



# 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, June 10, 2026  
9:00am

**Primary Location: Clearlake City Council Chambers**  
14050 Olympic Drive Clearlake, California

**Alternate Conference Location:**  
Caltrans-District 1  
1656 Union Street, Eureka, California

### Zoom Login:

**Dial-in number: 1 (669) 900-6833 / Meeting ID: 882 6781 9202# Passcode: 318509**

*(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. Northern Rural Energy Network (NREN) Update *(Brennan/Davey-Bates)*
  3. Adjourn to Policy Advisory Committee

### **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 May 13, 2026 Minutes

### **REGULAR CALENDAR**

6. Discussion and Recommended Approval of the Carbon Reduction Program *(Villa)*
7. Presentation, Presentation and Recommended Approval of the 2026/27 Lake APC Budget and adoption of resolutions: *(Pedrotti)*
  - a. Resolution No. 26-27-1 Allocating 2026/27 Local Transportation Funds for Administrative Purposes
  - b. Resolution No. 26-27-2 Allocating 2026/27 Local Transportation Funds for Bicycle and Pedestrian Facilities
  - c. Resolution No. 26-27-3 Allocating 2026/27 Local Transportation Funds and Carryover Funds for Planning Projects Included in the Work Program
  - d. Resolution No. 26-27-4 Allocating 2026/27 Local Transportation Funds to Lake Transit Authority
  - e. Resolution No. 26-27-5 Allocating State Transit Assistance Funds to Lake Transit Authority
  - f. Resolution No. 26-27-6 Approving State Transportation Improvement Program (STIP) Planning, Programming, and Monitoring Fund Transfer Agreement
  - g. Resolution No. 26-27-7 Allocation of 2026/27 Local Transportation Funds (5%) to the Consolidated Transportation Service Agency (CTSA) for Non-Emergency Medical Transportation (NEMT) Purposes
  - h. Resolution No. 26-27-8 Allocating State of Good Repair Program Funding to Lake Transit

- Authority
- i. Resolution No. 26-27-9 Allocation of Local Transportation Funds (LTF) to the Reserve Fund
- j. Resolution No. 26-27-10 Authorizing the Executive Director to Execute Agreements Required to Process Federal & State Funds for Lake APC Approved Projects
- k. Resolution No. 26-27-11 Allocating Fiscal Year 2026/27 Funds and 2025-26 Carryover Funds for Northern Rural Energy Network Programs

### **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 – **July 8, 2026 (tentative)**
    - ii. SB 125 Long-Term Financial Plan
    - iii. Miscellaneous
  - c. Local Agency Updates
  - d. Lake APC Directors
  - e. Caltrans
    - i. Lake County Project Status Update (*Ahlstrand*)
    - ii. Miscellaneous
  - f. Rural Counties Task Force
    - i. Next Meeting Date – **July 17** (Teleconference)
  - g. California Transportation Commission
    - i. Next Meeting Date – **June 25 – 26 (Sacramento)**
  - h. California Association of Councils of Governments (CalCOG)
    - i. CDAC Meeting – **August 5 (Virtual)**
    - ii. CalCOG Board of Directors Meeting – **June 30 (Virtual)**
  - i. Miscellaneous

### **INFORMATION PACKET**

- 11. a) 4/23/26 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 agendaized, 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: June 4, 2026

Attachments:

*Agenda Item #2 – NREN Staff Report*

*Agenda Item #5 – 5/13/26 Lake APC Draft Minutes*

*Agenda Item #6 – CRP Staff Report*

*Agenda Item #7 – Budget Document*

*Agenda Item #10ai – Planning Staff Report & Grant Award Notice.*

*Agenda Item #10bii – SB 125 Staff Report*

*Information Packet #11 – a) 4/23/26 Lake TAC Minutes*



## LAKE COUNTY/CITY AREA PLANNING COUNCIL STAFF REPORT

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**TITLE:** Northern Rural Energy Network (NREN)

**DATE PREPARED:** June 3, 2026

**MEETING DATE:** June 10, 2026

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**SUBMITTED BY:** Jennifer Brennan, Energy Program Manager, NREN

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### BACKGROUND

NREN is part of a statewide initiative of Regional Energy Networks (RENs) focused on helping rural communities address rising utility costs through the adoption of energy efficiency programs. NREN Lake has already launched 2 residential programs and most recently launched the Public Equity and Energy Careers Education and Training (ECET) programs. ECET, formerly known as Workforce Education & Training (WE&T), also includes promoting enhanced local codes and standards adoption. The two remaining programs are in design and will focus on the commercial sector and financing.

The four NREN partners are LAPC, Mendocino Council of Governments (MCOG), Redwood Coast Energy Authority (RCEA) and Sierra Business Council (SBC) that cover 17 counties in rural Northern California.

### NREN Program Status and Look Ahead Through 2027

#### 1. Home Energy Advisors (Formerly Residential Equity)

This program has formally launched to the California Public Utilities Commission (CPUC). It provides free energy efficiency kits, educates the public about energy efficiency and provides free Home Energy Assessments conducted over the phone along with a report with specific recommendations on how to save energy in residences. We will also perform our first, in-home, assessments once training is completed later this summer or early fall.

#### **2026 Key Performance Indicators (KPIs):** (numbers in parentheses are completed or pending)

Kits – 400 – (136/6 pending)  
Educational Opportunities – 25 (13)  
Home Assessments – 50 (20/28 pending)  
In-Home Assessments - 15

#### **2026 Remaining Incentive Budget: \$14,160.31**

In 2027, we will continue getting out energy efficiency kits, educating the public and providing phone and in-home energy assessments.

#### **2027 KPIs:**

Kits – 300  
Educational Opportunities – 20  
Home Assessments – 70  
In-Home Assessments - 15

#### **2027 Incentive Budget: \$28,320.62**

## 2. Home Energy Upgrades (Formerly Residential Resource Acquisition)

This program has formally launched to the CPUC. It provides rebates directly to customers for purchasing energy efficient appliances including heat pump water heaters, heat pump heating/cooling systems and recently added insulation. The second component of the program will launch in July and will provide incentives directly to local contractors who will provide discounts on residential energy efficiency direct install upgrades such as heat pump water heaters, heat pump heating/cooling, and insulation. The heat pump component of this program will be entirely under the contractor direct install process once the program launches fully.

### 2026 Key Performance Indicators (KPIs): (numbers in parentheses are completed)

Rebates – 25 (10/2 pending)

Direct Install projects – 1

### 2026 Remaining Incentive Budget: \$36,682

In 2027, appliance rebates and residential direct install projects will continue.

### 2027 KPIs:

Rebates – 40

Direct Install projects - 2

### 2027 Incentive Budget: \$203,150.26

## 3. Commercial Energy Services

This program is scheduled to formally launch to the CPUC in late summer of 2026. The program has 3 different pathways for energy efficiency upgrades for commercial buildings (including public buildings), that will begin with an assessment. All incentives will go directly to local contractors who will provide discounts on the overall project cost to the customer. The first pathway will provide lighting upgrades and heat pump hot water heaters. A contract is currently being finalized with a provider and work is expected to begin in late summer. The other two pathways are similar but will most likely focus on heat pump heating/cooling systems and will be targeted at grocery stores, restaurants and office buildings. The third pathway will include a yet to be determined number of energy efficiency measures including refrigeration and will include the measurement of energy usage before and after project completion. We are currently signing up interested parties on our waiting list for these future commercial projects. We will continue reaching out to local contractors about this program and get them signed up prior to program launch.

