelization – This \$2.9 million safety project proposes to widen the roadway and provide a left turn lane and acceleration lane for Kelsey Creek Road. Final design is complete and the construction contract has been awarded and construction has started.

LAK/MEN-VARIOUS – Lake/MEN County Traffic Management System (TMS) Projects – Combined two traffic management system projects propose to create a backbone wireless communication system in Lake County to improve the current capacity in order to provide accurate and timely data for traffic and travel conditions; including the installation of Changeable Message Signs to notify the public during emergency conditions. The total construction cost is \$4.4 million. Project is in construction and scheduled to be completed 12/2023.

Past Due		Due in 3 Months			Complete		CT Milestone Report - Lake County 9.12.2022														
District	AMS ID	Project Number	Program	PM	County	Route	Post Mile	Nick Name	Legal Description	Work Description	Capital Construction Estimate	Capital Right-of-Way Estimate	Support Cost Estimate	Total Project Cost	Phase	Program Project	Project Approval & Environmental Document (PA&ED)	Right-of-Way Certification (R/W Cert)	Ready To List (RTL)	Begin Construction	End Construction
01	0114000043	01-29811	SHOPP	MATTEOLI, JAIME C	LAK	029	28.5/31.6	Lake 29 Expressway - Safety	IN LAKE COUNTY NEAR KELSEYVILLE FROM 0.6 MILE NORTH OF THE JUNCTION OF SR 29/281 TO 0.6 MILE NORTH OF THE JUNCTION OF SR 29/175	Improve Curve and Upgrade Shoulders	\$42,451,000	\$12,846,000	\$21,396,047	\$76,693,047	PostRTL/Const	01/17/2014	11/30/2016	05/05/2019	05/06/2019	12/02/2019	12/01/2022
01	0114000044	01-29821	STIP	MATTEOLI, JAIME C	LAK	029	28.5/31.6	LAK-29 STIP	IN LAKE COUNTY NEAR KELSEYVILLE FROM 0.6 MILE NORTH OF THE JUNCTION OF SR 29/281 TO 0.6 MILE NORTH OF THE JUNCTION OF SR 29/175	LAK-29 CHILD STIP	\$23,757,000	\$3,003,000	\$4,909,915	\$31,669,915	PostRTL/Const	07/01/1998	11/30/2016	03/06/2019	05/06/2019	12/02/2019	12/01/2022
01	0115000033	01-0E820	SHOPP	KHAMMASH, MANHAL	LAK	VAR	0/0	EAST LAKE CO TMS	IN LAKE COUNTY AT VARIOUS LOCATIONS	UPGRADE TRANSPORTATION MANAGEMENT SYSTEM	\$2,008,000	\$43,000	\$1,590,001	\$3,641,001	PostRTL/Const	10/18/2017	12/31/2019	02/24/2021	04/06/2021	11/02/2021	12/01/2023
01	0115000034	01-0E830	SHOPP	KHAMMASH, MANHAL	VARIOUS	VAR	0/0	MT KONOCTI TMS	IN LAKE AND MENDOCINO COUNTIES AT VARIOUS LOCATIONS	UPGRADE TRANSPORTATION MANAGEMENT SYSTEM	\$2,548,000	\$9,000	\$1,445,500	\$4,002,500	PostRTL/Const	10/18/2017	01/02/2020	02/24/2021	04/06/2021	11/02/2021	12/01/2023
01	0116000013	01-0F490	SHOPP	KHAMMASH, MANHAL	LAK	020	5.7/6.3	Bachelor Creek Bridge	IN LAKE COUNTY NEAR UPPER LAKE FROM 0.1 MILE WEST TO 0.4 MILE EAST OF BACHELOR CREEK BRIDGE	REHAB BRIDGE	\$3,676,000	\$10,000	\$1,343,034	\$5,029,034	PostRTL/Const	10/18/2017	12/17/2018	04/07/2020	06/23/2020	12/09/2020	12/01/2022
01	0116000170	01-0G330	SHOPP	KHAMMASH, MANHAL	LAK	020	5.1/5.8	LAKE 20 SHOULDERS	IN LAKE COUNTY NEAR UPPER LAKE FROM 0.4 MILE WEST OF WITTER SPRINGS ROAD TO 0.3 MILE EAST OF WITTER SPRINGS ROAD	CURVE IMPROVEMENT	\$7,921,000	\$805,000	\$3,673,600	\$12,399,600	PostRTL/Const	06/06/2017	04/03/2019	03/13/2020	06/23/2020	12/09/2020	12/01/2022
