



# LAKE COUNTY/CITY AREA PLANNING COUNCIL

Lisa Davey-Bates, Executive Director  
[www.lakeapc.org](http://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

Wednesday, February 12, 2025  
9:00

**Primary Location: Lake Transit Authority  
9240 Highway 53, Lower Lake, California**

**Alternate Conference Location:**

Caltrans-District 1  
1656 Union Street  
Eureka, California

**Zoom Login:**

**Dial-in number: 1 (669) 900-6833 / Meeting ID: 835 7720 5817# Passcode: 672773**

*(Zoom link provided to the public by request.)*

Public comments will be accepted in person and through teleconference during the meeting on any agenda item when public comment is invited by the Chair.

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1. Call to Order/Roll Call
  2. Adjourn to Policy Advisory Committee
  3. Election of officers – Chair and Vice-Chair, Member-at-Large Vacancy and Standing Committees – Executive Committee and California Association of Councils of Governments (CalCOG)

### **PUBLIC EXPRESSION**

4. Public input on any item under the jurisdiction of this agency, but which is not otherwise on the agenda

### **CONSENT CALENDAR**

5. Approval of December 11, 2024 Minutes

### **REGULAR CALENDAR**

6. Discussion and Recommended Approval of the Carbon Reduction Program (*Villa*)
7. Authorization to Release Fiscal Year 2025/26 Draft Transportation Planning Overall Work Program (OWP) for Review, Comment & Circulation (*Pedrotti*)

### **RATIFY ACTION**

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

### **REPORTS**

10. Reports & Information:
  - a. Lake APC Planning Staff
    - i. Planning Projects (Speka)
    - ii. Miscellaneous
  - b. Lake APC Administration Staff
    - i. Next Meeting Date – **March 12, 2025** (*Lakeport*)

- ii. Miscellaneous
- c. Local Agency Updates
- d. Lake APC Directors
- e. Caltrans
  - i. SR 29 Project Update (Pimentel)
  - ii. Transit Planning Update (*Saskia Rymer Burnett*)
  - iii. Lake County Project Status Update (*Ahlstrand*)
  - iii. Miscellaneous
- f. Rural Counties Task Force
  - i. Next Meeting Date – **March 14** (Teleconference)
- g. California Transportation Commission
  - i. Next Meeting Date – **March 20 – 21** (*Sacramento*)
- h. California Association of Councils of Governments (CalCOG)
  - i. CDAC Meeting – **April 11** (*Hybrid*)
  - ii. CalCOG Board of Directors Meeting – **March 5** (*Monterey*)
  - ii. Regional Leadership Forum – **March 5 – 7** (*Sacramento*)
- i. Miscellaneous

## INFORMATION PACKET

- 11. a) 1/16/25 Lake TAC Minutes

## ADJOURNMENT

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### 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: February 6, 2025

### Attachments:

*Agenda Item#3 – Staff Report*

*Agenda Item #5 – 12/11/24 Lake APC Draft Minutes*

*Agenda Item #6 – Staff Report, Project Alignment, Cost Estimate & Map*

*Agenda Item #7 – Staff Report*

*Agenda Item #10ai – Staff Report*

*Information Packet – #11 a) 1/16/25 Lake TAC Minutes*



## LAKE COUNTY/CITY AREA PLANNING COUNCIL STAFF REPORT

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**TITLE:** Election of Officers

**DATE PREPARED:** February 5, 2025

**MEETING DATE:** February 12, 2025

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**SUBMITTED BY:** Lisa Davey-Bates, Executive Director

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### **BACKGROUND:**

There are no set terms for members to serve on the Lake Area Planning Council (APC). Historically, both of the city councils and the Board of Supervisors make two appointments annually from their respective membership to serve on the Lake APC. During the first meeting of each year, the APC members nominate and approve members to serve as Chair and Vice-Chair to the Lake APC.

The Board of Supervisors also makes the appointments for the two Member-at-Large positions. Those seats are appointed every other year, or when a vacancy occurs. The Board of Supervisors also appoints an alternate Member-at-Large in the event that one of the other members is unable to attend. Unfortunately, a vacancy still exists for the Member-at-Large position.

Appointments to the Lake APC's Executive Committee are made annually during the first meeting of the year once appointments as Chair and Vice-Chair to the APC have been made. The Committee is comprised of three members: Chair, Vice-Chair, and a third representative to provide a regional balance. This committee meets on occasion when specific topics need more individualized dialogue before consideration by the full APC Board.

Lastly, a delegate and alternate are appointed to represent Lake APC on the California Association of Councils of Governments (CalCOG). CalCOG is a statewide association representing 50 regional planning agencies and council of governments. The delegate, or alternate, representing the APC is only expected to attend one or two meetings each year to provide local input on regional, State and Federal issues and policies being supported by CalCOG.

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### **ACTION REQUIRED:**

1. Hear all nominations of the office of Chair. A second is not required to nominate.
  2. Discuss any questions. Move, second and vote to close nominations.
  3. If multiple nominations are made, move, second and vote on each nomination until a motion carries.
  4. Repeat process for Vice-Chair to the Lake APC, Executive Committee Members, and appointments to CalCOG.
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### **ALTERNATIVES:**

None identified.

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### **RECOMMENDATION:**

I recommend the APC Board of Directors make the above-mentioned appointments to the Lake APC, Executive Committee and CalCOG. Once elections are made, the newly elected Chair presides over the meeting.