### 2026 Key Performance Indicators (KPIs): (numbers in parentheses are completed)

Direct Install projects – 1 (1 pending)

NMEC projects – 0

### 2026 Remaining Incentive Budget: \$70,000

In 2027, we will continue to ramp up direct install projects potentially expanding the focus beyond the first building type targets. (No building project types are disqualified.)

**2027 KPIs:**

Direct Install projects – 3

NMEC projects – 0

**2027 Incentive Budget: \$224,084.59**

**4. Finance**

This program is scheduled to formally launch to the CPUC in late summer of 2026. This program is based on our current Business Plan which outlines the development of a future no or low interest NREN loan program for energy efficiency projects.

Currently, we are working with local CDFIs and other similar lenders to gauge interest in administering commercial and possibly residential energy efficiency and related project loans in our local communities. We plan to develop one agreement for all loan administrators and one set of loan terms and conditions. Interest rates will be low, potentially 1-3%, and loan forgiveness after a set amount of time is being considered. We are doing our due diligence and hope to launch a short procurement process soon. Our hope is that coupling our loan product with our commercial and residential direct install incentives will provide 100% coverage of upfront project costs. NREN will be responsible for marketing such a loan program and thus creating the pipeline for potential loan applicants.

We will also promote the state’s GoGreen financing lending program which provides commercial loans for energy efficiency and clean energy projects. We will recruit local contractors and local lenders to increase the program’s reach in the county.

There are currently no KPIs for this program.

**2026 Loan Budget: \$100,000**

In 2027, we intend to continue marketing the established loan program and expending 100% of the original loan funds, which will be replenished over time as loan payments are made to continue future lending.

**2027 Loan Budget: \$0**

**5. Public Energy Services**

This program formally launched to the CPUC on May 20<sup>th</sup>. NREN Lake is the lead for the partnership and Jennifer presented the outline of the program. It provides the following free services to public agencies: benchmarking, assessments & reports, referrals to federal and state funding opportunities as well as other energy efficiency programs.

Currently, we have 4 building assessments scheduled in late June for the County of Lake, City of Clearlake and the City of Lakeport. These assessments will help identify future opportunities for energy efficiency and other energy upgrades and how we can assist these public agencies to pursue such projects.

**2026 Key Performance Indicators (KPIs):** (numbers in parentheses are completed)

Buildings benchmarked – 5 (1)  
Referrals – 3  
Assessments – 10  
Funding opportunity referrals - 2

**2026 Remaining Incentive Budget:** (this program does not provide incentives directly, but public agencies are eligible for incentives under the Commercial program.)

In 2027, we will continue to provide the range of services, ramping up our staff time working with public agencies to meet our increased KPIs.

**2027 KPIs:**

Buildings benchmarked – 10  
Referrals – 5  
Assessments – 20  
Funding opportunity referrals - 4

**2027 Incentive Budget: \$0** – (this program does not provide incentives directly, but public agencies are eligible for incentives under the Commercial program.)

**6. Energy Careers Education and Training, includes Codes & Standards (formerly Workforce, Education & Training)**

This program is scheduled to formally launch to the CPUC in late summer of 2026. It directs NREN partners to audit current workforce offerings in their territories and to identify and explore gaps in current training and education programs related to energy efficiency and clean energy. It also directs us to identify key local community and employer partnerships to engage with and uplift through promotion and alliance building. Informed by the results of this process, we will either develop new programming, or enhance existing, with local partners to expand education and training options, enable access to existing training programs, add relevant content and increase awareness and enrollment for both aspiring workers and existing local contractors who want to pursue a career pathway in the energy efficiency and/or clean energy fields.

Over the past several months, we have been meeting with key players in the county including, NCO BUILD, Mendocino College, Woodland Community College, Adult Education, Coletrain, SWIM and others. We are very well positioned to identify, enhance and expand existing training programs in the county in the future. For example, we have been promoting all of the above programs at career fairs, in classrooms and at public outreach events providing the important public education and outreach that not all organizations have the resources to provide.

**2026 Key Performance Indicators (KPIs):** (numbers in parentheses are completed)

Educational events – 3 (7)  
Trainings – 2 (1)  
Training Participants – 40 (20)  
Work experience placements – 0

**2026 Remaining Incentive Budget:** (This program does not provide incentives directly, but the next Business Plan will have substantial funding for expansion of local programs.)

In 2027 we intend to continue reaching out to local community partnerships, supporting them where possible and gearing up for the next Business Plan activities to identify specific program(s) we can support to increase the number of trained workers in Lake County.

**2027 KPIs:**

- Educational events – 4
- Trainings – 4
- Training Participants – 60
- Work experience placements – 2

**2027 Incentive Budget:** (This program does not provide incentives directly, but the next Business Plan will have substantial funding for expansion of local programs.)

**Integrated Demand Side Management (IDSM);** IDSM is not a stand-alone program, however, we just received guidance from the CPUC that technical assistance for several new, related services are eligible under the CPUC guidelines, as long as staff costs don't exceed a certain percentage across the partnership's budget.

These services include technical assistance on developing solar PV and battery-back up projects, electric vehicle (EV) fleet conversion, EV charging planning and assistance with grant writing, if requested as ancillary services to an original energy efficiency service.

We intend to provide these services in our Public Energy Services, Home Energy Upgrades and Energy Careers Education & Training programs.

**June Community Meetings and Events:**

- June 6<sup>th</sup> – Summer Fest, Upper Lake
- June 7<sup>th</sup> – Lakeside Village Mobile Home Park, Energy Efficiency Kit Event, Lakeport

**Upcoming June Events:**

- June 21<sup>st</sup> – Baconfest, Kelseyville
- June 29<sup>th</sup> – Elks Lodge, Energy Efficiency Kit Event, Lakeport

**Additional Events:**

- June 10<sup>th</sup> – California Energy Commission (CEC) Electrification Summit (Jennifer attending)
- June 23rd-25th California Climate and Energy Collaborative (CCEC) Conference, Los Angeles (NREN staff attending; Jennifer presenting.)