01	0118000078	01-29841	STIP	PIMENTEL, JEFFREY L	LAK	029	23.6/26.9	LAK-29 EXPRESSWAY SEGMENT 2A	IN LAKE COUNTY NEAR LOWER LAKE ON ROUTE 29 FROM 3.3 MILES NORTH OF JUNCTION 29/53 TO 1.0 MILE SOUTH OF JUNCTION 29/281	CONSTRUCTION 4-LANE EXPRESSWAY	\$54,500,000	\$14,546,000	\$15,057,046	\$84,103,046	PSE	07/01/1998	11/30/2016	12/01/2026	12/15/2026	07/01/2027	12/01/2030
01	0118000079	01-29831	STIP	PIMENTEL, JEFFREY L	LAK	029	26.1/29.1	LAK-29 EXPRESSWAY 2B	IN LAKE COUNTY NEAR KELSEYVILLE ON ROUTE 29 FROM 1.8 MILES SOUTH TO 1.2 MI NORTH OF JUNCTION 29/281 & ON ROUTE 281 FROM JUNCTION 29/281 TO 0.3 MI WEST OF JUNCTION 29/281	CONSTRUCT 4-LANE EXPRESSWAY	\$51,900,000	\$31,302,000	\$16,136,380	\$99,338,380	PSE	07/01/1998	11/30/2016	12/01/2026	12/15/2026	07/01/2027	12/01/2030
01	0118000117	01-0H840	SHOPP	KHAMMASH, MANHAL	LAK	020	2/2.8	BLUE LAKES SAFETY	IN LAKE COUNTY ABOUT 6 MILES WEST OF UPPER LAKE FROM 0.6 MILE WEST OF IRVINE AVENUE TO 0.1 MILE EAST OF MID LAKE ROAD	IMPROVE CURVE; WIDEN SHOULDER	\$14,241,000	\$560,000	\$10,041,242	\$24,842,242	PSE	12/05/2018	09/22/2020	11/16/2022	12/02/2022	03/22/2023	12/01/2024
01	0118000122	01-0H880	SHOPP	KHAMMASH, MANHAL	LAK	029	R34.9/R35.23	Kelsey Creek L Turn Channelization	IN LAKE COUNTY NEAR KELSEYVILLE FROM KELSEY CREEK BRIDGE TO 0.1 MILE NORTH OF KELSEY CREEK ROAD	LEFT TURN CHANNELIZATION	\$2,005,000	\$11,000	\$3,615,564	\$5,631,564	PostRTL/Const	01/07/2019	05/19/2021	03/04/2022	05/06/2022	08/23/2022	10/01/2023
01	0118000125	01-2982U	SHOPP	MATTEOLI, JAIME C	LAK	029	28.5/31.6	LAK-29 COMBINED	IN LAKE COUNTY NEAR KELSEYVILLE ON RTE 29 FROM 0.6 MI TO 3.7 MILES NORTH OF RTE 281 AND ON RTE 175 FROM SO JCT RTE 29 TO 0.3 MI EAST OF SO JCT RTE 29	CONSTRUCT EXPRESSWAY	\$66,208,000	\$0	\$56,421,072	\$122,629,072	PostRTL/Const	01/17/2014	11/30/2016	05/05/2019	05/06/2019	12/02/2019	01/30/2023
01	0118000172	01-0E081	SHOPP	KHAMMASH, MANHAL	LAK	VAR	0/0	Morrison, Robinson & Kelsey Creek	IN LAKE COUNTY AT VARIOUS LOCATIONS	BRIDGE RAIL & UPGRADE	\$9,447,000	\$130,000	\$10,443,495	\$20,020,495	PostRTL/Const	07/02/2018	06/29/2020	05/19/2021	06/18/2021	10/19/2021	12/01/2023
01	0119000062	01-2983U	SHOPP	MATTEOLI, JAIME C	LAK	029	28.5/31.6	LAK-29 combined mitigation	IN LAKE COUNTY NEAR KELSEYVILLE FROM 0.6 MILE NORTH OF THE JUNCTION OF SR 29/281 TO 0.6 MILE NORTH OF THE JUNCTION OF SR 29/175	ENVIRONMENTAL MITIGATION	\$0	\$0	\$120,179	\$120,179	PostRTL/Const	01/17/2014	11/30/2016	05/05/2019	05/06/2019	12/30/2019	12/30/2027
01	0119000123	01-0J930	SHOPP	KHAMMASH, MANHAL	LAK	029	11.9/23.6	Twin Lakes CAPM	IN LAKE COUNTY NEAR CLEAR LAKE FROM SPRUCE GROVE ROAD TO DIENER DRIVE/ROAD 543	Pavement Class 2 / CAPM	\$20,346,000	\$505,000	\$5,645,742	\$26,496,742	PAED	06/30/2022	05/01/2024	11/03/2025	11/15/2025	02/01/2026	12/01/2027
01	0120000002	01-0G33U	SHOPP	KHAMMASH, MANHAL	LAK	020	5.1/6	Witter Springs Safety Combined	IN LAKE COUNTY NEAR UPPER LAKE FROM 0.4 MILE WEST OF WITTER SPRINGS ROAD TO 0.4 MILE EAST OF BACHELOR CREEK BRIDGE	COMBINED SAFETY AND BRIDGE REHAB	\$8,910,000	\$0	\$10,824,796	\$19,734,796	PostRTL/Const		04/03/2019	04/07/2020	06/23/2020	12/09/2020	01/30/2023