# LAKE COUNTY/CITY AREA PLANNING COUNCIL

Lisa Davey-Bates, Executive Director  
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## LAKE COUNTY/CITY AREA PLANNING COUNCIL (APC) (DRAFT) MEETING MINUTES Wednesday, December 11, 2024

**Location:** Lake Transit Authority  
9240 Highway 53  
Lower Lake, California & Zoom

**Teleconference Locations:**  
525 South Main Street Suite B, Ukiah  
Caltrans District 1, 1656 Union St., Eureka

### Present

Bruno Sabatier, Supervisor, County of Lake  
Moke Simon, Supervisor, County of Lake  
Stacey Mattina, City Council Member, City of Lakeport  
Russ Cremer, City Council, City of Clearlake  
Kenneth Parlet, Council Member, City of Lakeport

### Absent

Russell Perdock, Council Member, City of Clearlake

### Also Present

Lisa Davey-Bates, Executive Director – Lake APC  
James Sookne, Admin Staff – Lake APC  
Alexis Pedrotti, Admin Staff – Lake APC  
Charlene Parker, Admin Staff – Lake APC  
Samuel Gaytan, Project Manager – Paratransit Services

### Attending via Zoom

Nephele Barrett, Planning Staff – Lake APC  
John Speka, Planning Staff – Lake APC  
Michael Villa, Planning Staff – Lake APC  
Jaclyn Christian, Admin Staff – Lake APC  
Blake Batten, Caltrans District 1 (Policy Advisory Committee)  
Jeff Pimentel – Caltrans District 1  
Saskia Rymer Burnett, Transit Planner – Caltrans District 1  
Adeline Leyba, Public Works Department – City of Clearlake  
Glen March, Director of Public Works – County of Lake  
Danny Wind, Pedestrian and Bicycle Advisory Committee Member

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### 1. Call to Order/Roll Call

Chair Mattina called the meeting to order at 9:02 a.m. Secretary Charlene Parker called roll.  
Members present: Sabatier, Simon, Cremer, Mattina, Parlet

### 2. RuralREN (Regional Energy Network) North

Lisa provided an update on the Rural Regional Energy Network (RuralREN) North, a partnership Lake APC joined with Mendocino Council of Governments, Redwood Coast Energy Authority and Redwood Coast Energy Authority (RCEA) to improve energy efficiencies in Lake County, but particularly in the rural hard to reach areas. Since the business plan was approved by the California Public Utilities Commission (CPUC), RuralREN North partners have been meeting multiple times per week to discuss changes to the updated Bylaws and Memorandum of Agreement (MOA), budgets and implementation plans. They have 120 days to submit a letter of advice. The original memorandum of understanding for RuralREN will be dissolved, and the new MOA, reviewed by all legal counsels, is presented today. The CPUC allocated \$33.1 million for RuralREN North through 2027, as proposed in the business plan. A four-year budget is being developed by RuralREN North's governing partners. To begin implementation, \$249,928 in funding must be approved through Resolution 24-25-13. This resolution also authorizes the Executive Director to sign the pre-launch contract and other agreements with RCEA as Lead Administrator. Additionally, the agreement between Davey-Bates Consulting and Lake APC will need to be amended to manage the new program. Attached are the scope, timeline, and budget for review and approval.

Director Sabatier expressed concern about the program's structure, which requires unanimous approval from governing partners for budget amendments and revisions, calling it an unusual concept. He noted that typically, decisions require a majority vote to prevent a single dissenting member from obstructing progress, and that differing perspectives should be encouraged. He felt that the unanimous approval requirement in the bylaws might be a barrier. Lisa responded that while there had been extensive discussion on this, the aim was to reach unanimous agreement. However, if unanimity isn't possible, a three-quarters majority approval is required. If this becomes problematic, the bylaws can be amended.

Additionally, the group discussed topics such as hiring employees, project funds, budgets, education, housing, and the commercial and public sectors.

- a) *Director Sabatier made a motion to approve Authorizing Executive Director to Execute Memorandum of Agreement (MOA) and Bylaws Established by Governing Partners of RuralREN North, as presented. The motion was seconded by Director Simon and carried unanimously.  
Roll Call Vote: Ayes (5)-Directors Sabatier, Simon, Cremer, Mattina, Parlet, Noes (0); Abstain (0); Absent (1) Director Perdock*
- b) *Director Sabatier made a motion to approve the Adoption of Resolution No. 24-25-13 Allocating Fiscal Year 2024/25 Funds Received to Implement RuralREN North Programs and Authorizing Executive Director to Execute Subsequent Funding Agreement(s) with Redwood Coast Energy Authority as the Portfolio Administrator, as presented. The motion was seconded by Director Simon and carried unanimously.  
Roll Call Vote: Ayes (5)-Directors Sabatier, Simon, Cremer, Mattina, Parlet, Noes (0); Abstain (0); Absent (1) Director Perdock*
- c) *Director Sabatier made a motion to approve Amendment No. 1 to the Agreement for Professional Services between Lake Area Planning Council and Davey-Bates Consulting to Include RuralREN North (RRENN) Staffing Services, as presented. The motion was seconded by Director Simon and carried unanimously.  
Roll Call Vote: Ayes (5)-Directors Sabatier, Simon, Cremer, Mattina, Parlet, Noes (0); Abstain (0); Absent (1) Director Perdock*

**3. Adjourn to Policy Advisory Committee**

Chair Mattina adjourned to the Policy Advisory Committee (PAC) at 9:22 a.m. to include Caltrans District 1 staff and allow participation as a voting member of the Lake APC.

*Director Simon made a motion to adjourn to the Policy Advisory Committee. The motion was seconded by Director Cremer and carried unanimously.*

**PUBLIC EXPRESSION**

**4. Public input on any item under the jurisdiction of this agency, but which is not otherwise on the agenda.**

Danny Wind, a member of the public, took the opportunity to emphasize the importance of safety. He proposed scheduling a field trip to visit locations of serious and fatal collisions throughout the county, particularly those involving bicycles or pedestrians with car crashes, to raise awareness of these areas. He stressed the need for a more targeted, people-centered approach to traffic and transportation planning.

