



LAKE COUNTY/CITY AREA PLANNING COUNCIL

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

525 South Main Street, Ukiah, CA 95482
Administration: Suite G ~ 707-234-3314
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REVISED

LAKE COUNTY/CITY AREA PLANNING COUNCIL (APC) AGENDA

DATE: Wednesday, June 1, 2022

TIME: 9:00

PLACE: City Council Chambers
14050 Olympic Drive
Clearlake, California

Audioconference

Dial-in number: 1 (669) 900-6833 / Meeting ID: 869 1809 9494# Passcode: 909555

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

In accordance with the modified Brown Act Requirements established by Governor Newsom's Executive Order N-29-20, and to facilitate Social Distancing due to COVID-19, Lake Area Planning Council's Board meeting will also be by audioconference. Public comments will be available during Wednesday's meeting on any agenda item. Please send comments to our Board Secretary, Charlene Parker, at cparker@dbcteam.net and note the agenda item number being addressed. Oral comments will also be accepted by telephone during the meeting when public comment is invited by the Chair.

-
1. Call to Order/Roll Call
 2. Adjourn to Policy Advisory Committee

PUBLIC EXPRESSION

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

CONSENT CALENDAR

4. Adoption of Resolution #21-22-21 to Implement Teleconferencing Requirements During a Proclaimed State of Emergency Pursuant to Assembly Bill 361
5. Approval of the SR 53 Corridor Local Circulation Plan
6. Approval of May 11, 2022 Minutes

REGULAR CALENDAR

- 6.a **Discussion and Recommended Approval of Final TDA Triennial Fiscal/Performance Audit (FY 2018/19, FY 2019/20, and FY 2020/21) ending June 30, 2021 (Davey-Bates) – (to be sent under separate cover)**
7. Presentation and Recommended Approval of the 2022/23 Lake Area Planning Council's Budget and adoption of resolutions: *(Pedrotti)*
 - a. Resolution No. 22-23-1 Allocating 2022/23 Local Transportation Funds for Administrative Purposes
 - b. Resolution No. 22-23-2 Allocating 2022/23 Local Transportation Funds for Bicycle and

- Pedestrian Facilities
 - c. Resolution No. 22-23-3 Allocating 2022/23 Local Transportation Funds and Carryover Funds for Planning Projects Included in the Work Program
 - d. Resolution No. 22-23-4 Allocating 2022/23 Local Transportation Funds to Lake Transit Authority
 - e. Resolution No. 22-23-5 Allocating State Transit Assistance Funds to Lake Transit Authority
 - f. Resolution No. 22-23-6 Approving State Transportation Improvement Program (STIP) Planning, Programming, and Monitoring Fund Transfer Agreement
 - g. Resolution No. 22-23-7 Allocation of 2022/23 Local Transportation Funds (5%) to the Consolidated Transportation Service Agency (CTSA) for Non-Emergency Medical Transportation (NEMT) Purposes
 - h. Resolution No. 22-23-8 Allocating State of Good Repair Program Funding to Lake Transit Authority
 - i. Resolution No. 22-23-9 Allocation of Local Transportation Funds (LTF) to the Reserve Fund
8. Presentation and Recommended Approval of 2022/23 Final Overall Work Program (Pedrotti)
9. Discussion and Proposed Approval of Innovative Concepts Project Review and Ranking (*Speka*)

RATIFY ACTION

- 10. Adjourn Policy Advisory Committee and Reconvene as Area Planning Council
- 11. Consideration and Adoption of Recommendations of Policy Advisory Committee

REPORTS

12. Reports & Information:
- a. Lake APC Planning Staff
 - i. Grant Updates (*Speka*)
 - ii. Pavement Management Program (PMP) Update (*Casey*)
 - iii. Miscellaneous
 - b. Lake APC Administration Staff
 - i. Next Meeting Date – **July 13, 2022 (tentative)**
 - ii. Miscellaneous
 - c. Lake APC Directors
 - d. Caltrans
 - i. SR 29 Project Update (*Pimentel*)
 - ii. Lake County Project Status Update (*Ahlstrand*)
 - iii. Miscellaneous
 - e. Rural Counties Task Force
 - i. Next Meeting Date – **July 15, 2022 (Teleconference)**
 - f. California Transportation Commission
 - i. Next Meeting Date – **June 29 – 30 (Sacramento)**
 - g. California Association of Councils of Governments (CalCOG)
 - i. CDAC Meeting – (*TBD*)
 - ii. CalCOG Board of Directors Meeting – **June 17, 2022**
 - h. Miscellaneous

INFORMATION PACKET

- 13. a) Draft 2/17/22 Lake TAC Minutes

ADJOURNMENT

PUBLIC EXPRESSION

Any member of the public may speak on any agenda item when recognized by the Chair for a time period, not to exceed 3 minutes per person and not more than 10 minutes per subject, prior to the Public Agency taking action on that agenda item.

AMERICANS WITH DISABILITIES ACT (ADA) REQUESTS

To request disability-related modifications or accommodations for accessible locations or meeting materials in alternative formats (as allowed under Section 12132 of the ADA) please contact the Lake Area Planning Council office at (707) 263-7799, at least 5 days' notice before the meeting.

ADDITIONS TO AGENDA

The Brown Act, Section 54954.2, states that the Board may take action on off-agenda items when:

- a) a majority vote determines that an "emergency situation" exists as defined in Section 54956.5, **or**
- b) a two-thirds vote of the body, or a unanimous vote of those present, determines that there is a need to take immediate action and the need for action arose after the agenda was legally posted, **or**
- c) the item was continued from a prior, legally posted meeting not more than five calendar days before this meeting.

CLOSED SESSION

If 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: May 27, 2022

Attachments:

- Agenda Item #4 – Resolution #21-22-21*
- Agenda Item #6 – 5/11/22 Lake APC Draft Minutes*
- Agenda Item #7 – 2022/23 Budget*
- Agenda Item #8 – Staff Report & Draft OWP*
- Agenda Item #9 – Staff Report*
- Agenda Item #12ai – Grant Update*
- Agenda Item #12aii – PMP Staff Report*
- Information Packet – 13) 2/17/22 Draft TAC Minutes*

LAKE COUNTY/CITY AREA PLANNING COUNCIL

RESOLUTION 21-22-21

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

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

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

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

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

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

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

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

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED THAT:

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

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

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

This resolution shall be effective upon adoption and remain in effect until APC's next regular board meeting on July 13, 2022, when Lake APC shall consider renewing its findings by subsequent resolution, in accordance with AB 361.

Adoption of this Resolution was moved by Director _____, seconded by Director _____, and carried on this 1st day of June 2022, by the following roll call vote:

AYES:
NOES:
ABSENT:

WHEREUPON, THE CHAIRMAN DECLARED THE RESOLUTION ADOPTED, AND SO ORDERED.