Past Due		Due in 3 Months			Complete																	
CT Milestone Report - Lake County 9.12.2022																						
District	AMS ID	Project Number	Program	PM	County	Route	Post Mile	Nick Name	Legal Description	Work Description	Capital Construction Estimate	Capital Right-of-Way Estimate	Support Cost Estimate	Total Project Cost	Phase	Program Project	Project Approval & Environmental Document (PA&ED)	Right-of-Way Certification (R/W Cert)	Ready To List (RTL)	Begin Construction	End Construction	
01	012000076	01-0G331	SHOPP	KHAMMASH, MANHAL	LAK	020	5.1/5.8	LAKE 20 Shoulders ENV Mitigation	IN LAKE COUNTY NEAR UPPER LAKE FROM 0.4 MILE WEST TO 0.3 MILES EAST OF WITTER SPRINGS ROAD	Mitigation	\$100,000	\$0	\$326,196	\$426,196	PSE		04/03/2019	04/07/2020	01/15/2023	01/16/2023	06/02/2029	
01	012000077	01-0F491	SHOPP	KHAMMASH, MANHAL	LAK	020	5.8/5.8	Bachelor Creek Bridge Mitigation	IN LAKE COUNTY NEAR UPPER LAKE FROM 0.1 MILE WEST TO 0.5 MILE EAST OF BACHELOR CREEK BRIDGE #14-0001	ENVIRONMENTAL MITIGATION	\$0	\$0	\$235,654	\$235,654	PSE		12/17/2018	04/07/2020	01/15/2023	03/15/2023	06/02/2029	
01	0120000105	01-0E83U	SHOPP	KHAMMASH, MANHAL	VARIOUS	VAR	0/0	COMBINED TMS	IN LAKE AND MENDOCINO COUNTIES ON VARIOUS ROUTES AND AT VARIOUS LOCATIONS	Transportation Management Systems	\$4,466,000	\$0	\$5,481,650	\$9,947,650	PostRTL/Const		01/02/2020	02/24/2021	04/06/2021	11/02/2021	12/01/2023	
01	0120000130	01-0K660	OTHER STATE FUNDS	KHAMMASH, MANHAL	LAK	020	16.74/18.02	Lucerne Complete Streets	IN LAKE COUNTY IN LUCERNE FROM 0.1 MILE WEST OF MORRISON CREEK BRIDGE TO 0.1 MILE EAST OF COUNTRY CLUB DRIVE	Lucerne Complete Streets Improvements	\$15,756,000	\$794,000	\$10,256,894	\$26,806,894	PAED	6/1/2024	04/02/2025	12/02/2026	01/15/2027	06/29/2027	12/01/2028	
01	0121000085	01-0L220	SHOPP	KHAMMASH, MANHAL	LAK	029	17.6/18	Lak-29/C St Left Turn Channelization	IN LAKE COUNTY FROM 0.2 MILE SOUTH OF NORTH C STREET-ROAD 141S TO 0.1 MILE NORTH OF C STREET-ROAD 141S	LEFT TURN CHANNELIZATION	\$1,676,000	\$30,000	\$2,958,563	\$4,664,563	PAED	05/19/2022	11/07/2024	07/07/2025	07/22/2025	01/27/2026	12/01/2027	
01	0121000088	01-0L260	SHOPP	KHAMMASH, MANHAL	LAK	029	31.6/52.5	LAKEPORT CAPM	IN LAKE COUNTY NEAR LAKEPORT FROM 0.5 MILE NORTH OF JUNCTION ROUTE 175 TO JUNCTION ROUTE 20	CAPM	\$38,885,000	\$42,000	\$6,946,716	\$45,873,716	PAED	07/01/2024	02/02/2026	03/01/2027	07/15/2027	02/01/2028	04/15/2030	
01	0122000027	01-0L590	SHOPP	KHAMMASH, MANHAL	LAK	029	5/5.9	Middletown Safety	IN LAKE COUNTY NEAR MIDDLETOWN FROM 0.8 MILE SOUTH OF JUNCTION ROUTE 175 TO 0.1 MILE SOUTH OF ST HELENA CREEK BRIDGE #14-0016	WIDEN AND CHANNELIZE	\$4,508,000	\$0	\$2,759,965	\$7,267,965	PID	03/16/2023	10/28/2024	07/01/2026	03/20/2026	11/21/2026	12/01/2027	
01	0122000056	01-0L870	MMBN	BUCK, JENNIFER L	LAK	101	49/55.1	LAK-29 Broadband Middle Mile	BROADBAND MIDDLE MILE IN LAKE COUNTY NEAR MIDDLETOWN FROM 0.2 MILE SOUTH OF ST HELENA CREEK BRIDGE TO JUNCTION 53 NORTH, LOWER LAKE	BROADBAND MIDDLE MILE	\$7,186,000	\$0	\$2,233,851	\$9,419,851	PAED	8/29/2022	06/01/2024	08/01/2024	08/01/2024	12/03/2024	11/01/2026	
01	0122000057	01-0L880	MMBN	BUCK, JENNIFER L	LAK	101	55/64.9	LAK-53 Broadband Middle Mile	BROADBAND MIDDLE MILE IN LAKE COUNTY NEAR CLEARLAKE FROM THE ROUTE 29-53 JUNCTION TO 0.1 MILE SOUTH OF THE ROUTE 20-53 JUNCTION	BROADBAND MIDDLE MILE	\$2,597,000	\$0	\$882,608	\$3,479,608	PAED	8/30/2022	06/01/2024	08/01/2024	08/01/2024	12/03/2024	11/01/2026	
01	0122000059	01-0L900	MMBN	KING, ROBERT W	VARIOUS	020	33.2/44.1	MEN-LAK 4 locations BBMM	BROADBAND MIDDLE MILE IN MENDOCINO AND LAKE COUNTIES ON VARIOUS ROUTES AT VARIOUS LOCATIONS	BROADBAND MIDDLE MILE	\$31,790,000	\$0	\$8,774,817	\$40,564,817	PAED	06/08/2022	08/01/2023	08/01/2024	08/01/2024	12/03/2024	11/01/2026	
01	0122000126	01-0M230	MMBN	BUCK, JENNIFER L	LAK	281	14/17	LAK-281 Broadband Middle Mile	BROADBAND MIDDLE MILE IN LAKE COUNTY NEAR LAKEPORT FROM BEGINNING ADOPTED ROUTE SODA BAY TO THE JUNCTION OF ROUTES 281 AND 20	BROADBAND MIDDLE MILE	\$1,033,000	\$0	\$296,722	\$1,329,722	PAED	8/29/2022	06/01/2024	08/01/2024	08/01/2024	12/03/2024	11/01/2026	