**CONSENT CALENDAR**

**5. Approval of November 13, 2024 Draft Minutes**

**6. FY 2024/25 Lake APC Budget Second Amendment**

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

*Roll Call Vote: Ayes (6)-Directors Sabatier, Simon, Cremer, Mattina, Parlet, Blake Matton (PAC), Noes (0); Abstain (0); Absent (1) Director Perdock*

**7. Approval of the Lake APC Meeting Calendar**

Lisa Davey-Bates presented the draft calendar for review to identify any potential conflicts and highlighted the two dates scheduled for field trips. The meetings in April and October are planned with the possibility of including a field trip and suggested that this could be revisited at a future meeting. Additionally, she mentioned the opportunity to consider activities beyond simply visiting completed projects, or those with secured funding.

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

*Roll Call Vote: Ayes (6)-Directors Sabatier, Simon, Cremer, Mattina, Parlet, Blake Matton (PAC), Noes (0); Abstain (0); Absent (1) Director Perdock*

**8. Honoring Departing Directors for their Service**

Chair Mattina recognized Russ Perdock and Moke Simon for their continued support and dedication as board members of the Lake Area Planning Council and read the wording in each of their proclamations:

Russ Perdock

*On behalf of Lake APC, we recognize and appreciate your dedicated service on the Board of Directors as an elected representative of the City of Clearlake from January 2015 through December 2024. Special recognition for*

*your sincere kindness, dedication, and strong leadership in transportation planning; contributions to the community by improving transit services; and advancing the region's transportation improvement objectives to meet the demands and goals of Lake County*

**Moke Simon:**

*On behalf of Lake APC, we recognize and appreciate your dedicated service on the Board of Directors as an elected representative of the Lake County Board of Supervisors from January 2017 through December 2024.*

*Special recognition to acknowledge your contributions to public transit, cultural awareness and sensitivity, compassion, and welcoming spirit in efforts to achieve regional transportation improvement objectives throughout Lake County.*

**RATIFY ACTION**

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

Chair Mattina adjourned the Policy Advisory Committee at 9:55 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 Cremer and carried unanimously.*

**REPORTS**

**11. Reports & Information**

**a. Lake APC Planning Staff**

**i. Planning projects**

John Speka gave a brief update on the current projects.

**Wildfire Evacuation and Preparedness Plan:**

The preparation and evacuation plan for wildfires is progressing. In early November of last year, staff had initially concluded the project's public outreach phase. However, after consulting with the SSTAC members, it was decided to extend the outreach for another month to better reach elderly community members, those confined to their homes, and individuals with disabilities who hadn't had the opportunity to complete the online survey. Pastor Shannon Kimbell-Auth played a key role in collaborating to distribute paper copies of the survey through Meals on Wheels programs and senior centers. To ensure these groups were properly represented in the survey results, the outreach continued until December 20th.

**Zero Emission Vehicle (ZEV) Infrastructure Plan:**

Lake APC was awarded a Sustainable Transportation Planning Grant to develop a countywide Zero Emission Vehicle (ZEV) Infrastructure Plan. Staff released an RFP for consultant services on October 25, received proposals, and expected to have a consultant on board by early January.

Staff also plans to resubmit an application for a Tribal Transportation Needs Study as part of this year's sustainable transportation planning grant program, after an unsuccessful submission last year. The study will address transportation needs within and adjacent to tribal lands, benefiting both tribal communities and the region, while improving communication and prioritization of tribal needs.

Additionally, John has been assisting the County of Lake on the South Main Street Soda Bay Road project with a RAISE grant. John noted that the County hired a consultant to assist

with writing the grant, which is due by the end of January.

**Regional Transportation Plan (RTP)/Active Transportation Plan Updates**

John reported that the updates to the Regional Transportation Plan (RTP) and Active Transportation Plan (ATP) are still in the early stages of their update. Staff are currently working on revisions to the goals, objectives, and policies. There will be extensive discussions in the coming months, with the majority of his time in the upcoming year dedicated to updating the RTP and ATP.

*ii.* Miscellaneous

**b. Lake APC Administration Staff**

- i.* **Next Meeting Date** – January 8, 2025 (*Lakeport*)  
Lisa announced that we typically do not meet in January.

- ii.* **Miscellaneous**

**c. Local Agency Updates**

Adeline Leyba reported that three paving projects are currently underway: One in the Ballpark area near Redbud Park and two in the Clearlake Park area. Additionally, staff have applied for a Local Partnership Program (LPP) grant and are preparing to submit another RAISE grant for the construction of the Dam Rd Roundabout.

Glen March reported that a consultant has been hired to draft the RAISE grant for the South Main Street Soda Bay Road project. He also expressed gratitude to Caltrans staff, Scott Elmore, for his support with the grant application. In February, staff will ask APC staff to present to the County Board of Supervisors.

Director Sabatier confirmed the County's support for the RAISE grant application, noting that the letter of support is expected to be on the Board of Supervisors' agenda in the coming months.

Roundabouts were discussed, particularly large, expensive roundabouts, and that there was a much higher-level of need for simplified versions of less expensive roundabouts. The small roundabouts are often referred to as traffic circles, and they don't have the design requirements as those needed for a full-fledged roundabout. It was noted that traffic circles are typically put on residential or low-volume streets without lower traffic volumes. There are a lot of conflicting opinions in jurisdictions where traffic circles were installed. In some instances, they were removed as a result of residents' complaints.

**d. Lake APC Directors**

Director Parlet expressed appreciation for the work along the North Shore and for the added safety of the crosswalks from the new flashing lights in several locations. Unfortunately, there is a need for more locations because lighting is a major problem on that stretch of highway. Members discussed the importance of safety for pedestrians and cyclists and thanked Danny Wind for proposing a walking tour of the area.