ATTEST: Lisa Davey-Bates
Executive Director

Stacey Mattina, Chair
APC Member



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

Wednesday, May 11, 2022

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

Present

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

Absent

Kenneth Parlet, Council Member, City of Lakeport

Also Present

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

Attending via Zoom

Alexis Pedrotti, Admin Staff – Lake APC
Nephele Barrett, Planning Staff – Lake APC
John Speka, Planning Staff – Lake APC
Danielle Casey, Planning Staff – Lake APC
Jody Lowblad, Planning Staff – Lake APC
Tatiana Ahlstrand, Caltrans District 1 (Policy Advisory Committee)
Rex Jackman, Transportation Planning, Caltrans District 1
Alan Flora, City Manager, City of Clearlake
Scott DeLeon, Public Works Director, County of Lake
Dave Swartz, City of Clearlake (Engineering Consultant)
Ruta Jariwala, Principal, TJKM
Roger Henderson, Director, TJKM
Carolyn Davis, Project Manager, Quincy Engineering

1. Call to Order/Roll Call

Chair Mattina called the meeting to order at 9:03 a.m. Secretary Charlene Parker called roll.
Members present: Sabatier, Simon, Mattina, Perdock, Cremer, Leonard, Warnement

2. Adjourn to Policy Advisory Committee

Chair Mattina adjourned to the Policy Advisory Committee (PAC) at 9:04 a.m. to include Caltrans District 1 staff and allow participation as a voting member of the Lake APC.

3. PUBLIC EXPRESSION

Chair Mattina requested public comments including any written comments.

CONSENT CALENDAR

4. Proposed Adoption of Resolution #21-22-19 to Implement Teleconferencing Requirements During a Proclaimed State of Emergency Pursuant to Assembly Bill 361

5. Approval of March 9, 2022 Draft Minutes

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

Director Sabatier requested that the March 9, 2022 minutes be corrected to reflect that Director Sabatier made a finding that the proper notice was completed, and proof was provided. The finding was seconded by Director Cremer and carried unanimously, for agenda item #6 Public Hearing: Unmet Transit Needs for Fiscal Year 2022/23.

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

Roll Call Vote: Ayes (8)-Directors Sabatier, Simon, Perdock, Cremer, Mattina, Leonard, Warnement, Tatiana Ahlstrand (PAC), Noes (0); Abstain (0); Absent (1) Director Parlet

REGULAR CALENDAR

6. Presentation of SR 53 Corridor Local Circulation Plan

Danielle introduced Ruta Jariwala, Project Manager, Roger Henderson, Director for TJKM and Carolyn Davis, Project Manager, Quincy Engineering for the presentation. Roger provided a detailed summary explaining that the SR 53 Corridor Local Circulation Plan was intended to identify a sustainable transportation strategy for the area. The process for creating the plan incorporated an integrated approach that considered land use, development, environment, and transportation. The Technical Advisory Group (TAG) produced the guiding principles that were livability, mobility, environmental, economy and collaboration to encourage the use of the principal arterial corridors SR53 and SR 29 through the city and discourage interregional traffic on SR20 along the North Shore of Clearlake. The goals and objectives of the study were to move interregional travel to SR 53 to SR 29 in order to be consistent with the expressway designation. Traffic calming measures will be used to discourage interregional traffic along the North Shore on SR 20. The intersection and interchange improvements along SR 53 will be compatible with planned development adjacent to the corridor. Ruta gave a detailed presentation of the past studies that were reviewed and used to build on for this study such as the 2011 SR53 Corridor Study, 2040 Clearlake General Plan Update, Clearlake Walmart Center Expansion EIR, Dam Road Retail Project Traffic Impact Study, Maha Resort at Guenoc Valley Transportation Impact Analysis, and Caltrans District 1 Growth Factor.

Ruta explained that this study includes analysis for various scenarios on existing conditions at intersections, bicycle facilities, pedestrian facilities and transit facilities. Ruta called attention to the preliminary roundabout analysis, and implementation of roundabouts through the corridor.

Carolyn discussed the short-term and long-term design improvements and recommendations. The recommendations were to maintain the same number of lanes, add turn lanes, traffic signals, multi-use path overcrossing, and replace signalized intersections with roundabouts and grade-separated interchanges. Carolyn explained the cost estimates and the next steps. The suggested feasibility studies were a roundabout on SR 53 at 40th and at 18 and the grade separation of Dam Road at SR 53.

Director Sabatier appreciated the movement towards roundabouts and asked if sound barrier walls were considered for safety concerns so that pedestrians will not have access to cross the highway. Carolyn replied that a sound barrier wall would need to be studied separately to find out if the cost of the sound wall provides enough benefits. Rex stated that Caltrans safety staff was aware of the ongoing issue of pedestrians crossing the highway in unsafe locations. Rex stated that Caltrans staff was looking into ways to improve the condition.

Director Cremer agreed stating there should be at least a tall cyclone fence along the highway. He also brought attention to the pedestrian deaths and asked if the recommendations include lighting because it was not safe for pedestrians to cross the highway.

The group discussed the sound barrier wall and lighting for crosswalks on 40th Avenue, Olympic Drive and 18th Avenue. Carolyn added that the lighting was included in the short-term plans of the study.

Director Cremer asked for clarification regarding the suggestion of installing a median to restrict left turns at the Jessie Street intersection in Lower Lake. Roger clarified that the idea was to reduce the level of left turns to make that section of the corridor safer. Roger noted that the recommendation would need more research and that transportation infrastructure is beginning to include many modifications in which a driver would need to pass a business and make a U-turn after the location rather than making a left turn straight into a business property.

The group discussed how important the SR 53/29 intersection was and why the details were not included in the study. Danielle reminded the Board that it was decided in terms of this project's timeline and funding limitations and that SR 53/29 would require a more in-depth study.

Alan Flora commented that he really appreciated the collaboration and work that went into this study. He noted that there were a lot of details to this study and hoped the Board would approve it. Rex agreed and stated that the study redefines the long-term concepts we have been working on for decades. The consensus was that the study will provide long-term progress and opportunities for the Corridor.

Chair Mattina requested any public comments regarding the SR 53 Corridor Local Circulation Plan. No comments were presented.

Lisa pointed out that the SR 53 Corridor Local Circulation Plan was not agenized for approval and would be added to the Consent on the next agenda.

7. Discussion and Recommended Approval of Resolution #21-22-20 to Determine if Unmet Transit Needs are Reasonable to Meet

James Sookne noted that his staff report outlined the annual Unmet Needs process. The Lake APC has been conducting the Unmet Needs process since 2014 to identify priority transit needs for transit dependent or transit disadvantaged populations within Lake County. The Unmet Transit Needs process is a requirement of the Transportation Development Act (TDA), if any Local Transportation Funds (LTF) are used for streets and roads purposes.