Past Due		Due in 3 Months			Complete		CT Milestone Report - Lake County 9.12.2022															
District	AMS ID	Project Number	Program	PM	County	Route	Post Mile	Nick Name	Legal Description	Work Description	Capital Construction Estimate	Capital Right-of-Way Estimate	Support Cost Estimate	Total Project Cost	Phase	Program Project	Project Approval & Environmental Document (PA&ED)	Right-of-Way Certification (R/W Cert)	Ready To List (RTL)	Begin Construction	End Construction	
01	0100020137	01-45130	MINOR B	GHIDINELLI, CHRISTOPHER M	VARIOUS	VAR	0/0	ROUTES 20/29 DISPOSAL SITES	IN MENDOCINO AND LAKE COUNTIES ON ROUTES 20 AND 29 AT VARIOUS LOCATIONS	DEVELOP DISPOSAL SITES	\$0	\$0	\$63,601	\$63,601	PSE	01/30/2013	07/15/2020					
01	0117000018	01-0G550	MINOR A	FLOYD, KIMBERLY R	LAK	020	26.54/26.63	Clearlake Oaks MGS Guardrail	IN LAKE COUNTY NEAR CLEAR LAKE OAKS AT BERYL WAY	INSTALL GUARDRAIL	\$821,000	\$0	\$2,470,368	\$3,291,368	PostRTL/Const	01/17/2018	08/13/2020	06/22/2021	07/15/2021	12/21/2021	01/01/2023	
01	0117000138	01-0H220	MINOR A	FLOYD, KIMBERLY R	LAK	029	10.08/10.88	Hidden Valley Pull-Outs	IN LAKE COUNTY FROM 0.3 MILE TO 1.2 MILES NORTH OF PUTAH CREEK BRIDGE	CONSTRUCT MAINTENANCE TURN-OUTS	\$1,024,000	\$0	\$1,446,019	\$2,470,019	PSE	04/01/2020	09/08/2021	09/09/2022	10/14/2022	02/08/2023	12/01/2023	
01	0117000227	01-0H470	MINOR B	GHIDINELLI, CHRISTOPHER M	LAK	020	10.9/11.4	Pomo Way Intersection Lighting	IN LAKE COUNTY NEAR NICE FROM 0.3 MILE WEST TO 0.3 MILE EAST OF POMO WAY	INSTALL INTERSECTION LIGHTING	\$168,000	\$6,000	\$211,599	\$385,599	PostRTL/Const		02/26/2019	12/17/2021	02/08/2022	07/13/2022	12/29/2023	
01	0119000007	01-0J310	MINOR B	GHIDINELLI, CHRISTOPHER M	LAK	029	44.6/44.6	LAKEPORT MS OVERLAY	IN LAKE COUNTY NEAR LAKEPORT AT THE LAKEPORT MAINTENANCE STATION	MAINTENANCE STATION OVERLAY	\$265,000	\$0	\$246,441	\$511,441	PostRTL/Const		06/07/2018	12/20/2021	02/11/2022	07/29/2022	12/29/2023	
01	0121000039	01-0K990	MINOR B	GHIDINELLI, CHRISTOPHER M	LAK	020	17.3/17.3	Lucerne Creek Guardrail	IN LAKE COUNTY ON ROUTE 20 AT LUCERNE CREEK RCB	CULVERT REHAB	\$50,000	\$0	\$37,483	\$87,483	PostRTL/Const		02/28/2020	01/03/2021	02/13/2021	10/08/2021	09/08/2022	