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**ACTION REQUIRED:** None

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**ALTERNATIVES:** N/A

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**RECOMMENDATION:** None



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## LAKE COUNTY/CITY AREA PLANNING COUNCIL (APC) (DRAFT) MEETING MINUTES Wednesday, May 13, 2026

**Location: Lakeport City Council Chambers**  
225 Park Street, Lakeport, 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  
Brad Rasmussen, Supervisor, County of Lake  
Stacey Mattina, City Council Member, City of Lakeport  
Russ Cremer, City Council, City of Clearlake  
Dirk Slooten, City Council, City of Clearlake  
Danny Wind, Member at Large

### **Absent**

Kenneth Parlet, Council Member, City of Lakeport

### **Also Present**

James Sookne, Admin Staff – Lake APC  
Alexis Pedrotti, Admin Staff – Lake APC  
Charlene Parker, Admin Staff – Lake APC

### **Attending via Zoom**

Tatiana Ahlstrand, Caltrans District 1 (Policy Advisory Committee)  
Lisa Davey-Bates, Executive Director – Lake APC  
Nephele Barrett, Planning Staff – Lake APC  
John Speka, Planning Staff – Lake APC  
Michael Villa, Planning Staff – Lake APC  
Hector Ortega, Admin Staff – Lake APC  
Jennifer Brennan, Energy Program Manager – NREN  
Jody Lowblad, Public Outreach Lead – NREN  
Laurie Fisher – Lake Links

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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, Rasmussen, Cremer, Slooten, Mattina and Wind

## **2. Northern Rural Energy Network (NREN)**

Jennifer Brennan introduced Jody Lowblad, Northern Rural Energy Network's (NREN) Outreach Program Lead, before providing additional updates.

Jody reported that over the past several months, staff had attended numerous events throughout the region, from Clearlake to Lakeport, and noted that her upcoming schedule remained busy with community outreach activities. Recent and upcoming events included participation in the local Missing and Murdered Indigenous Persons (MMIP) event, Mental Health Matters Day, and an upcoming career day at Lucerne Elementary School.

Jody noted increased social media outreach efforts, including activity on Facebook, Instagram, and Nextdoor. Additionally, staff participated in creating instructional "how-to" videos demonstrating the use of items included in NREN energy efficiency kits, and household energy-saving practices. These videos will be posted to NREN's blog, Weekly Watt, to help community members better utilize the provided resources and learn energy conservation practices.

Jennifer Brennan provided an update stating that staff had been working to obtain more comprehensive partnership-wide budget reporting. Quarterly dashboards and budget summaries were currently being developed and would be shared when available.

The Finance program may partner with the GoGreen Financing program through the State Treasurer's Office working with local contractors, lenders, and community development financial institutions to provide low-interest financing options for residential and commercial energy projects. The direct install incentives were expected to launch in July. NREN remained on track to meet annual Key Performance Indicators (KPIs) despite delays in kit distribution caused by vendor procurement issues. Progress was reported on the Residential program, including kit distribution, home assessments, rebates, and educational opportunities. Additional updates included public building benchmarking efforts, staff training, upcoming building assessments, contractor training, and participation in career fairs and educational outreach events. It was noted that NREN continued to make steady progress toward program goals, although staff capacity has limited full roll out.

NREN is exploring opportunities to partner with the Economic Development Finance Corporation (EDFC), in Ukiah a federally designated Community Development Financial Institution (CDFI), to administer energy efficiency loan programs for Lake and Mendocino counties. The partnership would allow NREN to provide locally administered, low-interest financing without directly managing the loan program. Members discussed potential local agency involvement and expressed support for flexible financing options suited to community needs.

## **3. Adjourn to Policy Advisory Committee**

Chair Mattina adjourned to the Policy Advisory Committee (PAC) at 9:15 a.m. to include Caltrans District 1 staff and allow participation as a voting member of the Lake APC.

## **PUBLIC EXPRESSION**

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

None

## **CONSENT CALENDAR**

5. **Approval of April 8, 2026 Draft Minutes**
6. **Approval of Social Services Transportation Advisory Council (SSTAC) Roster**

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

*Roll Call Vote: Ayes (7)-Directors Sabatier, Rasmussen, Cremer, Slooten, Mattina, Wind, Tatiana Ahlstrand, Noes (0); Abstain (0); Absent (1) Director Parlet*

## **REGULAR CALENDAR**

7. **Presentation, Discussion, and Possible Adoption of Zero Emission Vehicle (ZEV) Infrastructure Plan**

John Speka introduced the Zero-Emission Vehicle Infrastructure Plan agenda item, which originated from a 2024 Sustainable Transportation Planning Grant. John noted that ICF had been contracted to complete the project and introduced Duncan Crowley to present the plan findings.

Duncan Crowley of ICF presented the Zero-Emission Vehicle Infrastructure Plan, the project evaluated existing EV charging infrastructure in Lake County, projected future charging demand, and identified gaps in current accessibility. The presentation highlighted state regulations for increased zero-emission vehicles, including the 2035 requirement for all new passenger vehicle sales to be zero-emission. Lake County currently has 17 public charging stations, two DC fast chargers, and would require significant infrastructure expansion to meet future demand. Technical analysis and public outreach were conducted to identify priority EV charging locations, considering factors such as travel patterns, parking availability, grid capacity, accessibility, nearby amenities, and housing needs. Site visits and coordination meetings with local jurisdictions were also completed to help inform final site recommendations and implementation strategies.

Alexandra Haag of DKS Associates presented an overview of public outreach conducted for the Zero-Emission Vehicle Infrastructure Plan, which included six months of in-person and online engagement through workshops, events, surveys, and an interactive map. Outreach identified priorities including charger locations near destinations and amenities, support for tourism and commuters, expanded fast charging in South County, and improved charger reliability, lighting, visibility, pricing, and grid reliability.

Duncan Crowley presented the final recommended charging site locations, which were selected using both technical analysis and public input. High-priority sites were identified to address current infrastructure gaps and improve near-term funding competitiveness. Implementation recommendations included coordinated countywide grant applications, public-private partnerships, and development of a network of vetted installers and operators to support future zero-emission vehicle infrastructure expansion.

Discussion focused on utility capacity considerations for proposed EV charging sites. Duncan explained that grid capacity and public safety power shutoff history were key factors in site selection, with locations generally chosen where sufficient electrical capacity already exists. Some sites, such as Lower Lake, were still included due to geographic service needs despite limited infrastructure. Duncan explained PG&E's application-based process for supporting EV charger installations, including potential upgrades to local electrical infrastructure when feasible.

However, it was noted that larger system constraints at the substation level limit the extent of upgrades for individual projects, and future EV expansion will need to account for these broader capacity limitations.

Board members noted minor misspellings and inconsistencies in local site names referenced within a presentation figure, raised concern about whether such errors could affect future grant competitiveness or planning accuracy. Duncan clarified that the figure was a draft engagement graphic used to display early stakeholder input and confirmed that corrections would be made prior to public release to ensure accurate representation of all sites.

*Director Sabatier made a motion to approve the Zero Emission Vehicle (ZEV) Infrastructure Plan, as presented, including authorization to make non-substantial typographical corrections. The motion was seconded by Director Slooten and carried unanimously.*

*Roll Call Vote: Ayes (7)-Directors Sabatier, Rasmussen, Cremer, Slooten, Mattina, Wind, Tatiana Ahlstrand, Noes (0); Abstain (0); Absent (1) Director Parlet*

## **8. Presentation, Discussion, and Possible Adoption of the Local Road Safety Plan**

John Speka introduced the item, stating that the Local Road Safety Plan (LRSPs) Update, funding was part of the 2025/26 Overall Work Program, for the County of Lake, City of Clearlake, and City of Lakeport. The updates were necessary to maintain eligibility for the current Safe Streets and Roads for All (SS4A) program, with applications due May 26, and to incorporate updated stakeholder and public engagement identifying current safety needs and concerns. John stated that the item would provide an overview of the updated plans and introduced Lauren Picou of GCW Engineers to present.