The Social Services Transportation Advisory Council (SSTAC) began the process in November 2021 by reviewing the 2021/22 Unmet Needs list for additions, deletions, and corrections. The SSTAC developed a proposed list, it was presented at a public hearing to the APC Board in March, at which a finding was made that the list contained needs that met the definition of Unmet Transit Needs and referred the list to the APC and LTA staff for additional analysis. The SSTAC discussed the list of potentially unmet transit needs and their responses. A recommendation was made to the APC that findings can be made that there are unmet transit needs, some of which are reasonable to meet according to the adopted definition. The APC shall now consider the recommendation and make findings on whether any of the needs are reasonable to meet.

James referenced the LTA's staff analysis provided in the packet. James explained that the analysis contains all the needs identified along with a response and recommendation addressing them. To make the finding A draft resolution has been prepared and was provided.

Chair Mattina requested any public comments regarding the Unmet Transit Needs. No comments were presented.

Director Cremer made a motion to approve the Resolution #21-22-20 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 (8)-Directors Sabatier, Simon, Perdock, Cremer, Mattina, Leonard, Warnement, Tatiana Ahlstrand (PAC), Noes (0); Abstain (0); Absent (1) Director Parlet

8. Presentation of 2022/23 (Draft) Lake APC Budget

Alexis Pedrotti reported that annually in May, APC staff presents a draft budget for the APC Board to review prior to adoption of the final document in June. Alexis explained that APC staff presented the upcoming FY 2022/23 development at the Executive Committee Meeting in March. Alexis reminded the Board Members the FY 2021/22 Local Transportation Fund (LTF) estimate through the established formula was a combined two-year increase 18.73% bringing the total LTF Estimate to \$1,834,040.

Alexis reported that the LTF revenues were estimated to increase by 6.83% in the upcoming fiscal year. This proposed increase would increase the LTF projected revenues by \$12,526 bringing the total LTF estimate to \$1,846,566. Alexis noted that after careful consideration of the ongoing financial instability of our funding sources, staff proposed a reduction to this year's LTF Fund Estimate to \$1,700.00 for the upcoming year. An adjustment can be considered mid-year if revenues continue to come in at a higher-than-expected rate.

Additionally, the Executive Committee met on March 2, 2022, and a recommendation was made to continue the contracts for Fiscal and Administration services with Davey-Bates Consulting (DBC) for Lake APC, LTA and SAFE. The APC took formal action to approve the fourth one-year extension at their March Board meeting. The contract extension includes an increase to accommodate the CPI increase of 4.2% plus an 11.5% increase to insurance benefits per the contract extension with DBC. The Executive Committee also recommended continuation of Planning Services for an additional year with Dow & Associates.

Alexis gave a detailed review of the various funding sources and expenditures for the upcoming 2022/23 Fiscal Year. Alexis explained that the draft budget outlines revenues and expenditures by local, state, and federal funding sources and includes the CARES Act and CRRSAA funds. Alexis noted that the first amendment to the Budget will incorporate the actual carryover amounts for all funding sources. Alexis called attention to the percentages for the Local Agency distribution for the Regional Surface Transportation Program (RSTP), stating that the County of Lake receives a separate apportionment that was included into the percentages.

Director Sabatier stated that it was good that we are maintaining reserves and being conservative in our approach. He noted that this was especially important knowing that we are moving toward construction of the Transit Hub project.

Chair Mattina requested any public comments regarding the Draft 2022/23 Lake APC Budget. No comments were presented.

9. Discussion of 2022/23 Overall Work Program

Alexis Pedrotti reported that the Overall Work Program (OWP) was developed to identify and program planning projects in the Lake County region. The OWP is consistently funded with three funding sources, Rural Planning Assistance (RPA) funds, Planning Programming and Monitoring (PPM) funds, and Local Transportation Funds (LTF). Grant funds also contribute to the OWP funding.

Annually, the process starts in December with APC staff distributing a call for planning projects. Eligible agencies submit requests for their projects. The OWP was discussed at the February Lake TAC meeting, and subsequently staff submitted to Caltrans for review, and ultimately APC Board approval. Alexis reported that Caltrans planning staff and Headquarters received the Draft OWP in March. District 1 staff submitted their comments back to the Lake APC with minor comments that have been incorporated into the final document. Alexis noted that there were a few more adjustments that will be added to the final document in June. Alexis explained that Planning, Programming and Monitoring (PPM) Funds are slightly down from last year's allocation of \$56,000 to a mere \$47,000 in Fiscal Year 2022/22. The RPA allocation was steady at \$294,000 for FY 2022/23. Those funding sources (PPM & RPA) are not adjustable, therefore approximately \$82,632 of LTF funding will be needed to fund planning projects proposed in the upcoming OWP. Alexis added that it is typical to see funding requests total more than the estimated funds available amount.

Alexis explained that the draft OWP includes several ongoing work elements that help support local agency staff to coordinate planning projects for all modes of transportation and coordination with the Lake APC. Alexis explained that the upcoming OWP does not include any new projects. In addition, the upcoming OWP has carryover projects the Lake County Priority Interregional Facilities Study, Pavement Management Program Update, and the Lake County Transit Development Plan Update.

Scott DeLeon, Public Works Director, thanked Alexis and all the staff with Lake APC, not only for securing the funding but for the amazing assistance they provided us in applying for and accessing these funds. Director Cremer thanked Alexis for the reports.

Chair Mattina requested any public comments regarding the Fourth Amendment to the Overall Work Program. No comments were presented.

RATIFY ACTION

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

Chair Mattina adjourned the Policy Advisory Committee at 10:29 a.m. and reconvened as the APC.

11. 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.

Roll Call Vote: Ayes (8)-Directors Sabatier, Simon, Perdock, Cremer, Mattina, Leonard, Warnement, Noes (0); Abstain (0); Absent (1) Director Parlet

REPORTS

12. Reports & Information

a. Lake APC Planning Staff

i. Update on Various Grant Programs

John reported that staff was working with LSC on the Sustainable Transportation Planning Grant program for the Transit Development Plan (TDP) Update. John explained that the LSC staff was in the process of analyzing the current data and preparing the onboard surveys that will be conducted at the beginning of June. John noted that staff was working with the City of Lakeport's staff on a Safe Routes to School grant. John gave a brief updated on the potential funding sources for the Lake 29 Expressway on Segments 2A and 2B. Staff was working with Caltrans staff on the Multimodal Project Discretionary Grant (MPDG). Unfortunately, the timeline for the Rural Surface Transportation Grant Program (Rural) was too short for the project. Additionally, Caltrans was currently looking into the Trade Corridor Enhancement (TCEP) program grant for right-of-way funds.