Past Due		Due in 3 Months			Complete																
CT Milestone Report - Lake County 9.12.2022																					
District	AMS ID	Project Number	Program	PM	County	Route	Post Mile	Nick Name	Legal Description	Work Description	Capital Construction Estimate	Capital Right-of-Way Estimate	Support Cost Estimate	Total Project Cost	Phase	Program Project	Project Approval & Environmental Document (PA&ED)	Right-of-Way Certification (R/W Cert)	Ready To List (RTL)	Begin Construction	End Construction
01	0121000100	01-0L350	MAJOR DAMAGE	GOFF, TREVOR	LAK	020	26.5/28	Rock Wall Repairs	IN LAKE COUNTY NEAR CLEARLAKE OAKS FROM LAKEVIEW DRIVE TO FOOTHILL BLVD-RD 208M	REPAIR ROCK WALL	\$0	\$0	\$240,698	\$240,698	PostRTL/Const	06/10/2021	06/10/2021	06/10/2021	06/10/2021	06/10/2021	10/03/2023
01	0122000013	01-0L460	MAINTENANCE	GHIDINELLI, CHRISTOPHER M	VARIOUS	VAR	0/0	HM4 - TMS Enhancement	IN DEL NORTE, HUMBOLDT, LAKE, AND MENDOCINO COUNTIES AT VARIOUS LOCATIONS	TMS ENHANCEMENTS	\$540,000	\$0	\$339,890	\$879,890	PAED		09/15/2022	09/22/2022	10/15/2022	01/01/2023	11/01/2023
01	0122000051	01-0L820	MAJOR DAMAGE	GOFF, TREVOR	LAK	020	24/28	Lucerne Rock Wall Repair	IN LAKE COUNTY NEAR LUCERNE FROM LINDEN STREET-ROAD 222C TO OAK GROVE AVENUE-ROAD 208C	REPAIR/RESTORE ARCHED STONE BARRICADE WALL	\$0	\$0	\$373,642	\$373,642	PostRTL/Const	12/01/2021	12/01/2021	12/01/2021	12/01/2021	12/06/2021	11/01/2022

CT Milestone Report - Lake County 9.12.2022

Past Due		Due in 3 Months			Complete													
District	AMS ID	Project Number	Program	PM	County	Route	Post Mile	Nick Name	Legal Description	Work Description	Administering Agency	Phase	Program Project	Project Approval & Environmental Document (PA&ED)	Right-of-Way Certification (R/W Cert)	Ready To List (RTL)	Begin Construction	End Construction
01	0116000114	01-OG000	OVERSIGHT	BUCK, JENNIFER L	LAK	029	4.15/5.14	Middletown Path	IN LAKE COUNTY IN MIDDLETOWN FROM RANCHERIA ROAD TO CENTRAL PARK ROAD	CONSTRUCT MULTI-USE PATH	County of Lake	PostRTL/Const	04/08/2016	07/11/2019	12/28/2021	02/08/2022	06/01/2022	12/15/2022



LAKE COUNTY/CITY AREA PLANNING COUNCIL

Lisa Davey-Bates, Executive Director
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Planning: Suite B ~ 707-263-7799

TECHNICAL ADVISORY COMMITTEE MEETING Draft Meeting Minutes

Thursday, October 20, 2022
9 a.m.

Meeting held via Zoom (note that it was a hybrid meeting)

Present

James Sookne, Lake Transit Authority
Scott DeLeon, County of Lake, Public Works Director
Olivia Grupp, City of Lakeport
Tasha Ahlstrand, Caltrans District 1
Mireya Turner, County of Lake (Community Development Director)
Adeline Leyba, City of Clearlake, Public Works Director
Dave Swartz, City of Clearlake (Engineering Consultant)
Jenni Byers, City of Lakeport (Community Development Director)

Absent

Efrain Cortez, California Highway Patrol
Ron Ladd, City of Lakeport
Alan Flora, City of Clearlake
Dean Meester, Caltrans District 1