Lauren presented the Local Road Safety Plans (LRSPs) as safety action plans aimed at reducing severe and fatal crashes through data analysis, public outreach, stakeholder input, and identification of high-risk locations and countermeasures. The plans address engineering, enforcement, education, and emergency response strategies, with emphasis on key issues such as speeding, impaired driving, lighting, and pedestrian and bicycle safety. The crash findings showed severe collisions concentrated along major corridors, with hit-object crashes most common and pedestrian crashes a significant factor in all jurisdictions. Lauren explained that the LRSPs adoption supports alignment with existing transportation plans and is required for eligibility for key grant programs, including the Highway Safety Improvement Program (HSIP) and Safe Streets and Roads for All (SS4A). Overall crash and injury trends showed a slight decrease compared to previous reporting periods, and the plans were intended to be updated as new data becomes available.

Discussions included concerns regarding the equity analysis in the draft LRSPs, specifically the initial indication that Lake County was not identified as a disadvantaged community. Lauren clarified that the original map used in the draft report was outdated and had since been replaced with an updated Caltrans map showing multiple disadvantaged areas within Lake County, Clearlake, and Lakeport. Additionally, funding programs use varying definitions of disadvantaged communities, including transportation, environmental, and low-income criteria, and Lake County qualifies under certain low-income designations that may strengthen future grant applications.

Discussion also covered emerging mobility options such as e-bikes and e-scooters, with the LRSPs including policy guidance on infrastructure and use. Members addressed Vision Zero

commitments, with agencies working toward formal adoption of goals to eliminate fatalities and serious injuries.

Additional discussion concerns included possible crash underreporting and the need for improved roadway lighting. Lighting improvements were identified as a key safety countermeasure in the plans, particularly for reducing severe crashes in dark or unlit locations and strengthening future grant applications.

*Director Sabatier made a motion to approve the County of Lake, City of Clearlake, and City of Lakeport Local Road Safety Plans, as presented, including authorization to make non-substantial typographical corrections. The motion was seconded by Director Slooten and carried unanimously.*

*Roll Call Vote: Ayes (7)-Directors Sabatier, Rasmussen, Cremer, Slooten, Mattina, Wind, Tatiana Ahlstrand, Noes (0); Abstain (0); Absent (1) Director Parlet*

**9. Discussion and Recommended Approval of Resolution #25-26-20 to Determine if Unmet Transit Needs are Reasonable to Meet**

James Sookne reported that a public hearing was held in April where it was determined that the list contained needs that met the definition of Unmet Transit Needs. The list was referred to SSTAC for further consideration. LTA staff have completed the analysis and provided a response and recommendation for each item. An attachment detailing the identified needs and corresponding responses was included. James asked if there were any questions or if the Board would like him to review the list.

*Director Slooten made a motion to approve Resolution #25-26-20 to Determine if Unmet Transit Needs are Reasonable to Meet, as presented. The motion was seconded by Director Sabatier and carried unanimously.*

*Roll Call Vote: Ayes (7)-Directors Sabatier, Rasmussen, Cremer, Slooten, Mattina, Wind, Tatiana Ahlstrand, Noes (0); Abstain (0); Absent (1) Director Parlet*

**10. Discussion Recommended Approval of the 2026/27 Final Overall Work Program (OWP)**

Alexis Pedrotti reported that the Final FY 2026/27 Overall Work Program (OWP), follows the annual cycle of project applications, TAC review, draft development, and Caltrans review. Caltrans comments have now been incorporated into the final document, with changes shown in strikethrough and bold for transparency.

The final OWP includes updated funding tables, carryover for Rural Planning Assistance, and placeholders or estimated amounts for pending or contingent projects, including the Clear Lake Ferry Feasibility Study (pending grant award) and the Tribal Transportation Needs and Engineering Feasibility Study. Alexis explained that actual carryover amounts will be finalized later in the year once year-end closing is complete, and the OWP will be amended accordingly. Alexis added that the document is submitted ahead of Caltrans deadlines and that final adjustments will be made once grant outcomes and fiscal year closeouts are confirmed. The Board was asked to review the final OWP and provide a recommendation for approval.

Director Sabatier requested that future staff reports note revisions using strikethrough and bold formatting to make changes easier to identify, and that the OWP link in the staff report direct users straight to the OWP page on the APC website.

*Director Slooten made a motion to approve the 2026/27 Final Overall Work Program (OWP), as presented. The motion was seconded by Director Cremer and carried unanimously.*

*Roll Call Vote: Ayes (7)-Directors Sabatier, Rasmussen, Cremer, Slooten, Mattina, Wind, Tatiana Ablstrand, Noes (0); Abstain (0); Absent (1) Director Parlet*

**11. Discussion and Proposed Action of Resolution #25-26-21 Approving the Project List for FY 2026-27 California State of Good Repair Program**

James provided an overview of Resolution 25-26-21 approving the FY 2026/27 California State of Good Repair Program project list. Staff recommended reallocating previously programmed transit center funds toward repairs and rehabilitation of the Operations and Maintenance Facility, which is over 20 years old and in need of improvements, including HVAC replacement, parking lot maintenance, etc. James explained that a portion of the previously allocated transit center funds had already been spent, recommending the remaining balance be redirected for improvements to the maintenance facility. Additionally, James noted other transit funding sources are currently allocated toward the transit center project to help address anticipated funding gaps. Board members briefly discussed the facility conditions and the need for building improvements.

Director Sabatier expressed appreciation for staff communication and transparency regarding the proposed upgrades to LTA's maintenance facility.

*Director Cremer made a motion to approve Resolution #25-26-21 Approving the Project List for FY 2026-27 California State of Good Repair Program, as presented. The motion was seconded by Director Slooten and carried unanimously.*

*Roll Call Vote: Ayes (7)-Directors Sabatier, Rasmussen, Cremer, Slooten, Mattina, Wind, Tatiana Ablstrand, Noes (0); Abstain (0); Absent (1) Director Parlet*

**RATIFY ACTION**

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

Chair Mattina adjourned the Policy Advisory Committee at 10:55 a.m. and reconvened as the APC.

**13. 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**

**14. Reports & Information**

**a. Lake APC Planning Staff**

**i. Planning projects**

John Speka gave a brief update on the current projects, noting that two projects previously discussed have been completed.

**Tribal Transportation Needs Study**

The Tribal Transportation Needs Assessment is in its early stages, and a kickoff meeting was recently held with the project consultants, LSC Transportation Consultants. Next steps were to form a Technical Advisory Group that will include tribal staff, emergency services representatives, county public works staff, and other stakeholders.