**e. Caltrans**

- i.* **Update Transit Planning Update:**  
Saskia Rymer-Burnett introduced herself as the new transit planner for Caltrans District 1, serving as the point for transit agencies and regional transportation planning agencies (RTPAs). At this time, the Office of Transit Planning is involved with getting consultants on board to start work with the districts on the district transit plans. Additionally, Caltrans, through the California Integrated Travel Project (Cal-ITP), is providing licenses



for transit scheduling and planning software. Transit agencies are encouraged to apply if they're interested in getting these licenses. Staff sent out an email to transit agencies last week reminding them to enroll, and included links to the application forms. Saskia encouraged staff to reach out to her or Tasha if there were any questions.

*ii.* **Lake County Project Status Update:**

Blake Batten provided a brief update on the Highway 20 Blue Lake Safety project which was under construction. Currently there is one-way traffic with signals, and that will remain in place until the end of January, when the retaining wall is expected to be complete. The contractor will start working on the culvert and realignment, with the anticipated completion in December of next year.

Additionally, the 2025/2026 Sustainable Transportation Planning Grant cycle is now open. Award announcements are anticipated in the summer of 2025, and applications are due on January 20th. Virtual sessions for questions and application assistance are being hosted by Caltrans.

Jeff discussed the ongoing work for Segment 2B of the Lake 29 project, focusing on the right-of-way requirements. Caltrans staff are working on finalizing these requirements and right-of-way engineering. By April of next year, they plan to prepare appraisal mapping. In addition, staff applied for the next round of the Trade Corridors Enhancement Program (TCEP). Jeff mentioned this last time the application was not successful, however this application was to secure construction, capital, and if successful, the project would have all phases funded. Jeff noted that an announcement of awarded projects is expected in the spring whether or not we were successful.

*iii.* **Miscellaneous:**

e. **Rural Counties Task Force**

- i. Next Meeting Date – January 17 (*Teleconference*)

f. **California Transportation Commission**

- i. Next Meeting Date – January 30 -31 (*Sacramento*)

g. **California Association of Councils of Governments (CalCOG)**

- i. CDAC Meeting – January 29 (*Hybrid*)
- ii. CalCOG Board of Directors Meeting – March 5 (*Sacramento*)
- iii. Regional Leadership Forum – March 5 – 7 (*Sacramento*)

h. **Miscellaneous**

None.

**12. INFORMATION PACKET**

- a) 11/21/24 Draft Lake TAC Minutes

**ADJOURNMENT**

The meeting was adjourned by Chair Mattina at 10:17 a.m.

Respectfully Submitted,

***DRAFT***

Charlene Parker, Administrative Associate



## LAKE COUNTY/CITY AREA PLANNING COUNCIL STAFF REPORT

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**TITLE:** Carbon Reduction Program (CRP)

**DATE PREPARED:** 2/05/2025

**MEETING DATE:** 2/12/2025

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**SUBMITTED BY:** Michael Villa, Regional Project Coordinator

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**BACKGROUND:** The Carbon Reduction Program (CRP) is a federal funding source provided by the Federal Highway Administration (FHWA) available for award by the RTPA. The purpose of the CRP is to reduce transportation emissions through the development of State carbon reduction strategies and by funding projects designed to reduce transportation emissions.

The Lake County region has \$118,677 in Cycle 1 for the FFY 2022 apportionment and \$121,050 in Cycle 2 for the FFY 2023 apportionment which comes to a total of \$239,727. Funds are available for obligation for a period of 3 years after the last day of the fiscal year for which the funds are authorized. CRP funds can be combined with other eligible USDOT funds that support the reduction of transportation emissions.

On November 26<sup>th</sup>, 2024, a call for projects was announced with a deadline for January 13, 2025 at 5pm, where Lake APC received one application from the City of Clearlake. Supporting documentation is provided along with this staff report. A brief description of the project description is below:

**Project Name:** Burns Valley Sidewalk Project

**Location:** Burns Valley Road on the west side behind Safeway

**Scope of Work:** The project consists of pedestrian and bicycle safety improvements along Burns Valley Road in the City of Clearlake. This will include the construction of curb, gutter and sidewalk, as well as bike lanes and striping.

**Project Cost:** \$175,350

**Requesting:** \$175,350

At the January Lake TAC meeting, members reviewed the project application and recommended approval by the Lake APC Board.

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**ACTION REQUIRED:** Yes.

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**ALTERNATIVES:** Do not approve proposed project and utilize funding for other purposes.

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**RECOMMENDATION:** Approve the City of Clearlake's Burns Valley Sidewalk Project.

**Carbon Reduction Program (CRP)**

Project Alignment Confirmation

**Project Alignment Confirmation  
Carbon Reduction Strategy (CRS) for CRP Project**

**Agency Information**

Local Agency Name: City of Clearlake

County: Lake Congressional District(s): 4

Caltrans Dist.: 1 MPO<sup>1</sup> (RTPA, if no MPO): \_\_\_\_\_

Contact<sup>2</sup> Name: Adeline Leyba

Title: Public Works Director

Phone No.: 707-994-8201 (Office)  (Cell) \_\_\_\_\_

Email: aleyba@clearlake.ca.us

**Project Information**

Project Name: Burns Valley Sidewalk Project Fed-Aid No: \_\_\_\_\_

Location: Burns Valley Road on west side

**Scope of Work**

The project will consist of pedestrian and bicycle safety improvements along Burns Valley Road in the City of Clearlake. This will include the construction of curb, gutter and sidewalk, and add bike lanes and striping.