Also Present

Lisa Davey-Bates, Lake Area Planning Council
Nephele Barrett, Lake Area Planning Council
Michael Villa, Lake Area Planning Council
Alexis Pedrotti, Lake Area Planning Council
John Speka, Lake Area Planning Council
Jody Lowblad, Lake Area Planning Council
Kyle Finger, Caltrans District 1
Rex Jackman, Caltrans District 1
Mike Khammash, Caltrans District 1
Dianne Edwards, Caltrans District 1
Alex Simmons, Caltrans District 1
Trevor Opprezzo, Caltrans District 1
Laurie Fisher, Lake Links
Lars Ewing, Lake County Public Services
Bianca Hutner, Blue Point Planning
Lauren Schmidt, Blue Point Planning

1. **Call to order**
The meeting was called to order at 9:03 a.m.
2. **Approval of May 26, 2022 Minutes**

Motion by James, seconded by Tasha, and carried unanimously to approve the May 26, 2022, minutes as written.

3. Lake County Trail Master Plan

Lars Ewing with Lake County Public Services department is working with consultants Blue Point Planning to prepare a Lake Counties Parks & Recreation Trail Master Plan. Lake County has about two dozen parks countywide that need improvements. In order to know what kind of improvements the community would like to see he will do a survey, then take that data and prioritize the info into projects that can be completed yearly. The plan will build off the Konocti Regional Trail Master Plan Study that was done about 10-12 years ago, while also adding a recreational component to include various recreational programs in the plan. Lars would like Lake APC to be involved with this project as a means of improving transportation networks to the parks such as bus stop, routes or possible shuttles to get the community more involved with local parks and trails. Lars will be holding focus groups/steering committees and APC/LTA are encouraged to attend these meetings to help provide feedback for the project. It is also hoped that trails from the project can eventually be incorporated into the Active Transportation Plan in order to be eligible for future funding opportunities.

4. 2% Bike and Pedestrian Funds

Alexis went over the 2% of Local Transportation Funds (LTF) estimate that are set aside for bicycle and pedestrian purposes once administration has been funded in the Lake APC's budget.

This year (FY 2022/23) a total of \$21,875 was allocated to the 2% Bike and Pedestrian Account. In addition, funding from the previous year in the amount of \$24,413 was not allocated to a specific project or local jurisdiction. Therefore, a total of \$46,288 is currently available for bike and pedestrian purposes.

To provide a bit of history, the following allocations have occurred over the past several fiscal years. Also note that funds were rescinded in Fiscal Year 2009/10 due to the recession.

- 2015/16 to 2020/21: City of Lakeport - \$143,857 (\$128,857 New Funds + \$15,000 14/15 Allocation) (full balance remaining)
- 2012/13 to 2014/15: County of Lake - \$51,181 (full balance remaining)
- 2012/13 to 2014/15: City of Lakeport - \$15,000 Requested to re-allocate in FY 20/21.
- 2011/12: City of Clearlake – \$20,728
- 2010/11: City of Clearlake – \$20,751
- 2009/10: Bike and Ped Funds in the amount of \$54,038 Rescinded and used for transit purposes
- 2007/08: County of Lake – \$29,202
- 2006/07: City of Clearlake – \$80,334

TAC Members may choose to open the Call for Projects or recommend the funding remain in the 2% Bike and Pedestrian Account. If the TAC chooses to move forward with a call for projects, the application will be distributed in the winter, with a six-week deadline. If multiple projects requests are submitted, they will be reviewed and ranked during a future meeting.

Alexis needs a recommendation to move forward with the call for projects or to continue reserving funds for future and the board requested to continue reserving funds for future. The TAC recommended continuing reserving the funds for future projects.

5. Announcements and Reports

a. Lake APC

i. Update on Planning Grant

John went over current and proposed grant projects. The Transit Development Plan, funded by the Sustainable Transportation Planning Grant Program, included passenger, community-wide and stakeholder surveys conducted by the consultants to gather data on passenger habits, public perceptions, and overall preferences. Combined with “existing conditions” and “transit demand” analyses, alternatives will be evaluated to address passenger and operational needs. The results of the research will ultimately be used in a 5-year operating plan for LTA.

John discussed the Konocti Corridor Equity Analysis Study; this project will assist in answering potential grant application questions related to issues of “equity.” Initially part of the VMT Study scope of work, it has since been separated out as a stand-alone project that will be prepared in-house.

