



LAKE COUNTY/CITY AREA PLANNING COUNCIL TAC STAFF REPORT

TITLE: Second Amendment to FY 24/25 Overall Work Program

DATE PREPARED: 9/17/24

MEETING DATE: 9/19/24

SUBMITTED BY: Alexis Pedrotti, Project Manager

BACKGROUND:

As you may recall, the Final Overall Work Program (*totaling \$664,090*) was adopted by Lake APC on May 15, 2024; the Board recently adopted the First Amendment to the Overall Work Program (totaling \$1,014,666) on August 14, 2024; now staff is presenting a Second Amendment to the Overall Work Program for FY 2024/25. Included in the proposed Second Amendment is one minor item for consideration to reduce the Dow & Associates Planning Consultant contract to reflect the new contract amount approved in June.

The Lake APC Board has recently completed the Administrative and Planning Services procurement process, selecting Davey-Bates Consulting for Administration and Fiscal Services and Dow & Associates for Planning Services. With the contracts now finalized and approved, staff is requesting an amendment to the Overall Work Program to reflect the actual contract amounts. This amendment will decrease the APC Planning Staff budget by \$50,000. These available funds have been allocated to the Project Reserve.

This amendment did not increase or decrease the FY 2024/25 Overall Work Program total from \$1,014,666, it simply shifted some funding to the Project Reserve. Details are shown in **bold** and ~~strike out~~ on the attached Amended Overall Work Program Financial Sheets. *Hard copies of the full amendment will be available upon request.*

ACTION REQUIRED: Review and make a recommendation to the Lake APC Board on the proposed Second Amendment to the FY 2024/25 OWP, for APC's consideration at their October 9, 2024 meeting.

ALTERNATIVES: The TAC may recommend revisions to the proposed Amended OWP.

RECOMMENDATION: Recommend that APC Board approve the Second Amendment to the 2024/25 Overall Work Program.

/ajp

encls: (Proposed) FY 2024/25 Second Amended OWP Financial Sheet

LAKE COUNTY WORK PROGRAM SUMMARY OF FUNDING SOURCES BY WORK ELEMENT

WE	Title	State RPA	State RPA C/O	State PPM	Local LTF	Other	Total Costs
600	Regional Planning & Intergovernmental Coordination	\$ 132,000	\$ 4,442	\$ -	\$ -	\$ -	\$ 136,442
		\$ 124,500	\$ -	\$ -	\$ -	\$ -	\$ 128,942
601	TDA Activities & Coordination	\$ -	\$ -	\$ 17,100	\$ 54,783	\$ -	\$ 71,883
		\$ -	\$ -	\$ -	\$ 34,783	\$ -	\$ 51,883
602	Transit Planning	\$ 20,000	\$ 7,879	\$ -	\$ -	\$ -	\$ 27,879
603	Lake Co. Zero Emission Vehicle Infrastructure Plan	\$ -	\$ -	\$ -	\$ 22,940	\$ 177,060	\$ 200,000
604	Lake County Project Reserve Funds	\$ -	\$ -	\$ 12,500	\$ 37,500	\$ -	\$ 50,000
605	Federal & State Grant Prep., Monitoring & Assistance	\$ 10,210	\$ -	\$ 23,000	\$ 43,014	\$ -	\$ 76,224
		\$ -	\$ -	\$ -	\$ 25,514	\$ -	\$ 58,724
606	Speed Zone Studies	\$ 12,500	\$ -	\$ -	\$ -	\$ -	\$ 12,500
607	Special Studies	\$ 35,000	\$ 6,797	\$ 14,000	\$ 32,484	\$ -	\$ 88,281
608	Planning, Programming, & Monitoring	\$ -	\$ -	\$ 53,413	\$ 5,246	\$ -	\$ 58,659
		\$ -	\$ -	\$ 48,413	\$ -	\$ -	\$ 53,659
609	Sustainable Transportation Planning	\$ 8,500	\$ 1,940	\$ -	\$ -	\$ -	\$ 10,440
610	Active Transportation	\$ 10,790	\$ 132	\$ -	\$ -	\$ -	\$ 10,922
611	Pavement Management Program Update	\$ -	\$ -	\$ 7,500	\$ -	\$ -	\$ 7,500
		\$ 7,500	\$ -	\$ -	\$ -	\$ -	\$ 7,500
612	Technology Support Services	\$ -	\$ -	\$ -	\$ 10,264	\$ -	\$ 10,264
613	Transportation Information Outreach & Public Participation	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000
614	Infra Cost & Bus Perfor. Analysis of Electric & Hydro Buses	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ 50,000
615	Lake County Wildfire Evacuation & Preparedness Plan	\$ -	\$ -	\$ -	\$ 20,002	\$ 154,373	\$ 174,375
616	Training	\$ -	\$ -	\$ -	\$ 14,297	\$ -	\$ 14,297
617	Regional/Active Transportation Plan Update (NEW)	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
	Totals	\$ 294,000	\$ 21,190	\$ 115,013	\$ 253,030	\$ 331,433	\$ 1,014,666
		\$ 294,000		\$ 115,013	\$ 253,030		\$ 1,014,666