**CRP Funds Programming**

	Prior	2022	2023	2024	2025	2026	Beyond
PE					10,000		
RW							
CON						160,350	
CE						5,000	

**Schedule**

PE	[mm/yyyy]	RW	[mm/yyyy]	CON/CE	[mm/yyyy]
Authorize PE	12/01/2024	Authorize RW		Authorize CON	04/01/2026
Beg. Work	12/15/2024	Beg. Work		Award	05/01/2026
NEPA Doc.	04/01/2025	RW Cert.		Beg CON.	06/01/2026
PS&E Bid Pkg.	07/01/2025			FROE	12/01/2026

Requesting "Flex" FTA funding transfer (for transit, transit related, and multi-modal projects)<sup>3</sup>

<sup>1</sup> For urban area specify MPO; for rural area specify MPO or RTPA. Must have jurisdiction where project is located.  
<sup>2</sup> Enter the local agency contact to contact to answer any questions regarding this form and proposed project.  
<sup>3</sup> See FHWA CRP Guidance Section C, No. 3 for more information.

**Carbon Reduction Program (CRP)**

## Project Alignment Confirmation

**Local Agency Certification** ( Burns Valley Sidewalk Project )

I affirm the information in this form is correct and true to the best of my knowledge. I certify this project complies with the Carbon Reduction Program Implementation Guidance, located on the Division of Local Assistance's Carbon Reduction Program (CRP) web page, and with other guidance, provided on, or linked to, the CRP web page. I understand reimbursable work for project phase of work shall not commence until a Request for Authorization (E76) for the project phase of work has been authorized by FHWA, and we have received the respective E-76 Notice to Proceed.

Signature: Adeline LeybDigitally signed by Adeline Leyb  
Date: 2025.01.16 13:13:56 -08'00'Name Date: Adeline LeybaJob Title: Public Works DirectorAgency: City of ClearlakePhone & Email: 707-994-8201 Ext. 341 aleyba@clearlake.ca.us**Distribution: Submit this form to MPO, or Rural RTPA without MPO, per their instructions****MPO, or Rural RTPA without MPO, Use Only****MPO Certification (or RTPA Certification for rural areas without an MPO)**

I affirm the local agency has consulted with us, the ( Enter MPO or RTPA\* Here ), which represents the area where this project is located. In coordination with the local agency, and after careful review and consideration, we have decided to fund this project with our apportioned CRP funds. We, further understand the authority to select which CRP projects to fund, using our CRP designated apportionments, rests solely with the MPO, or RTPA for rural areas without an MPO, and cannot be delegated. We certify we have developed a competitive, performance-driven project selection process that aligns with the California Transportation Carbon Reduction Strategy, and that it was used to select this project for CRP funding. We further affirm the project selection process is documented, in writing, and is available to FHWA and Caltrans upon request. (*For local agencies in rural areas where there is no MPO, the RTPA shall serve as the MPO for development of the Regional Carbon Reduction Strategy (CRS) and CRP project selection process.*)

Signature: \_\_\_\_\_

Name Date: \_\_\_\_\_

Job Title: \_\_\_\_\_

Agency: \_\_\_\_\_

Phone &amp; Email: \_\_\_\_\_

**Distribution: DLA-HQ Program Coordinator**

**Carbon Reduction Program (CRP)**

Project Alignment Confirmation

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**Director's Office of Equity, Sustainability & Tribal Affairs (ESTA) (HQ) Use Only**

**CRS- CRP Project Alignment Confirmation**

The signature below confirms this CRP project Enter MPO or RTPA\* Here aligns with the California Carbon Reduction Strategy

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Job Title: \_\_\_\_\_

**Distribution: MPO (or Rural RTPA without MPO), DLA-HQ Program Coordinator**

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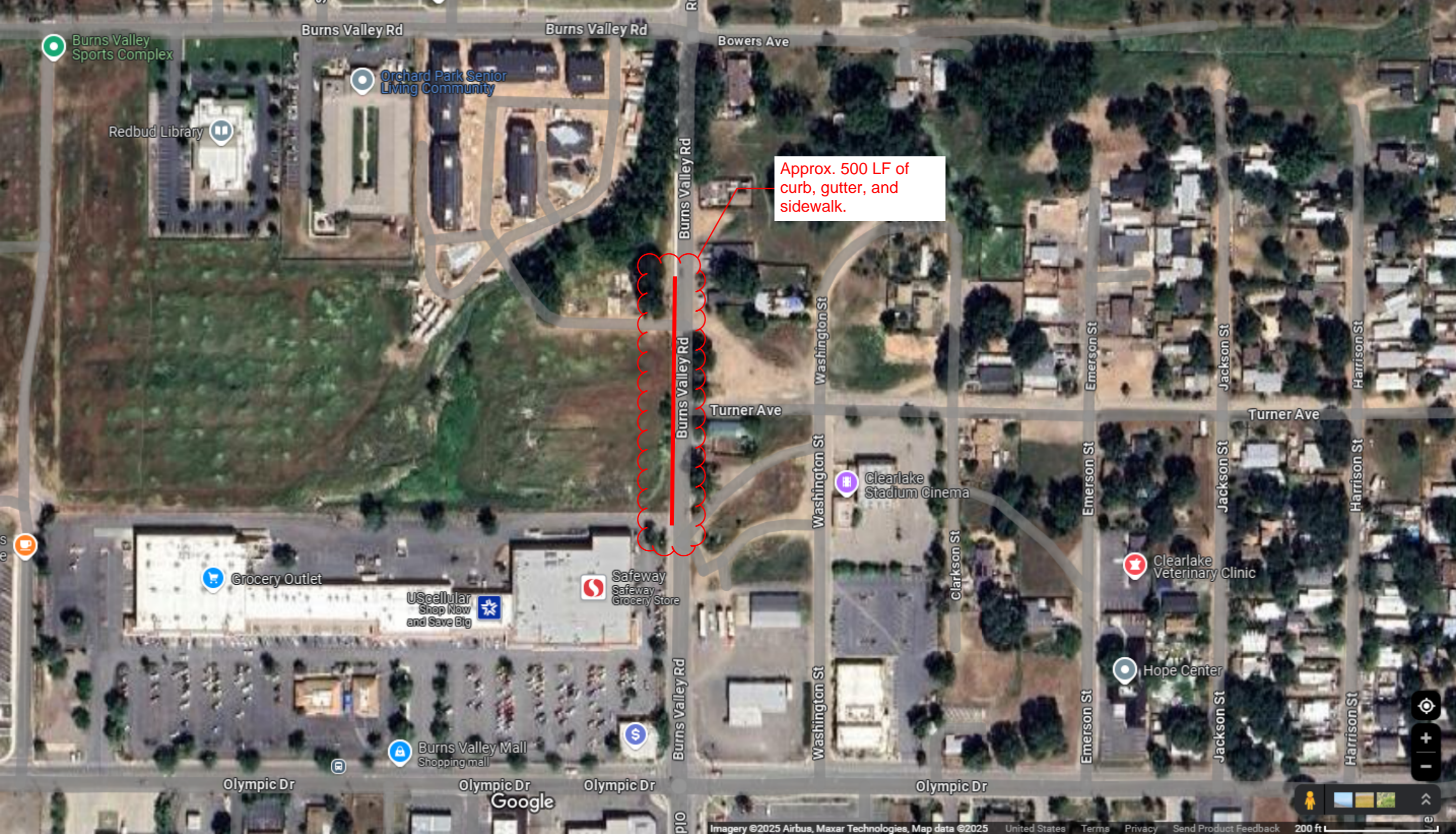
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**City of Clearlake**