John further discussed how Lake APC has been working with District 1 staff to find funding for the Segments 2A and 2B of the Lake 29 Improvement Project. The best option at this time is the Trade Corridor Enhancement Program (TCEP), it’s a state funded source that was initiated as part of SB1 in 2017 focusing on improving trade routes; in this case, for freight movement through the Lake region. With the assistance of Caltrans HQ nominating the Lake 29 project as a priority to be considered for the TCEP program, D1 staff (with APC assistance) has been preparing a grant application to fund right-of-way for Segment 2B.

ii. Miscellaneous – None

b. Lake Transit Authority

i. Transit Hub Update

James reported that the environmental study for CEQA was adopted in September and following the adoption the 30 day comment period closed in the beginning of October with no comments received. James then had a meeting with Caltrans to go over the next steps of the project and to shoot for allocations at the next CTC meeting. The next steps are allocating designs and that’s set for January.

ii. Current Transit Projects

James reported that the soft launch for the contactless payment system is set for November; this will be on the entire dial a ride and fixed routes. If all goes well James and Lisa will advertise and set up educational programs on how to use this system by the 1st of the year.

iii. Miscellaneous. None

c. Caltrans

i. District 1 Middletown Safety Project

Alex and Dianne stated that the purpose of the project is to improve safety for all roadway users, and reduce the frequency and severity of collisions along this segment of SR 29 between postmile 5.0 and 5.9 (Middletown's Main Street). This project proposes HMA overlay, shoulder widening, left turn channelization, a two way left turn lane, new/modified curb ramps, bulb outs, approximately 1,050 feet of new sidewalk, and pedestrian activated rectangular rapid flashing beacons. This project is in the beginning stages, and it will take around four years to complete, this project is funded by headquarters traffic safety and they have already received 4.6 million dollars in funding.

ii. Review of Draft Electronic Corridor Management Plan, 20-29-53-20 Principal Arterial Corridor

Rex with Caltrans updated the TAC on a new web-based pilot program called the Corridor Management Plan. The map based platform will help to educate communities on projects that are going on in their areas, with the first version focusing on the Principal Arterial Corridor. It will allow Caltrans to analyze changes in the data as they are updated instead of relying on a static document updated periodically. As things change the maps in the program will automatically be updated. A workshop before tribes and governmental agencies will be scheduled soon to demonstrate how it works. Lisa mentioned that Lake PAC would review and provide comments as well.

iii. Lake County Projects Update

Mike updated the TAC on current Caltrans projects. The Kelsey Creek left turn channelization is under construction and the combined Transportation Measurement Systems (TMS) for Lake and Mendocino County is ongoing. The Bachelor Valley/Whitter Springs bridge project and it will be completed at the end of November 2022 and Caltrans will be starting the Blue Lake improvements the March of 2023.

iv. Miscellaneous - None

d. Regional Housing Update

John gave an update on the REAP 1.0 program letting TAC know that Clearlake received money for housing related projects. The County and the City of Lakeport also have funds that are to be used for similar projects such as zoning code updates or online facilitation programs. There is also a new REAP 2.0 version with a pot of competitive funding available (30 million) for rural areas of the state including Lake County. The deadline to apply for the funding is December 31. John offered to help with any questions on the application should there be an interest.

e. Local Agency Updates - None

6. Information Packet

i. Grant Opportunities

John reported that there are several new grant programs available as listed in his staff report.

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** – November 17, 2022
9. **Adjourn Meeting** – Meeting adjourned at 10:27 a.m.

Respectfully Submitted,

Jody Lowblad
Lake Area Planning Council



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SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL (SSTAC) MEETING Draft Meeting Minutes

Tuesday, March 22, 2022
2:00 p.m.

Zoom video/audio conference

Present: Paul Branson – Chair, Dena Eddings-Green, Karen Dakari, Melinda Lahr

Absent: Clarissa Kincy, Pastor Shannon Kimble-Auth

Non-SSTAC Attendees: Destiny Preston (Caltrans), Tatiana Ahlstrand @ 2 :21PM (Caltrans)

Staff Present: James Sookne

1. Call to Order and Introductions

The meeting was called to order at 2:06 p.m. Introductions were made.

2. Public Input

None.

3. Approval of Draft January 18, 2022 SSTAC Meeting Minutes

Melinda motioned, Paul seconded, to approve the January 18, 2022, minutes as presented. Approved unanimously.

4. FY 2022/23 Unmet Transit Needs Process

The FY 21/22 list was reviewed at the January SSTAC meeting and updates were given on progress that's been made on a few of the needs. The following identified unmet need was added to the draft FY 22/23 list: Earlier service to Ukiah for medical appointments, criminal justice appointments, and courses and Mendocino College.

James provided LTA's response to the list of potential unmet needs for FY 22/23 and discussed the recommended findings as follows:

1. Eastbound service to Spring Valley

This is something that will be studied during the current update to the Transit Development Plan.

2. Eastbound service, allowing people to connect with service to the Sacramento area

Service for this segment had been included in two unsuccessful TIRCP grant applications that were submitted by the Shasta Regional Transportation Authority (SRTA). LTA is currently working with neighboring agencies including Humboldt Transit Authority (HTA), Mendocino Transit Authority (MTA), Redwood Coast Transit, Trinity Transit, and SRTA to close transit gaps across northern California, including this segment. This need is currently unreasonable to meet due to a lack of funding; however, once a schedule is developed, the next step will be to find funding.