The Tribal Transportation Summit will be held at Middletown Rancheria on May 21, where

consultants will provide an overview of the project and its scope. The meeting is intended to encourage participation and gather input from local tribes, both at the summit and through future involvement with the advisory group.

### **Further Grant Opportunities**

John reported that staff were preparing grant applications for a few different programs. Staff was working with Lake Transit Authority (LTA) on an Urban Greening Grant funded through 2024 Proposition 4 funds, intended to mitigate urban heat island effects caused by rising temperatures in different areas. The program would require nature-based solutions such as landscaping and tree planting. The proposed project would complement the Transit Center project by covering landscaping, tree planting, and potentially pervious pavers to help offset stormwater and related infrastructure impacts if the grant were awarded. The concept proposals were due June 4, and if selected, a full proposal would be submitted later in August.

John reported working with City of Clearlake staff on an Active Transportation Program (ATP) Safe Routes to School project near Burns Valley Elementary School in downtown Clearlake near Austin Park. The project would include sidewalks and crossings on Division Avenue, Austin Road, and Yule Avenue. John was coordinating with Public Works on the application, which was due June 22.

John provided an update on the Regional Housing Needs Allocation (RHNA). The final allocation plan would be brought forward for adoption by the Board at the June meeting. The plan must be adopted at least 12 months prior to local agencies completing their housing elements. Local agencies would have until August 15, 2027, to complete their housing elements, and staff were working to complete the allocation plan in June 2026 to ensure agencies were well ahead of the required deadline.

## **ii. Miscellaneous**

### **b. Lake APC Administration Staff**

*i. Next Meeting Date* – June 10, 2026 (*Clearlake*)

#### **ii. Crash Data Analysis (2019–2023)**

Hector Ortega presented a crash data analysis for Lake County covering 2019–2023, prepared in response to a Board request regarding roadway safety and transportation-related fatalities. The analysis used SWTRRS, TIMS, and CHP data consistent with the LRSP effort and summarizes total collisions, fatal and injury collisions, and severe injury collisions, with additional breakdowns for bicycle and pedestrian-involved crashes by jurisdiction. The report was intended as an initial baseline review and may be expanded with additional analysis if requested

#### **iii. Miscellaneous**

### **c. Local Agency Updates**

None

### **d. Lake APC Directors**

Director Sabatier provided an update on the prior concerns and clarified that there were no current concerns regarding the South Main project, and work is continuing as scheduled. The current information indicates the project remains on track. It was also noted that related city roadwork and the annexation application are progressing as planned.

**e. Caltrans**

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

Tatiana Ahlstrand, Caltrans District 1, provided an update on two new safety projects being initiated on State Route 20. One project near Nice, at Pomo Way and Robinson Rancheria, includes a pedestrian hybrid beacon, median island, crosswalk lighting, flashing beacons, and relocation of a radar feedback sign. The second project in Clearlake Oaks, from Hillside Lane to Oak Grove Avenue, includes striping changes, rectangular rapid flashing beacons, lighting, signage improvements, median islands, high friction surface treatment, and access management improvements. Both projects are in early scoping stages and will be reflected in the June milestone report.

Ahlstrand also reported that Caltrans is developing a State Route 20 fact sheet to summarize planned improvements along the North Shore corridor. In follow-up to prior discussion regarding safety improvements at State Route 29 and Bottle Rock Road, staff determined that any new project initiated through the HM4 program would not be constructed before 2028, aligning with the existing project schedule. Caltrans also explored maintenance work order options for earlier improvements and found no current mechanism to advance the work sooner. Staff will continue monitoring the intersection and provide updates as available.

Jeff Pimentel provided an update on the Lake 29 Konocti Corridor Segment 2B project. The project is currently in a holding pattern while remaining construction funding is pursued. Half of the needed construction support and capital funding was secured through the 2026 ITIP, and staff plans to apply for the next round of the Trade Corridors Enhancement Program to secure the remaining funds. Due to the anticipated 2029/30 funding availability, project activities are being paced to avoid unnecessary expenditures and minimize the need for additional local funding requests. Staff will continue refining the project schedule and expect to provide a more detailed timeline at the next Board meeting. Jeff noted he will provide a similar project update at the upcoming South Tribal Summit.

Board members discussed traffic signal timing improvements at the Highway 29 and Highway 53 intersection, noting perceived improvements in traffic flow. Staff will follow up on the analysis results. Additional discussion supported continuing to explore interim safety improvements, including potential future HM4 opportunities, to address safety concerns ahead of larger corridor projects.

**ii. Miscellaneous:**

**f. Rural Counties Task Force**

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

**g. California Transportation Commission**

- i. Next Meeting Date – May 14-15 (*Los Angeles*)

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

- i. CDAC Meeting – (*TBD*)
- ii. CalCOG Board of Directors Meeting – *June 3 (Sacramento)*

**i. Miscellaneous**

**ADJOURNMENT**

The meeting was adjourned by Chair Mattina at 11:11 a.m.

Respectfully Submitted,

***DRAFT***

Charlene Parker, Administrative Associate



## LAKE COUNTY/CITY AREA PLANNING COUNCIL STAFF REPORT

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

**DATE PREPARED:** 6/01/2026

**MEETING DATE:** 6/10/2026

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

**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 a total of \$613,571 for cycles 1-5. 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. Below are the cycles with respective deadlines:

Federal Fiscal Year	FFY 2022	FFY 2023	FFY 2024	FFY 2025	FFY 2026	Total
Lake County	\$118,677	\$121,050	\$122,155	\$124,598	\$127,090	\$613,571
<i>Obligation Deadline</i>	<i>9/30/26 (extended)</i>	<i>9/30/26</i>	<i>9/30/27</i>	<i>9/30/28</i>	<i>9/30/29</i>	

Previously, cycle 1 and a portion of cycle 2 had been obligated for the City of Clearlake’s Burns Valley Sidewalks project. Unfortunately, the City was unable to utilize the CRP funds because additional environmental documentation would be required, resulting in delays and significant cost increases to the overall project.

On April 30th, 2026, a Call for Projects was announced for the Carbon Reduction Program, with a deadline of May 21st at 5pm, during which we received one project submission by the Lake APC in partnership with the Lake Transit Authority. Project description below:

**Project Name:** 2026 Zero Emission Bus Purchase (Lake APC) – Received 5/21/26, 4:50p.m.

**Location:** N/A

**Scope of Work:** The purchase of two zero emission buses.

**Project Cost:** \$691,000

**Requesting:** \$613,571

At the May meeting, TAC members reviewed the project and recommended approval for the Lake APC Board.

**ACTION REQUIRED:** Yes.

**ALTERNATIVES:**

**RECOMMENDATION:** Approve Carbon Reduction Program funding for cycles 1-5 in the amount of \$613,571 to purchase zero emission buses.