Lisa thanked Caltrans staff as several meetings to try to find the best pathway forward to fund right-of-way and construction for these last two segments. Lisa added that she would continue to search for funding opportunities and hopefully have success with the Trade Corridor Enhancement program.

ii. Pavement Management Program (PMP) Update

Danielle Casey reported that The Pavement Management Program (PMP) Update was underway by consultant Nichols Consulting Engineers (NCE). The project kick-off meeting took place on March 24, 2022 and was attended by staff from Lake APC, the County of Lake, the City of Clearlake, the City of Lakeport, and NCE.

Danielle explained that NCE Staff has updated the available files and documents received from the local agencies. NCE was preparing to start field data collection. Additionally, Semi-automated surveys on arterials and collectors started this week and walking surveys on residential areas will start next week. Danielle noted that all field work was expected to be completed by the end of June.

iii. Miscellaneous

Lisa reported that Lake APC staff was in the process of finding the best path forward for the Konocti Corridor Vehicle Miles Traveled (VMT) study for its interregional corridor system through the Lake County region. The study is intended to be a reference

document to calculate potential VMT and greenhouse gas (GHG) impacts in future improvement projects within the corridor.

Director Simon said that there were federal funding opportunities for charging stations for businesses and low-income families that could assist with GHG reductions.

b. Lake APC Administration Staff

i. APC Budget Update

Alexis Pedrotti reported that she received Local Transportation Fund (LTF) funds for April which were \$89,017, and we were starting to see a downturn in revenues. Lisa added that she was grateful that the Lake APC was prepared because they had initiated an LTF Reserve policy a few years ago that could be utilized if needed.

ii. Next Meeting Date – June 1, 2022 (*Lower Lake*)

iii. Miscellaneous

c. Lake APC Directors:

Director Sabatier gave an update stating that in 2021 there were 23 traffic deaths in Lake County. Lisa added that staff along with Caltrans staff continue to monitor the traffic deaths. Lisa reported as part of the TCEP application staff specifically called out the accidents. There were 23 on the North Shore and over 30 on the South Shore in a short period of time. Staff continues to push the safety data and how high the accidents are along Lake County highways compared to the state-wide average.

Director Sabatier questioned if there was an update on the Verizon Call box service.

Alexis replied that CASE Systems, Inc. staff was able to develop special radios that would work with Verizon cellular 4G conversions. Alexis reported that there will be a SAFE meeting on June 1, 2022, to approve the Budget. Lisa stated that the maintenance work will begin next week, and each callbox will be checked to make sure they are in working condition.

d. Caltrans

i. SR 29 Project Update:

Tatiana Ahlstrand reported that Jeff Pimentel was not available for the meeting today, however, he did provide an update. John Speka covered a lot of that in his report, but the one thing she added was they continue to work on the cost estimate for Segments 2A and 2B and that should be completed by the end of the month.

ii. Lake County Project Status:

Tatiana Ahlstrand reported that there were a couple of projects in the scoping phase that staff was initiating in Lake County, including a paving project that includes guardrail upgrades, lighting, traffic signals, side panels, curb ramps, bike lanes, crosswalks, rumble strips on Lake 29 from the Hwy 20 roundabout to where Segment 2C begins and the crossing at SR29 and Soda Bay Road. The second proposed project was a safety project on Lake 29 in Middletown that proposes left-turn channelization, widens shoulders, modified curb ramps, and flashing beacon at Armstrong Street.

iii. Office of Traffic Safety (OTS) Update:

Tatiana provided an update in response to the signage concern Highway 20/53 roundabout. It was decided that one guide sign will be relocated, and the Office of Traffic Safety was still reviewing signage to determine if the text size of the signs comply with current standards.

The second safety concern was the left-turn pocket on Bell Park Avenue. Caltrans staff analyzed the near miss accidents, turning movements and counts gathered from the camera data. It was determined that the left-turn pocket did not meet warrants by collision data. However, it was revealed that it did meet operational warrants for a left-turn pocket. Tatiana added that staff will be drafting a proposal for the left-turn channelization. Director Cremer thanked Tatiana.

Tatiana gave an update on the concerns on SR 29 just south of the Highway 29/53 intersection where the striping goes from two lanes, to one and then back to two lanes just north of the intersection. The Work Zone Operations of Mobility Program staff looked into this further and it was determined that there was no safety reason to extend the two lanes to SR 53 intersection. Caltrans determined without delay or accident data, there wasn't an operational improvement that could be justified. In fact, by bringing the traffic in to the single lane it provided traffic calming, which could be beneficial.

Director Simon thanked Tatiana for the update and said that the other concern for that area was traffic weaved in and out of the busy fueling station. There was only one lane and not only does the traffic get backed up, but it was also a safety concern.

Director Sabatier question if the LTA buses had a challenging time turning into the fuel station. Gray McFarland and Johnnie Lyndsey, Paratransit Services both agreed it was a constant challenge for the drivers.

The group discussed traffic safety concerns and how difficult it was for traffic to turn into that fueling station. Tatiana stated that as traffic increases, the area may be addressed again in the future.

iv. Miscellaneous

Tatiana noted the award of the 2022/23 Sustainable Transportation Planning grant funds, and congratulated the City of Lakeport on its Active Transportation Plan and Robinson Rancheria's Long-Range Tribal Transportation Plan.

- e. Rural Counties Task Force
 - i. Next Meeting Date – May 20, 2022
- f. California Transportation Commission
 - i. Next Meeting Date – May 18 – 19 (*/Webinar*)
- g. California Association of Councils of Governments (CalCOG)
 - i. CDAC Meeting – (*TBD*)
 - h. CalCOG Board of Directors Meeting – June 17, 2022.
 - i. Miscellaneous

INFORMATION PACKET

13. a) 1/18/22 SSTAC Minutes

ADJOURNMENT

The meeting was adjourned by Chair Mattina at 11:05 a.m.