3. Non-Emergency Medical Transportation in outlying areas

In the latest round of 5310 funding, the current NEMT program was revamped to include both in and out-of-county NEMT trips. The new program will be a combination of service provided by LTA as well as a

volunteer driver program (VDP). The hope is that most trips provided through the VDP with service by LTA being a backup service. This is currently unreasonable to meet but that will change if LTA is successful with their 5310 application.

4. Non-Emergency Medical Transportation to out of county locations.

This need has been partially met but the existing NEMT program. There are still some locations, such as Sacramento, that we don't go to. The current program isn't as efficient as it could be, which is why the program was revamped in the more recent 5310 application. If LTA is successful and Lake Links can develop a VDP, the program will be able to expand to additional destinations.

5. Fixed route service on Sundays

It is currently unreasonable to meet due to a lack of information. This is something that will be studied in the current update to the TDP.

6. Expanded transit service and Mobility Training to accommodate job placement for developmentally disabled.

This is currently not considered an unmet need since there should be enough service between existing fixed route and paratransit service through LTA, service from People Services, or transportation provided by Redwood Coast Regional Center. There aren't many places of employment for the developmentally disabled that are open outside of LTA's existing hours of operation.

7. NEMT after normal business hours

This will require additional study by LTA, Lake Links, and/or the APC to determine if this is truly an unmet need or just an issue that arises from time to time.

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.

This is currently found to be unreasonable to meet and should be studied further in the current TDP update. However, this may change if Lake Links is successful with their 5310 application for the Pay Your Pal and Volunteer Driver Program.

9. Earlier service to Ukiah for medical appointments, criminal justice appointments, and courses at Mendocino College

This is currently found to be unreasonable to meet due to a lack of data and should be studied further in the TDP update.

Paul asked that to make sure to include how #s 3, 4, and 8 are in the process of changing with the current round of 5310 funding. Karen made a motion to accept FY 22/23 list of unmet needs as modified. Dena seconded and the motion carried unanimously.

5. Update on Lake Links

a. Mobility Manager Report

Clarissa is out on maternity leave and isn't expected back until May 1, 2022. Paul is the Interim CEO during this time. The programs are still up and running and Ashlee is doing a great job keeping things running. The Board has been submitting grant applications to find additional funding to keep the existing programs and develop new ones. Russ Cremer and Paul did a presentation to the Red Bud Health Care District and they approved a request for \$25,000 to help keep Medi-Links running until the new funds become available. Additionally, Lake Links submitted a grant to the AARP, received \$5,000 from the Lakeport Rotary, and will be approaching the County to request some ARPA funds.

Their current 5310 applications are for mobility management and a revamped Pay Your Pal and Volunteer Driver Program. The new PYP/VDP will cover all non-NEMT trips, whether they're out of necessity or for social/recreational trips. The same VDP will be used to provide NEMT trips paid for by LTA's 5310 grant.

6. **Update on Lake Transit Projects and Grants**

LTA applied for a new 5310 grant to continue the NEMT program. The environmental work is ongoing the transit hub project and should be done in the fall. In conjunction with the Lake APC, LTA has started work on the 2022 update to the Transit Development Plan.

7. **Update on Lake Transit Authority (LTA) Meetings**

a. **May 9, 2022 meeting**

There isn't much on the agenda for the upcoming meeting. LTA will be temporarily reducing service due to a lack of drivers. Paratransit Services lost five drivers in two weeks for various reasons. This reduction should only be for about 3-4 weeks. James went over the proposed changes included in this reduction.

8. **Update on Human Services Transportation Programs**

a. **People Services**

People Services are looking for people who want to work and can pass a drug test. Due to the pandemic, a lot of their programs are on hold.

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

Paul stopped by the Lake Links office to pick up brochures and talked to Ashlee. She is getting daily referrals from IHSS clients and stating that the client can get mileage reimbursement without providing any details. He's hoping someone from social services can help clarify this on their end. Dena stated that the IHSS workers should already be able to claim travel time through the program and that getting reimbursed for milage through the PYP program could be considered double-dipping. Melinda suggested that someone from Lake Links due a presentation for IHSS to help clarify what is available through Lake Links.

James mentioned that the following two SSTAC roster spots are open:

- Potential transit user 60 years or older
- Potential transit user that is disabled.

Paul suggested advertising these spots on the buses.

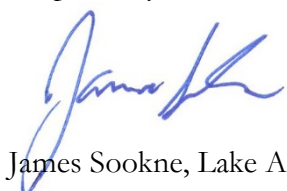
10. **Discuss next meeting Date:** Paul suggested that the next meeting be sometime before the fall, when the next Unmet Needs process begins. Karen agreed with Paul and said they should shoot for a meeting in June.

11. **Announcements/Good of the Order**

None

12. **Adjourn SSTAC Meeting** - Meeting adjourned at 2:48 p.m.

Respectfully Submitted,



James Sookne, Lake APC Administration