## LAKE COUNTY/CITY AREA PLANNING COUNCIL STAFF REPORT

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**TITLE:** Planning Projects Update

**DATE PREPARED:** 6/3/2026

**MEETING DATE:** 6/10/2026

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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:

**Tribal Transportation Needs Study-** The project will explore the needs, priorities, and feasibility of improving deficiencies within tribal road systems and transportation networks, both within and adjacent to native lands in the Lake County region. A consulting firm (LLG) was selected on March 11, and a kick-off meeting will be scheduled in the coming weeks to form a Technical Advisory Group (TAG) for the project. This will include tribal officials, as well as County public works, transit, and Caltrans representatives.

**Clear Lake Ferry Service Feasibility Study-** At the end of May, Lake APC was notified that it had been awarded a grant through the Sustainable Transportation Planning Grant program in the amount of \$202,500 (grant award of \$179,271, combined with a local 11.47% match of \$23,229) for a Clear Lake Ferry Service Feasibility Study. The project will explore the feasibility of a waterborne transit (ferry) service for the region. Potential benefits of a ferry system include: connecting communities via ferry and coordinated transit services; reduced Vehicle Miles Traveled (VMT)/Greenhouse Gas (GHG) emissions; an option for emergency response/evacuation efforts; and use as a tourist and recreational attraction; among others. A Conditional Award meeting is scheduled with Caltrans next week, with consultant procurement to take place after preliminary conditions are met.

**Urban Greening Grant-** In conjunction with Lake Transit Authority staff, Lake APC prepared a “concept proposal” for a grant through the Urban Greening Grant Program to help fund certain components of its transit hub project in Clearlake. The project would involve approximately two acres of landscaped area in and around the transit center. It will include tree planting, native grasses and other vegetation, walking paths, and an educational botanical garden area (e.g. informational placards and resting areas adjacent to the bus depots). Additional funding is being sought to replace concrete pavement with permeable pavers to allow for heat reduction and better stormwater management. The program is funded by a voter-approved Climate Bond (Proposition 4), which will allocate approximately \$100 million to urban greening projects throughout the state over two competitive cycles. Should the concept proposal be accepted, the next step will entail a more detailed proposal that will ultimately compete for the actual grant funds.

**Active Transportation Program-** Lake APC staff is working with the City of Clearlake to prepare a grant application through the Active Transportation Program (ATP). The project would involve “safe routes to school” improvements in downtown Clearlake around Burns Valley Elementary School on Pine Street. Improvements will include sidewalk/curb/gutter, Rectangular Rapid Flashing Beacon (RRFB) and standard crosswalks, ADA ramps, and bike lanes along portions of Austin Road, Division Avenue, Uhl Avenue, and Lakeshore Drive. The deadline for applications is June 22, with recommendations for awards to come in early November.

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**Action Requirement, Alternatives, Recommendation:** None, informational only

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# California Department of Transportation

DIVISION OF TRANSPORTATION PLANNING  
 P.O. BOX 942873, MS-32 SACRAMENTO, CA 94273-0001  
 (916) 261-3326 | TTY 711  
[www.dot.ca.gov](http://www.dot.ca.gov)



May 29, 2026

**SENT VIA E-MAIL**

On behalf of the California Department of Transportation (Caltrans), Division of Transportation Planning, we are pleased to congratulate you on your Sustainable Transportation Planning Grant award.

Sustainable Transportation Planning Grant Program					
<b>Grant Award Fiscal Year</b>	2026-27	<b>Grant Category</b>	Sustainable Communities Competitive	<b>Grant Fund Source</b>	RMRA
<b>Project Title</b>	Clear Lake Ferry Service Feasibility Study				
<b>Grantee/Agency</b>	Lake County/City Area Planning Council				
<b>Executive Director</b>	Lisa Davey-Bates				
<b>Grantee/Agency Contact</b>	John Speka				
<b>Sub-Recipient(s)</b>					
<b>Caltrans District Contact(s)</b>	Tatiana Ahlstrand				
<b>Caltrans District Contact(s) E-mail</b>	tatiana.ahlstrand@dot.ca.gov				
<b>Grant Award</b>	<b>Local Match (Cash)</b>	<b>Local Match (In-Kind)</b>	<b>Total Local Match</b>	<b>% Local Match</b>	<b>Total Project Cost</b>
\$179,271	\$23,229	N/A	\$23,229	11.47%	\$202,500
<b>Conditions of Award Due to Caltrans</b>		<b>Grant Expiration Date</b>		<b>Final Invoice Due</b>	
July 10, 2026		June 30, 2029		August 29, 2029	
* The final contractually agreed upon Local Match and Fund Source are located on the Grant Application Cover Sheet and Cost & Schedule. Any change in Local Match that increases/decreases the Total Project Cost must be approved by Caltrans and may require a Formal Amendment. Each invoice must include the contractual/agreed upon local match % - any deviation to this amount requires an approved Tapered Local Match prior to invoice submittal. Any change to the Local Match Fund Source requires prior Caltrans approval and an Administrative Amendment.					

## Next Steps

1. The Caltrans District Grant Manager will schedule a Conditional Award Meeting with your agency soon.
  - The attached specific and general conditions and project revisions necessary to accept grant funding will be discussed at this meeting.
2. The required conditions must be submitted to the Caltrans District Grant Manager no later than the date listed in the table above.
  - Failure to satisfy these conditions will result in the forfeiture of grant funds.
3. The Caltrans District Grant Manager will review and approve all items required to fulfill the attached specific and general conditions.
4. Once the required conditions are met and the agreement is executed, the Caltrans District Grant Manager will:
  - Send a Notice to Proceed letter (for MPO/RTPAs, this will happen after the OWP/OWPA formal amendment is approved). *Grant work cannot begin until the Notice to Proceed letter is received by your agency.*
  - Coordinate and schedule a grant kick-off meeting with your agency.

If you have questions concerning your Conditional Grant Award, please reach out to your Caltrans District contact listed in the table above.

Sincerely,



ERIN THOMPSON  
Chief, Office of Regional and Community Planning

Attachments:  
Specific and General Conditions

# Sustainable Transportation Planning Grant Program

## Grant Award Specific and General Conditions

### Specific Conditions

If Specific Conditions have been identified for this grant, they will be listed below. Please make all necessary revisions to the Grant Application Cover Sheet, Scope of Work (SOW), and/or the Cost & Schedule, and complete the right column to indicate where the specific conditions were addressed.

Specific Conditions	Conditions Addressed List Document, Section & Page(s)
1. SOW Introduction: Update list of Stakeholders to be more extensive as is included in the Grant Specific Objectives (3D) of the grant application narrative.	
2. SOW Introduction & Task 4: Consider identifying key marine stakeholders (e.g. boating facilities) for potential TAG participation.	
3. SOW: Consider including examples of potential motorized and non-motorized connectivity where ferries may dock (terminals), such as in Clearlake (to its downtown, new transit center), Lakeport, other lakefront towns, Tribal nations, public marinas, community parks, etc.	
4. SOW Task 5: Specify that the planning deliverable will quantify estimated VMT and GHG reduction that a ferry service may offset from the state highway system and local roadway network.	
5. SOW Task 5: Include specifics about what the study will deliver - opportunities, constraints, operation plan, implementation plan (phases, prioritization of preferred alternatives, cost estimates, action plan), conceptual design considerations for ferry terminal locations, connections to proposed Lake County Interregional Transit Center, etc.	
6. C&S: Ensure task titles are consistent with the Scope of Work.	