**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	\$ 9,442	\$ -	\$ -	\$ 125,000	\$ 2,000	\$ 136,442
		\$ -	\$ -	\$ -	\$ 117,500	\$ -	\$ 128,942
601	TDA Activities & Coordination	\$ 744	\$ -	\$ -	\$ 58,023	\$ 13,116	\$ 71,883
		\$ -	\$ -	\$ -	\$ 38,023	\$ -	\$ 51,883
602	Transit Planning	\$ -	\$ -	\$ -	\$ 27,879	\$ -	\$ 27,879
603	Lake Co. Zero Emission Vehicle Infrastructure Plan	\$ -	\$ -	\$ -	\$ 7,500	\$ 192,500	\$ 200,000
604	Lake County Project Reserve Funds	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000
605	Federal & State Grant Preparation, Monitoring & Assistance	\$ 7,495	\$ 13,000	\$ 397	\$ 55,332	\$ -	\$ 76,224
			\$ -		\$ 37,832	\$ -	\$ 58,724
606	Speed Zone Studies	\$ -	\$ -	\$ -	\$ -	\$ 12,500	\$ 12,500
607	Special Studies	\$ 35,311	\$ 5,000	\$ 6,173	\$ 41,797	\$ -	\$ 88,281
608	Planning, Programming, & Monitoring	\$ 13,659	\$ -	\$ -	\$ 45,000	\$ -	\$ 58,659
		\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ 53,659
609	Sustainable Transportation Planning	\$ -	\$ -	\$ -	\$ 10,440	\$ -	\$ 10,440
610	Active Transportation	\$ -	\$ -	\$ -	\$ 10,922	\$ -	\$ 10,922
611	Pavement Management Program Update - Software	\$ -	\$ -	\$ -	\$ -	\$ 7,500	\$ 7,500
612	Technology Support Services	\$ 3,400	\$ -	\$ 5,000	\$ -	\$ 1,864	\$ 10,264
613	Transportation Information Outreach & Public Participation	\$ -	\$ -	\$ 30,000	\$ 5,000	\$ -	\$ 35,000
614	Infra Cost & Bus Perfor. Analysis of Electric & Hydro Fuel Cell Buses (Carryover)	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000
615	Lake Co. Wildfire Evacuation & Preparedness Plan (Carryover)	\$ -	\$ -	\$ -	\$ 11,566	\$ 162,809	\$ 174,375
616	Training	\$ -	\$ -	\$ -	\$ -	\$ 14,297	\$ 14,297
617	Regional/Active Transportation Plan Update (NEW)	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ 30,000
Totals		\$ 70,051	\$ 18,000	\$ 41,570	\$ 428,459	\$ 456,586	\$ 1,014,666
					\$ 378,459	\$ 506,586	\$ 1,014,666