Respectfully Submitted,

DRAFT

Charlene Parker
Administrative Associate



LAKE COUNTY/CITY
AREA PLANNING
COUNCIL

Regional Transportation Planning Agency

Fiscal Year 2022/23

BUDGET

Approved by Board of Directors: June 1, 2022

Prepared By:

Lake APC Staff
525 South Main Street, Suite G
Ukiah, CA 95482
(707)234-3314

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EXECUTIVE DIRECTOR'S INTRODUCTION

2022/23 BUDGET SUMMARY

2021/22 BUDGET SUMMARY – 1ST AMENDMENT

2020/21 BUDGET SUMMARY – 2ND AMENDMENT

SUPPORTING DOCUMENTATION:

- NOTES ON FUNDING SOURCES
- TRANSPORTATION DEVELOPMENT ACT (TDA) BUDGET CALENDAR
- PROPOSED APC RESOLUTIONS 22-23-1 THROUGH 22-23-9
- DAVEY-BATES CONSULTING ADMINISTRATIVE CONTRACT AGREEMENT FOR PROFESSIONAL SERVICES
- DOW & ASSOCIATES PLANNING CONTRACT AGREEMENT FOR PROFESSIONAL SERVICES
- LAKE TRANSIT AUTHORITY CLAIM LETTER AND SUPPORTING CLAIM FOR LTF & STA FUNDING FOR FY 2022/23
- LAKE LINKS, CTSA CLAIM LETTER FOR 5% LTF FUNDING FOR FY 2022/23



LAKE COUNTY/CITY AREA PLANNING COUNCIL

Lisa Davey-Bates, Executive Director
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Administration: Suite G ~ 707-234-3314
Planning: Suite B ~ 707-263-7799

May 25, 2022

TO: Lake Area Planning Council (APC) Board of Directors

FROM: Lisa Davey-Bates, Executive Director

Lake APC 2022/23 Fiscal Year Budget

The 2022/23 budget is being submitted for your consideration at the June 1, 2022 Lake APC Board meeting. The draft budget summary was presented and reviewed at the last board meeting on May 11, 2022. This budget document includes informational items and supporting documentation that was not originally included with the draft budget summary. Following is a brief summary of the four main components of the Lake APC's Budget:

Administration

In the Transportation Development Act (TDA), funds for Administration of the agency are placed at the top of the priorities for allocation, in amounts "as necessary". The Administration budget has similar ongoing line items from year to year, such as the Davey-Bates Consulting contract agreement, travel/training expenses, board member reimbursement, Lake County Auditor-Controller's annual expense, the annual financial audit and a few annual memberships the APC participates in. Contingency funds are added to the budget to capture expenses that go above and beyond the administrative contract, or for unexpected expenditures.

Bicycle & Pedestrian

After administration is allocated, the TDA allows up to two percent of Local Transportation Funds (LTF) "for the exclusive use of pedestrians and bicycles." Lake APC allocates the full two percent annually to a separate fund, and awards funds on a competitive application basis.

Consolidated Transportation Services Agency (CTSA)

Like the Bicycle and Pedestrian allocation, once the administration is allocated, the TDA allows up to five percent of Local Transportation Funds (LTF) to be allocated in accordance with Article 4.5 "community transit services" that "link intracommunity origins and destinations," including services to the elderly or persons with disabilities. The Consolidated Transportation Service Agency (CTSA) is eligible for TDA funds under this Article.

Planning

Although the Lake APC has many functions, a major responsibility is planning and managing the Overall Work Program (OWP). After allocating Local Transportation Funds (LTF) to the Administration and Bicycle and Pedestrian funds, the APC then allocates approximately \$50,000-\$100,000 of Local Transportation Funds to complete projects under the OWP. Along with the LTF Funds, the APC also receives Rural Planning Assistance (RPA), and Planning, Programming and Monitoring (PPM) Funds to fund the OWP. Depending on the projects and monies available, the Lake APC typically has grant funds programmed in the work program. The OWP is developed by APC staff but is reviewed and approved by the Technical Advisory Committee (TAC), prior to be presented to the APC Board for final approval.

Transit

After allocating Local Transportation Funds (LTF) for Administration, Bicycle and Pedestrian, Article 4.5 – CTSA, and Planning funds, the balance of remaining LTF is then allocated to Lake Transit Authority (LTA), the only eligible claimant in Lake County. LTA also receives State Transit Assistance (STA) funds. This fiscal year LTA will receive STA funding in the amount of \$627,325 based the preliminary estimate provided by the State Controller's Office. LTA will also receive funding in the amount of \$103,325 from the State of Good Repair Program that was recently established as part of Senate Bill 1 (2017). All funds will be passed through the Lake APC to provide capital assistance to rehabilitate and modernize our local transit system.

In response to the COVID-19 Pandemic, congress passed, with overwhelming bipartisan support, the Coronavirus Aid, Relief, and Economic Security (CARES) Act, which was signed into law by President Trump on March 27th, 2020. The CARES Act provided over \$2 trillion for economic relief for America, of which \$25 billion was specifically allocated to help the nation's public transportation system to prevent, prepare for, and respond to COVID-19. Although the priority for the funding is operational expenses, the Federal Transit Administration (FTA) will consider expenses normally eligible under the Section 5311 and 5311(F) Program incurred after January 20, 2020 in response to the COVID-19. An estimated \$863,748 of CARES (Ph I & II) has been included in this year's budget for Fiscal Year 2022/23. Lake APC staff will administer the funding, which will be passed through to Lake Transit Authority.

On December 27, 2020, the Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA) was signed into law. The bill includes \$900 billion in supplemental appropriations for COVID-19 relief, including \$14 billion of which was allocated to support the transit industry during the COVID-19 public health emergency. CRRSAA funding will be disbursed through FTA apportionments to its Urbanized Area (Section 5307), Rural Formula (5311 & 5311f), Tribal Transit (5311c) and Enhanced Mobility for Seniors and Individuals with Disabilities (5310) programs. An estimated carryover amount totaling \$1,074,575 has been identified in the Lake APC's Budget. Like the CARES Act, these funds will be administered by Lake APC staff and passed through to the Lake Transit Authority.

CRRSAA also included an apportionment of \$911.8 million in highway infrastructure program funds for California. The California Transportation Commission (CTC) approved a distribution method of the funds with 60% going to the State and 40% to the regions, of which 50% will be allocated through the Surface Transportation Block Grant (STBG) formula and 50% through the State Transportation Improvement Program (STIP) formula. Funds apportioned to the Lake County region total \$863,816, with \$312,040 flowing through the CRRSAA Program and \$524,187.00 through the Mid-Cycle STIP (and an additional PPM of \$27,589).

The American Rescue Plan Act of 2021 (ARPA), which President Biden signed on March 11, 2021, includes \$30.5 billion in Federal Funding to support the nation's public transportation systems as they continue to respond to the COVID-19 pandemic. APC anticipates additional funding for Lake Transit Authority in the coming fiscal year, but currently are unaware of the actual amount.

I hope you find this document informational and helpful. Please feel free to contact me with any questions you may have about the 2022/23 Lake APC Budget or other issues.