Specific Conditions	Conditions Addressed List Document, Section & Page(s)

## General Conditions

Please review the General Conditions below and complete them, as necessary. Most of these items are outlined in the Grant Application Guide, Ch. 5 and Appendix B.

- **Scope of Work (SOW) and Cost & Schedule** (Refer to Grant Application Guide, Appendix B Checklists) These are frequently missed requirements:
  - Project Management stand-alone tasks, staff and/or consultant coordination are not allowed. Project Management activities must be charged to the tasks in which they are accrued.
  - Include tasks for a kick-off meeting with Caltrans, invoicing, quarterly reporting, and Board adoption or acceptance.
  - Ensure the consultant procurement task includes the following deliverables: Request for Proposal (RFP), executed consultant contract, and a copy of your agency's procurement procedures.
  - Grant activities can begin as soon as the grant is programmed into the OWP and a Notice to Proceed is issued. The grant end date is June 30, 2029. The Cost & Schedule will need to be updated to reflect your proposed start date.
  - Indirect Costs - For Local Government Agencies requesting to bill for indirect costs: Indirect costs must be identified in the SOW and Cost & Schedule, and the indirect cost rate included at the bottom of the Cost & Schedule.
- **Grant Application Cover Sheet and Cost & Schedule**
  - Ensure the grant award, local match, and total project costs are consistent with the amounts listed in the award letter.
- **Grant Application Cover Sheet** - Must identify the specific source of cash and in-kind local match funds; and must identify the agency providing the local match.
  - If your agency is using staff time as a cash match, the application cover sheet must identify the source of local match funds for staff time (e.g., General Fund).
  - Direct grantee staff time is not an allowable in-kind match and must be identified as cash match.
- **Third Party In-Kind Valuation Plan, if applicable** - Third-party in-kind contributions consist of goods and services donated from outside the grantee's agency (e.g., printing, facilities, interpreters, equipment, advertising, staff time, and other goods or services). If utilizing third-party in-kind contributions to satisfy the local match requirement:
  - Ensure in-kind contribution information is identified on the Grant Application Cover Sheet and Cost & Schedule.
  - To clarify, sub-recipient staff time, if reimbursed, is considered cash match. If sub-recipient staff time is donated, it would be considered in-kind.
  - Submit a Third-Party In-kind Valuation Plan. The district can provide a copy of the valuation plan checklist and template.
- **Overall Work Program (OWP)** - In accordance with the *OWP and Grant Amendment Guidelines*, submit a current Fiscal Year OWP and OWP Agreement (OWPA) Amendment, which includes the following:
  - An Amendment Transmittal Memo, OWPA, OWP Budget Summary, and a standalone Work Element. These items must show consistent funding information for the grant project and include the full grant and local match amounts.
    - A Board Resolution to amend the OWP/OWPA and program the entire grant amount and local match funds.

- The Purpose/Objective section of the grant Work Element must align with the SOW Introduction and Overall Project Objectives as originally submitted in the grant application. The MPO/RTPA may summarize the SOW Introduction section as needed if incorporating it in its entirety would result in excessive length.
- The task titles, descriptions, and deliverables in the Work Element must be consistent with those in the original grant SOW and Cost & Schedule.
- The overall cost and schedule of the grant Work Element must be consistent with the grant's approved Cost & Schedule while allowing for flexibility at the task level. This can be achieved in the OWP Work Element by any of the following:
  - Identifying approximate schedules or ranges for each task
  - Identifying the project overall cost and schedule not specified by task
  - Using a visual graphic such as a Gantt chart to represent the approximate schedule for each task
- The final products and deliverables to be submitted to Caltrans must be clearly identified for the fiscal year in which the OWP is active. This ensures clarity in reporting and accountability for the deliverables within each fiscal year.
- **Ensure Consistency** - All changes made to the Grant Application Cover Sheet, SOW, and Cost & Schedule are made consistently in all documents.

## Grant Administrative Requirements

Refer to the Grant Application Guide, Ch. 5, and the MPO/RTPA Master Fund Transfer Agreement for an overview of the Grant Administrative Requirements that must be adhered to over the life of the project. In summary:

- **Third Party Contracts** - Competitive consultant procurement, i.e., Request for Proposals (RFP) is required for all grant projects.
  - If a consultant has already been hired to complete the SOW activities, ensure the process to procure the consultant was a competitive process (documentation must be provided to Caltrans); the grant work must have been part of the original RFP.
  - If using an on-call consultant list, the process for establishing the list must be competitive and less than five years old (documentation must be provided to Caltrans).
- **Quarterly Reporting** – Quarterly Progress Reports (a narrative of completed project activities) are submitted on a quarterly basis.
- **Invoicing and Financial Requirements** -
  - Maintain a proper accounting system (MS Excel is unacceptable).
  - Request for Reimbursements/invoices (RFRs) must be submitted at least quarterly, but no more than monthly.
    - One-time, lump sum invoices are not allowed.
    - If requesting reimbursement of indirect costs, a copy of the ICAP/ICRP acceptance letter must be submitted with the first invoice.
    - Local match commitments must be satisfied with every RFR/invoice, including any local match amount above the minimum amount. If you are unable to meet this commitment, coordinate with your district Contract Manager.
    - All work must be completed by June 30, 2029.
    - Final RFR/invoice and the final product are due no later than August 29, 2029.
    - The final RFR/invoice will not be processed without the final product.
  - An Indirect Cost Allocation Plan/Indirect Cost Rate Proposal (ICAP/ICRP) must be submitted each year to the Inspector General Independent Office of Audits and

Investigations for approval. Instructions for submitting an ICAP/ICRP are available at the following webpage: <https://ig.dot.ca.gov/resources>

- **Grant Amendments** - Proposed changes to the Grant Application Cover Sheet, SOW, and Cost & Schedule (e.g., local match amount, fund source, movement of funds) will require an Amendment and Caltrans approval. Please contact Caltrans for guidance on this process.



## LAKE COUNTY/CITY AREA PLANNING COUNCIL STAFF REPORT

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**TITLE:** SB 125 Long Term Financial Plan

**DATE PREPARED:** 6/3/2026

**MEETING DATE:** 6/10/2026

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**SUBMITTED BY:** James Sookne, Program Manager

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### **BACKGROUND:**

SB 125 (Chapter 54, Statutes of 2023) established formula-based funding through the Transit and Intercity Rail Capital Program (TIRCP) and Zero-Emission Transit Capital Program (ZETCP), distributing \$5.1 billion statewide to regional transportation planning agencies. The APC will receive an estimated \$8,415,895 over the program period for allocation to public transit projects and services. The APC approved an initial allocation package identifying how funds would be utilized, which included a short-term financial plan in December of 2023. The plan was subsequently amended in May of 2025 to add additional activities and projects.