**Burns Valley Sidewalk Project**

**Preliminary Cost Estimate**

<b>Item No.</b>	<b>Item Description</b>	<b>Estimated Quantity</b>	<b>Unit of Measure</b>	<b>Unit Cost</b>	<b>Item Total</b>
1	Mobilization	1	LS	\$15,000.00	\$15,000.00
2	Traffic Control System	1	LS	\$10,000.00	\$10,000.00
3	Curb and Gutter	500	LF	\$105.00	\$52,500.00
4	Sidewalk	2,250	SF	\$25.00	\$56,250.00
5	Striping	1	LS	\$7,500.00	\$7,500.00
Subtotal					\$141,250.00
10% Contingency					\$14,100.00
Preliminary Engineering/CE					\$15,000.00
Tribal Monitoring Cost					\$5,000.00
<b>Total Construction Cost</b>					<b>\$175,350.00</b>



Burns Valley Sports Complex

Orchard Park Senior Living Community

Redbud Library

Approx. 500 LF of curb, gutter, and sidewalk.

Grocery Outlet

UScellular Shop Now and Save Big

Safeway Safeway Grocery Store

Clearlake Stadium Cinema

Clearlake Veterinary Clinic

Hope Center

Olympic Dr

Olympic Dr

Olympic Dr

Olympic Dr



# LAKE COUNTY/CITY AREA PLANNING COUNCIL

## STAFF REPORT

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**TITLE:** FY 2025/26 Draft Transportation Planning Overall Work Program  
Authorization to Release for Review, Comment, and Circulation

**DATE PREPARED:** 2/4/2025  
**MEETING DATE:** 2/12/2025

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**SUBMITTED BY:** Alexis Pedrotti, Project Manager

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### **BACKGROUND:**

As the Regional Transportation Planning Agency in Lake County, one of Lake APC's regional responsibilities is the management of the Overall Work Program, a requirement of Caltrans, Office of Regional Planning. Typically, in the first week of December Lake APC releases the call for planning projects for the upcoming Overall Work Program. Unfortunately, after evaluating the estimated funding availability for FY 2025/26, and considering APC's current obligations in the upcoming year, it was determined there was not enough funding available to conduct a competitive application process.

TAC Members did discuss the upcoming FY 2025/26 Overall Work Program at the TAC Meeting on January 16, 2025, and directed staff to begin moving forward in developing the draft document. After the Technical Advisory Committee has a chance to review and comment on the Draft FY 2025/25 Overall Work Program at the February Meeting, staff will present it to the APC Board for further review. The Draft OWP will include routine Lake APC planning staff work elements, a local match reserve for grant awards and larger scale projects, such as the Pavement Management Program Update. There may be the potential of carryover funding that would augment the current year's funding.

The Draft OWP document is due to Caltrans by February 28<sup>th</sup>. A requirement of the submittal process is for the RTPA to obtain authorization from the Governing Board to release the draft document to Caltrans for review, comment and circulation. Unfortunately, the February due date does not allow time to bring the draft OWP back to the Lake APC Board for approval before the TAC has had time for their final review at their February 20<sup>th</sup> meeting. Therefore, we are seeking authorization from the Board to release the draft if recommended by the TAC in February. This is not approval of the OWP itself, just authorization to submit a draft for comment.

The APC Board will ultimately have an opportunity to review the draft in March and make comments or recommendations. However, this advanced authorization allows staff the opportunity to submit the draft document on time to Caltrans, after allowing the TAC sufficient time to review and comment.

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### **ACTION REQUIRED:**

Give authority to APC Staff to release the FY 2025/26 Draft Overall Work Program (OWP) for review, comment, and circulation, following a recommendation at the February TAC meeting.

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### **ALTERNATIVES:**

Don't authorize APC Staff to release the Draft Overall Work Program for review, comment, and circulation and provide alternative suggestions.

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### **RECOMMENDATION:**

Give authority to staff to release the FY 2025/26 Draft Overall Work Program (OWP) for review, comment, and circulation, following a recommendation at the February TAC meeting.





# LAKE COUNTY/CITY AREA PLANNING COUNCIL

## STAFF REPORT

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**TITLE:** Update on Current Planning Projects

**DATE PREPARED:** February 5, 2025

**MEETING DATE:** February 12, 2025

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

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**BACKGROUND:** Below is a summary of current or potential projects and grant opportunities staff has been monitoring:

**Wildfire Evacuation and Preparedness Plan-** The outreach component of the project was extended through much of December as a means of capturing additional information regarding home bound seniors or disabled residents. As a result, an extra 55 surveys were added to the over 200 already received. The next steps will involve the preparation of a draft Plan that includes transportation analyses of evacuation routes. When complete, the draft will be brought back to the public and stakeholders for review and comment.