Best Regards,



Lisa Davey-Bates
Executive Director

/ldb

Enclosures

5311 CRRSAA Carryover - FY 2021/22	\$	1,074,575	\$	-	\$	-	\$	-	\$	1,074,575						Coronavirus Response and Relief Supplemental Appropriations Act - Pass through funding to LTA
Total Federal Revenues:	\$	3,120,945	\$	-	\$	-	\$	-	\$	3,120,945						
GRAND TOTAL REVENUES	\$	6,724,328	\$	-	\$	-	\$	-	\$	6,724,328						

ALLOCATIONS

COMMENTS:

	Budget					Actual				Year-to-Date Total				
	Adopted:	Adjustment	Adjustment	Adjustment	Estimated	Actual	1st Qtr.	2nd Qtr.	3rd Qtr.			4th Qtr.		
LOCAL:														
Local Transportation Funds (LTF)														
Administration Breakdown:														
<i>DBC Contract Extension (July 1, 2022 to June 30, 2023)</i>	\$	566,267	\$	-	\$	-	\$	-	\$	566,267				APC & LTA Admin Contract Extension Approved 3/9/22.
<i>Board Member Reimbursement for Meetings</i>	\$	4,000	\$	-	\$	-	\$	-	\$	4,000				\$50 per diem reimbursement to board members for meeting attendance.
<i>Training/Travel Expenses (uncontracted)</i>	\$	5,000	\$	-	\$	-	\$	-	\$	5,000				Covers expenses for training/travel not included in contract or work program.
<i>Lake County Auditor/Controller</i>	\$	6,000	\$	-	\$	-	\$	-	\$	6,000				Accounting services by the County of Lake Auditor's Office
<i>Fiscal Audit</i>	\$	11,000	\$	-	\$	-	\$	-	\$	11,000				Annual requirement of TDA to audit LTF funds
<i>Performance Audit</i>	\$	-	\$	-	\$	-	\$	-	\$	-				No Triennial Performance Audit scheduled this year.
<i>Membership Dues -CalCOG, NARC, NSSR</i>	\$	8,000	\$	-	\$	-	\$	-	\$	8,000				Facilitates communication between COGs, local officials, state/federal agencies & public
<i>Contingency</i>	\$	6,000	\$	-	\$	-	\$	-	\$	6,000				Unexpected costs beyond typical annual LTF expenses
Total 2022/23 Administration Allocations	\$	606,267	\$	-	\$	-	\$	-	\$	606,267				
LTF Carry-Over - Administration - 2021/22 Allocation		TBD	\$	-	\$	-	\$	-	\$	-				
Bicycle and Pedestrian Reserve Fund	\$	21,875	\$	-	\$	-	\$	-	\$	21,875				2% LTF Allocation for Bike and Pedestrian Purposes
LTF Carry-over -2% Bike & Ped - 2021/22 Allocation	\$	219,451	\$	-	\$	-	\$	-	\$	219,451				Lakeport Balance = \$143,857+ County Balance = \$51,181
LTF 2022/23 Work Program Allocation	\$	82,632	\$	-	\$	-	\$	-	\$	82,632				New OWP Planning Amount for FY 2022/23.
LTF Carry-Over from 2021/22 Work Program	\$	117,502	\$	-	\$	-	\$	-	\$	117,502				Reflects 2021/22 actual carryover known at this point, additional CO will be reflected in the 1st Amend.
LTF (Article 4.5) 5% Allocation to CTSA - 2022/23	\$	54,687	\$	-	\$	-	\$	-	\$	54,687				These funds will be allocated to Lake Links, CTSA for Lake County.
LTF Carry-over -5% CTSA- 2021/22 Allocation		TBD	\$	-	\$	-	\$	-	\$	-				
LTF Allocation to Lake Transit Authority 2022/23	\$	849,540	\$	-	\$	-	\$	-	\$	849,540				FY 2022/23 Transit Allocation
LTF Carry-Over from 2021/22 LTA Allocation	\$	-	\$	-	\$	-	\$	-	\$	-				No expected carryover from FY 2021/22.
LTF Reserve Accounts														
LTF 5% Reserve Allocation - 2022/23	\$	85,000	\$	-	\$	-	\$	-	\$	85,000				LTF Policy approved in June 2019 - Allocated 5% to LTF Reserve Fund.
LTF Carry-Over - Unrestricted Account 2021/22	\$	-	\$	-	\$	-	\$	-	\$	-				
LTF - RESERVE FUND	\$	469,780	\$	-	\$	-	\$	-	\$	469,780				Reserve Account established based previous discussion and approval at 4/14/21 APC Board Meeting.
Total LTF Allocations:	\$	2,506,733	\$	-	\$	-	\$	-	\$	2,506,733				
Total Local Allocations:	\$	2,506,733	\$	-	\$	-	\$	-	\$	2,506,733				
STATE:														
Planning Programming & Monitoring (PPM) Funds														
Planning Programming & Monitoring (PPM) Funds	\$	47,000	\$	-	\$	-	\$	-	\$	47,000				2022/23 PPM Allocation Amount
PPM Carry-Over from 2021/22 Work Program	\$	15,000	\$	-	\$	-	\$	-	\$	15,000				Reflects 2021/22 estimated carryover known at this point, additional CO will be reflected in the 1st Amend.
Total PPM Allocations:	\$	62,000	\$	-	\$	-	\$	-	\$	62,000				
Rural Planning Assistance Funds (RPA)														
Rural Planning Assistance (RPA) Funds programmed in 2022/23	\$	294,000	\$	-	\$	-	\$	-	\$	294,000				
RPA Carryover Funds from 2021/22 OWP	\$	10,000	\$	-	\$	-	\$	-	\$	10,000				2021/22 Estimated Carryover Amount - Actuals will be reflected in the 1st Amendment.
Total RPA Funds:	\$	304,000	\$	-	\$	-	\$	-	\$	304,000				
State Transit Assistance (STA) Funds														
STA Allocation to Lake Transit Authority 2022/23	\$	627,325	\$	-	\$	-	\$	-	\$	627,325				2022/23 STA Alloc. - Allocation based on preliminary estimate. 1/2022
STA Carry-Over to Lake Transit Authority		TBD	\$	-	\$	-	\$	-	\$	-				2021/22 actual carryover amounts will be reflected in the 1st Amendment
Total STA Funds:	\$	627,325	\$	-	\$	-	\$	-	\$	627,325				
State of Good Repair (SGR) Program Funds														
State of Good Repair Program Allocation 2022/23	\$	103,325	\$	-	\$	-	\$	-	\$	103,325				2022/23 SGR Alloc. - Allocation based on estimate - Jan 2022.
State of Good Repair Program Carryover		TBD	\$	-	\$	-	\$	-	\$	-				2021/22 actual carryover amounts will be reflected in the 1st Amendment
Total SGR Funds:	\$	103,325	\$	-	\$	-	\$	-	\$	103,325				
Total State Allocations:	\$	1,096,650	\$	-	\$	-	\$	-	\$	1,096,650				