Statute requires each RTPA to also submit a Long-Term Financial Plan (LTFP) by June 30, 2026, as a condition of continued program eligibility. The plan must address the region's approach to sustaining transit operations absent additional state funding and include: (1) a demonstration of ridership retention and recovery strategies, such as policies prioritizing safety, cleanliness, and coordination between transit operators; and (2) a five-year forecast of operating funding requirements detailing all funding sources, including any new local or regional funding being pursued. APC staff is working with Lake Transit Authority to prepare and submit the LTFP by the June 30 deadline.

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**Action Requirement, Alternatives, Recommendation:** None, informational only

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# 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

## TECHNICAL ADVISORY COMMITTEE MEETING Draft Meeting Minutes

Thursday, April 23, 2026  
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**

Blake Batten, Caltrans District 1  
Ron Ladd, City of Lakeport (Director of Public Works)  
Trystan Hayes, City of Clearlake (Public Works Department)  
Scott Horning, County of Lake (Deputy Public Works Director for Engineering)  
James Sookne, Lake Transit Authority  
Max Stockton, County of Lake (Associate Planner)

### **Absent**

Efrain Cortez, California Highway Patrol  
Lars Ewing, County of Lake (Director of Public Works)  
Alan Flora, City of Clearlake (City Manager/Community Development Director)  
Adeline Leyba, City of Clearlake (Director of Public Works)  
Mireya Turner, County of Lake (Community Development Director)

### **Also Present**

Lisa Davey-Bates, Lake Area Planning Council  
Alexis Pedrotti, Lake Area Planning Council  
Nephele Barrett, Lake Area Planning Council  
Michael Villa, Lake Area Planning Council  
Hector Ortega, Lake Area Planning Council  
John Speka, Lake Area Planning Council  
Julie St Pierre, Lake Area Planning Council  
Kyle Finger, Caltrans District 1

#### 1. **Call to order**

The meeting was called to order at 9:03 am.

#### 2. **Approval of January 22, 2026, Minutes**

A correction to the spelling of Blake Batten's name was noted on page 5. *Moved by James, seconded by Scott, and carried unanimously to approve the January 22, 2026, minutes as corrected.*

Ron Ladd joined the meeting at 9:07 a.m., following the vote for agenda item 2.

**3. Discussion and Recommended Approval of the FY 2026/27 Final Overall Work Program (OWP)**

Alexis Pedrotti summarized the OWP process. Applications were reviewed and ranked, with three applications chosen to move forward. The draft OWP including these projects, as well as standard work elements and a grant match for a pending Caltrans Sustainable Transportation Planning grant application, was submitted in February for review by Caltrans. Since then, minor changes have been made. Lexi identified these changes, including estimated carryover funding amounts, and pointed out what information is still pending. The new OWP total is \$974,149. There have been no changes regarding applications. *Moved by Ron, seconded by Max, and carried unanimously to recommend approval of the FY 2026/27 Overall Work Program, as prepared, to the APC Board.*

**4. Announcements and Reports**

**a. Lake APC**

**i. Updates on Planning Projects/Grants -**

John Speka reported that drafts of the Zero Emissions Vehicle Infrastructure Plan as well as the Local Roads Safety Plans (LRSP) will be presented at the May 13 board meeting for adoption. The LRSPs are a requirement for the upcoming Safe Streets for All grants. The Tribal Transportation Needs Study is holding a kickoff meeting, and a Technical Advisory Group (TAG) will be formed soon. John and James Sookne will be working on the Urban Greening Grant for the Transit Hub in Clearlake. Finally, potential applications for the Active Transportation Program grants for the City of Clearlake and a combined project with the County and the City of Lakeport are being considered. The Clearlake project will focus on safer routes for vehicles and pedestrians around Burns Valley Elementary School. The combined project centers around potential improvements on Lakeshore Drive from Howard Street/Rainbow Road to Hartley Road.

**ii. Update on Available Carbon Reduction Program (CRP) Funds**

Michael Villa reported on the CRP, a federal funding source for projects designed to reduce transportation emissions. Funding for Cycle 1 and a portion of Cycle 2 have been de-obligated after the City of Clearlake was unable to use them for their intended purpose due to delays and additional cost increases to meet federal requirements. Cycles 1 and 2 now have a deadline of September 30, 2026 and later cycles may be obligated later. Available funding is estimated at \$613,570, but there are population restrictions which limit funding eligibility. A call for projects will be announced soon.

Ron Ladd asked a question which led to a conversation about population and census designated areas. There may be flexibility regarding population requirements. Caltrans Headquarters will have more involvement going forward. It was noted that the small funding amounts make it difficult to make an infrastructure project application worthwhile.

**iii. Miscellaneous - None.**

**b. Lake Transit Authority**

**i. Transit Hub Update** – James Sookne explained that the transit hub is still in the design phase, and they are working through the conditional use permit process. Consultants, surveyors and engineers have joined the design team for the project.

**ii. Current Transit Projects** - James reported that he plans to put in an application for the CRP funds to purchase new EV buses and charging infrastructure. Additionally, the four

additional buses that were ordered over a year ago are expected to be in service soon.

**iii. Miscellaneous - None.**

**c. Caltrans**

**i. Lake County Projects Update** – Blake Batten reported that District 1 will participate in the April 29 town hall meeting in Lucerne combining the three north shore municipal advisory committees including Western Region Town Hall, Central Region Town Hall, and Eastern Region Town Hall. The Caltrans Highway Maintenance Program is preparing to advertise for the Lake 20 Pedestrian Safety Enhancement Project involving four Rectangular Rapid Flashing Beacon (RRFB) crossings and other safety improvements in Lucerne to discourage passing in the left turn lane. Blake also shared about a few upcoming events, including a May 21 Tribal Summit at the Middletown Rancheria, and two open houses. One will take place in Eureka in June, and another will be held in Ukiah in July. Finally, Caltrans is preparing a comment letter for the draft Local Roads Safety Plans.

**ii. Miscellaneous - None.**

**d. Regional Housing Needs Allocation (RHNA) Update** – John Speka reported that the RHNA methodology as well as the Regional Transportation Plan have been adopted. The next step is to create a RHNA plan, which will be due in the coming months.

**e. Local Agency Updates**

**County of Lake:** Lars Ewing reported that both the South Main Street/Soda Bay Road Project and the Hill Road Slide Project, are slated for 2027. The Konocti Road Sidewalk project will begin construction in May. The Lampson Field Airport Rehab Project is currently advertising. Additionally, Max provided an update on the Lake County 2050 General Plan, and said progress is ongoing.

**City of Lakeport:** Ron Ladd reported that the Lakeport Boulevard Project design is complete. He asked Michael Villa about the timeframe to allocate construction funding, and stated that there are plans to utilize City funds to expand the project.

**City of Clearlake:** Trystan Hayes reported on the Arrowhead/Burns Valley/Olympic Paving Project, which will begin on May 5, and the Dam Road Roundabout Project, which has bid opening on May 7.

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

**6. Next Proposed Meeting – May 28, 2026**

**7. Adjourn Meeting – Meeting adjourned at 9:45 a.m.**

Respectfully Submitted,

Nephele Barrett  
Lake Area Planning Council