**Zero Emission Vehicle (ZEV) Infrastructure Plan-** A grant was received last year through the Sustainable Transportation Planning Grant program for a Zero Emission Vehicle Infrastructure Plan. The project will examine the region's existing ZEV charging/fueling infrastructure and develop a plan to guide future expansion in this area. A consulting firm was selected to lead the project (ICF) and contract negotiations are in the process of being finalized prior to an official project kick-off.

**Tribal Transportation Needs Study-** After an unsuccessful application last year, Lake APC staff re-applied for a Tribal Transportation Needs Study through this year's cycle of the Sustainable Transportation Planning Grant program. The project is intended help tribes to determine priority projects that could improve the means of transportation either to or within tribal lands. The application was submitted on January 22 and awards are expected to be announced in the summer.

**Rebuilding American Infrastructure with Sustainability and Equity-** Staff provided assistance to both the County and the City of Clearlake in preparing applications for the federal Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant program. The County is seeking additional funding for its South Main St/Soda Bay Rd project, while Clearlake is similarly requesting additional funds for construction of the Dam Road Roundabout. Both grants will be used to supplement projects that have received State Transportation Improvement Program (STIP) funds over the years, and both are also considered priority projects for the region per past resolutions of the APC Board. Applications were due at the end of last month.

**State Route 53 Corridor Priority Projects Outreach Study-** Funded through the Overall Work Program (OWP), an RFP for consulting services was released on February 4 to conduct a public outreach study. By gathering concerns and insights of community members, the project will focus on safety projects along the SR 53 corridor within the city limits of Clearlake to develop a set of priorities and potential projects.

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**ACTION REQUIRED:** None, informational only

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**ALTERNATIVES:** None

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**RECOMMENDATION:** None, informational only



# LAKE COUNTY/CITY AREA PLANNING COUNCIL

Lisa Davey-Bates, Executive Director  
[www.lakeapc.org](http://www.lakeapc.org)

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## TECHNICAL ADVISORY COMMITTEE MEETING Meeting Minutes

Thursday, January 16, 2025  
9:00 a.m.

### Primary Location:

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

### Teleconference Locations:

525 South Main Street Suite B, Ukiah  
Caltrans District 1, 1656 Union St., Eureka  
City Council Chamber, 14050 Olympic Drive, Clearlake

### **Present**

James Sookne, Lake Transit Authority  
Blake Batten, Caltrans District 1  
Adeline Leyba, City of Clearlake (Public Works Department)  
Trystan Hayes, City of Clearlake (Public Works Department)  
Victor Fernandez, City of Lakeport (Community Development, Associate Planner)  
Mireya Turner, County of Lake (Community Development Director)

### **Absent**

Glen March, County of Lake (Public Works Director)  
Ron Ladd, City of Lakeport  
Efrain Cortez, California Highway Patrol  
Alan Flora, City of Clearlake (City Manager/Community Development)  
Dave Swartz, City of Clearlake (Contract Engineer)

### **Also Present**

Lisa Davey-Bates, Lake Area Planning Council  
Nephele Barrett, Lake Area Planning Council  
John Speka, Lake Area Planning Council  
Michael Villa, Lake Area Planning Council  
Alexis Pedrotti, Lake Area Planning Council

- 1. Call to order**  
The meeting was called to order at 9:02 a.m.
- 2. Approval of November 21, 2024, Minutes**  
*Motion by Blake, seconded by Adeline, and carried unanimously to approve the November 21, 2024, minutes.*
- 3. Update on FY 2024/25 Overall Work Program (OWP) Expenditures to Date**  
Lexi discussed the status of projects and expenditures at the mid-year point of the fiscal year. Neither Lakeport nor the County have been spending down their allotted expenditure amounts in the OWP. This could lead to problems depending on the funding source. For

instance, Rural Planning Assistance (RPA) or Planning, Programming and Monitoring (PPM) funds can't be fully carried over at the end of a fiscal year, leaving about six months to report expenditures or money will potentially need to go back to the State.

**4. Discussion on FY 2025/26 Overall Work Program (OWP)**

Call for Projects are normally sent out to the agencies in December, although this year they have been held back for a couple of reasons. The first was touched on in the previous item when Lexi discussed how OWP funds were not being spent down for the current (FY 24/25) fiscal year. The second reason is due to available funding being down for the upcoming year. RPA funding will stay consistent at \$294,000, PPM funding at around \$68,000 (or \$2,000 less than last year), and Local Transportation Funds (LTF) which wasn't fully known yet, is expected to be similar estimating about \$50,000 for the OWP from those funds. In total, about \$412,000. However, several commitments will need to be covered (e.g. staff contracting, direct expenses, potential grant matches, set asides, etc.) which will leave an approximate shortfall of \$66,062. By reducing set aside amounts or tapping into reserve funds, money can still be made available for the upcoming year, although it is not something to be relied on in the long run. The bottom line is fewer funds are available. Projects such as the pavement management program (PMP)(which can be updated next year) would typically warrant a portion of the budget to be set aside as it would otherwise require a significant share of next year's funds. While not necessarily required, the TAC has historically supported the project which has benefits for each of the region's public works agencies. A draft of the 25/26 OWP will be brought back to the TAC in February for a recommendation so that it can be submitted to Caltrans by the March 1 due date.

Lisa discussed the potential for alternative PMP methods using AI technology that were currently being explored that could involve cost savings. General discussion on PMP options and funding issues followed.