LAKE COUNTY/CITY AREA PLANNING COUNCIL
FY 2021/22
AMENDMENT #1 - BUDGET SUMMARY - 9/8/2021

REVENUES	Budget				Actual	Actual				Year-to-Date Total	COMMENTS:
	Adopted: 6/2/21	Amend: #1 9/8/2021	Amend: #2 6/1/2022			1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.		
LOCAL:											
Local Transportation Funds (LTF)											
Local Transportation Funds (LTF) Estimated-2021/22	\$ 1,834,040	\$ -	\$ -	\$ -	\$ 1,834,040						2021/22 LTF Estimate (2-year) combined increase of 18.73%
LTF Prior-Year Unallocated LTF Revenue	\$ -	\$ -	\$ -	\$ -	\$ -						
LTF Carry-Over from 2020/21 Work Program	\$ 15,964	\$ 46,485	\$ -	\$ -	\$ 62,449						Reflects 2020/21 actual carryover included in the OWP.
LTF - OWP Planning Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -						
LTF Carry-Over from 2020/21 LTA Allocation	\$ -	\$ -	\$ -	\$ -	\$ -						
LTF Carry-over -2% Bike & Ped - 2020/21 Allocation	\$ 195,038	\$ -	\$ -	\$ -	\$ 195,038						Lakeport Balance = \$143,857+ County Balance = \$51,181
LTF Carry-over - Administration - 2020/21 Allocation	\$ -	\$ 25,271	\$ -	\$ -	\$ 25,271						Actual carryover from FY 2020/21.
LTF Carry-over -5% CTSA- 2020/21 Allocation	\$ -	\$ -	\$ -	\$ -	\$ -						Actual carryover for this account will be reflected in the 2nd Amendment, after the grant Caltrans Grant Reimb.
LTF Carry-Over - Unrestricted Account 2020/21	\$ 577,838	\$ -	\$ -	\$ -	\$ 577,838						Unrestricted balance.
LTF - Reserve Fund	\$ 378,078	\$ -	\$ -	\$ -	\$ 378,078						Option A: Reserve Acct established based approval at 4/14/21 APC Board Mtg. (\$300k + 20/21 Reserve \$78,078)
Total Local Transportation Funds:	\$ 3,000,958	\$ 71,756	\$ -	\$ -	\$ 3,072,714						
Local Agency Reimbursement - LRSP State Funding											
Local Roads Safety Plan Funding (WE 618)-FY 2020/21	\$ -	\$ 84,317	\$ -	\$ -	\$ 84,317						2020/21 actual carryover in the OWP to complete the project.
Total Local Reimbursable Funds:	\$ -	\$ 84,317	\$ -	\$ -	\$ 84,317						
Total Local Revenues:	\$ 3,000,958	\$ 156,073	\$ -	\$ -	\$ 3,157,031						
STATE:											
Planning Programming & Monitoring (PPM) Funds											
Planning Programming & Monitoring (PPM) Funds-2021/22	\$ 56,000	\$ -	\$ -	\$ -	\$ 56,000						
PPM Carry-Over Funds from 2020/21 Work Program	\$ 43,440	\$ -	\$ -	\$ -	\$ 43,440						Reflects 2020/21 actual carryover.
Total PPM Funds:	\$ 99,440	\$ -	\$ -	\$ -	\$ 99,440						
Rural Planning Assistance Funds (RPA)											
Rural Planning Assistance (RPA) Funds programmed in 2021/22	\$ 294,000	\$ -	\$ -	\$ -	\$ 294,000						2021/22 Allocation for Planning
RPA Carryover Funds from 2020/21 OWP	\$ 12,500	\$ 46,585	\$ -	\$ -	\$ 59,085						Reflects 2020/21 actual carryover.
Total RPA Funds:	\$ 306,500	\$ 46,585	\$ -	\$ -	\$ 353,085						
State Transit Assistance (STA) Funds											
STA Allocation to Lake Transit Authority 2021/22	\$ 466,193	\$ 105,168	\$ -	\$ -	\$ 571,361						2021/22 STA Alloc. - Adjustment based on State Auditors Report 7/30/2021
STA Carry-Over to Lake Transit Authority 2020/21	\$ -	\$ 78,737	\$ -	\$ -	\$ 78,737						Reflects 2020/21 actual carryover.
Total STA Funds:	\$ 466,193	\$ 183,905	\$ -	\$ -	\$ 650,098						
State of Good Repair (SGR) Program Funds											
State of Good Repair Program Allocation 2021/22	\$ 99,707	\$ 609	\$ -	\$ -	\$ 100,316						2021/22 SGR Alloc. - Adjustment based on State Auditors Report 7/30/2021
State of Good Repair Program Carryover 2020/21	\$ -	\$ 209,608	\$ -	\$ -	\$ 209,608						Reflects 2020/21 actual carryover.
Total SGR Funds:	\$ 99,707	\$ 210,217	\$ -	\$ -	\$ 309,924						
Regional Early Action Planning (REAP) Program											
Regional Early Action Planning (REAP) Funding-Carryover FY 2020	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000						Authorized by AB 101 (2019) to provide funding to agencies responsible for RHNA to increase housing planning and accelerate housing production.
Total REAP Funds:	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000						
Total State Revenues:	\$ 1,121,840	\$ 440,707	\$ -	\$ -	\$ 1,562,547						
FEDERAL:											
Regional Surface Transportation Program (RSTP)											
RSTP Local Agency Distribution (2021/22):	\$ 681,856	\$ -	\$ -	\$ -	\$ 681,856						Passes through to cities/County
RSTP Carryover (2020/21):	\$ -	\$ -	\$ -	\$ -	\$ -						Apportionment for FY 2020/21. Allocation will be received in 2021/22
Total RSTP Funds for Distribution:	\$ 681,856	\$ -	\$ -	\$ -	\$ 681,856						2020/21 carryover amounts will be reflected in the 2nd amendment.

FHWA - SPR Strategic Partnership Grant																				
SR 53 Corridor Local Circulation Study (WE 617)-FY 2019/20	\$	-	\$ 97,800	\$	-	\$ -	\$	-	\$ -	\$	97,800									2020/21 actual carryover in the OWP to complete the project.
Total FHWA Funds:	\$	-	\$ 97,800	\$	-	\$ -	\$	-	\$ -	\$	97,800									
FTA - Sustainable Communities Grant																				
Transit Development Plan Update (WE 615)-FY 2021/22	\$	-	\$ 103,580	\$	-	\$ -	\$	-	\$ -	\$	103,580									Grant award notification in June 2021. Grant funds have been amended into the OWP.
Total FTA Funds:	\$	-	\$ 103,580	\$	-	\$ -	\$	-	\$ -	\$	103,580									
5311 Federal Funds - FFY 2021	\$	406,458	\$ -	\$ -	\$ -	\$ -	\$	-	\$ -	\$	406,458									FFY 2021-Regional Apportionment to LTA
5311 CARES Allocation - FY 2021/22	\$	786,640	\$ -	\$ -	\$ -	\$ -	\$	-	\$ -	\$	786,640									(Phase 2) -Coronavirus Aid Relief and Economic Security Funding - Approved March 2020 - Pass through funding for LTA
5311 (F) CARES Allocation - FY 2021/22	\$	495,482	\$ -	\$ -	\$ -	\$ -	\$	-	\$ -	\$	495,482									
5311 CRRSAA Allocation - FY 2021/22	\$	1,074,575	\$ -	\$ -	\$ -	\$ -	\$	-	\$ -	\$	1,074,575									Coronavirus Response and Relief Supplemental Appropriations Act - Pass through funding to LTA
Total Federal Revenues:	\$	3,445,011	\$	201,380	\$	-	\$	-	\$	-	3,646,391									
GRAND TOTAL REVENUES	\$	7,567,809	\$	798,160	\$	-	\$	-	\$	-	8,365,969									