**5. Carbon Reduction Program (CRP) Funding- Discussion and Recommendation**

Michael discussed the federal origins of the program, with the purpose of reducing transportation emissions. There have been two cycles of the program, which accumulated around \$240,000 for the region. Cycle one funds must be obligated by September 30, 2025, and spent by September 30, 2030. Lake APC put out a Call for Projects in late November 2024, and at the deadline (January 13, 2025) had received one submittal from the City of Clearlake for the Burns Valley Sidewalk Project. Adeline discussed the project involving sidewalk construction connecting apartment complexes, the Senior Center and a soon to be constructed sports complex to Olympic Drive. The City is requesting approximately \$175,000 of the available funds. Scoring sheets were sent out to TAC members to evaluate the project. Victor mentioned that Lakeport Planning was not able to complete the scoring, but that he had spoken to Ron who was unable to attend today's meeting. As noted by Victor, Ron felt the project fit the program criteria but questioned whether the project could meet the NEPA timelines. He also asked about right-of-way needs. Adeline mentioned that a current project in the same area is reviewing similar NEPA questions and believed that this review could be used for the CRP/NEPA requirements. Nephele asked whether right-of-way would need to be purchased for the project. Adeline noted that it would be within an area already owned by the City for the sports complex. James asked whether \$5,000 (as stated in Clearlake's submittal) would be enough for tribal monitoring. Adeline felt it would be given the relatively small amount (500 feet) of area needing to be excavated. The TAC was next asked how they scored the project. Blake started by saying Caltrans scored it fairly high (36 out of 40) based on its consistency with the program guidelines and the RTP. Mireya with County Community Development hadn't had a chance to score it. James

mentioned he'd score it at 38 given how it fits the program guidelines. Adeline noted how Alan (not present but providing score to Adeline) gave it a 40. Finally, the TAC was asked for a recommendation for approval to the Board which was unanimously provided.

*Motion by Blake, seconded by Victor, and carried unanimously to approve the City of Clearlake's request for CRP funds.*

## 6. Announcements and Reports

### a. Lake APC

#### i. Update on Planning Grants

**Wildfire Evacuation and Preparedness Plan:** John reported that the consultants were in the process of preparing a draft of the plan. Outreach was conducted for much of the summer and fall through surveys and presentations. The outreach period was extend through December after discussing with the Social Services Transportation Advisory Council (SSTAC) in order to target homebound seniors or disabled residents who possibly unaware of the project previously. An additional 55 surveys were completed as a result.

**Zero Emission Vehicle (ZEV) Infrastructure Plan:** John also reported that Lake APC staff was finishing up the procurement process negotiating contract details with ICF Consulting. The project would be starting fairly soon and John informed TAC members that he'd be contacting several of them to serve of the project's Technical Advisory Group (TAG).

John mentioned also that a newest cycle of Sustainable Transportation Planning Grants had a deadline of January 22 for applications and that APC staff was re-applying for a Tribal Transportation Needs Study that was unsuccessful last year.

**Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Program:** Finally, John mentioned that APC was assisting consultants with the County and the City of Clearlake in preparing applications. Clearlake was seeking to supplement STIP funds for their Dam Road Roundabout project, while the County was similarly seeking funds to help with their STIP funded South Main Street/Soda Bay Road Project.

#### ii. Miscellaneous- None

### b. Lake Transit Authority

i. **Transit Hub Update-** James reported that he was currently preparing the Request for Qualifications (RFQ) to be released for design services possibly next week. LTA was also preparing an RFP for operations that should go out in the coming month as the current contract with Paratransit Services is set to expire next year.

#### ii. Current Transit Projects – None

#### iii. Miscellaneous- None

### c. Caltrans

i. **Lake County Projects Update:** Blake noted that the current Sustainable Transportation Planning Grant deadlines are January 22. Also, that Caltrans Strategic Investment planner asked that the TAC be made aware of federal programs that will

soon be available. One is the USDOT Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT) Program which will help plan for surface transportation climate related impacts or disasters, due in late February. Another is the USDOT Rural and Tribal Assistance Pilot Program intended to provide technical assistance in planning and design for rural or tribal communities. Those will open in March. The third program is the FEMA Building Resilient Infrastructure and Communities (BRIC) grants will be available to State, local and tribal governments plan for high risk disasters related to climate change (due April 18). Finally, Caltrans will learn the results of its Trade Corridor Enhancement Program (TCEP) grant applied for a couple of months back (for SR 29 construction funds) in late spring.

- ii. **Miscellaneous-** None
- d. **Regional Housing Update-** John mentioned that Regional Housing Needs Assessments (RHNA) figures will also be coming this year from the State which will affect regional housing elements.

e. **Local Agency Updates**

**County of Lake:** Mireya spoke about completion of the first year of a three year update to the General Plan, as well as all eight local area plans and a climate adaptation plan. They are also working on completing a drought resiliency plan and a housing action and implementation plan. Public review period of the documents will be available in late May/early June. She will provide a copy of the draft General Plan Circulation Element for APC staff review when complete.

**City of Lakeport:** Victor informed the TAC that the State is updating fire hazard severity zones which are expected to change designations for both cities with respect to local responsibility areas and state responsibility areas. The new maps should be ready by mid-January and public hearings will be held for comment.

**City of Clearlake:** Adeline reported that the City is in the middle of design for the Rumsey-Turner Project, also that they have applied for Local Partnership Program (LPP) competitive funds for a project on 40<sup>th</sup> and Boyles. The Burns Valley/Arrowhead Rd project is adding Olympic Drive. Finally, the Gooseneck emergency slide project has been completed.

- 7. **Public input on any item under the jurisdiction of this agency, but which is not otherwise on the above agenda-** None
- 8. **Next Proposed Meeting** – February 20, 2024
- 9. **Adjourn Meeting** – Meeting adjourned at 9:52 am.

Respectfully Submitted,

John Speka  
Lake Area Planning Council