ALLOCATIONS

COMMENTS:

	Budget						Actual				Year-to-Date Total			
	Adopted:	Amend: #1 9/8/2021	Amend: #2 6/1/2022	Adjustment	Estimated	Actual	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.				
LOCAL:														
Local Transportation Funds (LTF)														
Administration Breakdown:														
DBC Contract Extension (July 1, 2021 to June 30, 2022)	\$	558,412	\$ -	\$ -	\$ -	\$	558,412							APC & LTA Admin Contract Extension Approved 4/14/21.
Board Member Reimbursement for Meetings	\$	4,000	\$ -	\$ -	\$ -	\$	4,000							\$50 per diem reimbursement to board members for meeting attendance.
Training/Travel Expenses (uncontracted)	\$	5,000	\$ -	\$ -	\$ -	\$	5,000							Covers expenses for training/travel not included in contract or work program.
Lake County Auditor/Controller	\$	6,000	\$ -	\$ -	\$ -	\$	6,000							Accounting services by the County of Lake Auditor's Office
Fiscal Audit	\$	11,000	\$ -	\$ -	\$ -	\$	11,000							Annual requirement of TDA to audit LTF funds
Performance Audit	\$	15,000	\$ -	\$ -	\$ -	\$	15,000							2018/19, 2019/20 and 2020/21 Triennial Performance Audit scheduled this year.
Membership Dues - CalCOG, NARC, NSSR	\$	8,000	\$ -	\$ -	\$ -	\$	8,000							Facilitates communication between COGs, local officials, state/federal agencies & public
Contingency	\$	6,000	\$ -	\$ -	\$ -	\$	6,000							Unexpected costs beyond typical annual LTF expenses
Total 2021/22 Administration Allocations	\$	613,412	\$	-	\$	-	613,412							
LTF Carry-Over - Administration - 2020/21 Allocation	\$	-	\$ 25,271	\$ -	\$ -	\$	25,271							
Bicycle and Pedestrian Reserve Fund	\$	24,413	\$	-	\$	-	24,413							2% LTF Allocation for Bike and Pedestrian Purposes
LTF Carry-over -2% Bike & Ped - 2020/21 Allocation	\$	195,038	\$ -	\$ -	\$ -	\$	195,038							Lakeport Balance = \$143,857+ County Balance = \$51,181
LTF 2021/22 Work Program Allocation	\$	142,096	\$	100,000	\$	-	242,096							New OWP Planning Amount for FY 2021/22. OWP Amend increases request by \$100k
LTF Carry-Over from 2020/21 Work Program	\$	15,964	\$ 46,485	\$ -	\$ -	\$	62,449							Reflects 2020/21 actual carryover.
LTF (Article 4.5) 5% Allocation to CTSA - 2021/22	\$	61,031	\$	-	\$	-	61,031							These funds will be allocated to Lake Links, CTSA for Lake County.
LTF Carry-over -5% CTSA- 2020/21 Allocation	\$	-	\$ -	\$ -	\$ -	\$	-							
LTF Allocation to Lake Transit Authority 2021/22	\$	901,386	\$	-	\$	-	901,386							FY 2021/22 Transit Allocation
LTF Carry-Over from 2020/21 LTA Allocation	\$	-	\$ -	\$ -	\$ -	\$	-							No expected carryover from FY 2020/21.
LTF Reserve Accounts														
LTF 5% Reserve Allocation - 2021/22	\$	91,702	\$ -	\$ -	\$ -	\$	91,702							LTF Policy approved in June 2019 - Allocated 5% to LTF Reserve Fund.
LTF Carry-Over - Unrestricted Account 2020/21	\$	577,838	\$ (100,000)	\$ -	\$ -	\$	477,838							Unrestricted balance. Additional \$100k allocation to OWP deducted. Will not affect LTA Allocation.
LTF - RESERVE FUND	\$	378,078	\$ -	\$ -	\$ -	\$	378,078							Reserve Account established based previous discussion and approval at 4/14/21 APC Board Meeting.
Total LTF Allocations:	\$	3,000,958	\$	71,756	\$	-	3,072,714							
Local Agency Reimbursement - LRSP State Funding														
Local Roads Safety Plan Funding (WE 618)-FY 2020/21	\$	-	\$ 84,317	\$ -	\$ -	\$	84,317							2020/21 actual carryover in the OWP to complete the project.
Total Local Reimbursable Funds:	\$	-	\$ 84,317	\$ -	\$ -	\$	84,317							
Total Local Allocations:	\$	3,000,958	\$	156,073	\$	-	3,157,031							
STATE:														
Planning Programming & Monitoring (PPM) Funds														
Planning Programming & Monitoring (PPM) Funds	\$	56,000	\$ -	\$ -	\$ -	\$	56,000							2021/22 PPM Allocation Amount

PPM Carry-Over from 2020/21 Work Program	\$ 43,440	\$ -	\$ -	\$ -	\$ 43,440	Reflects 2020/21 actual carryover.
Total PPM Allocations:	\$ 99,440	\$ -	\$ -	\$ -	\$ 99,440	
Rural Planning Assistance Funds (RPA)						
Rural Planning Assistance (RPA) Funds programmed in 2021/22	\$ 294,000	\$ -	\$ -	\$ -	\$ 294,000	
RPA Carryover Funds from 2020/21 OWP	\$ 12,500	\$ 46,585	\$ -	\$ -	\$ 59,085	Reflects 2020/21 actual carryover.
Total RPA Funds:	\$ 306,500	\$ 46,585	\$ -	\$ -	\$ 353,085	
State Transit Assistance (STA) Funds						
STA Allocation to Lake Transit Authority 2021/22	\$ 466,193	\$ 105,168	\$ -	\$ -	\$ 571,361	2021/22 STA Alloc. - Adjustment based on State Auditors Report 7/30/2021
STA Carry-Over to Lake Transit Authority	\$ -	\$ 78,737	\$ -	\$ -	\$ 78,737	Reflects 2020/21 actual carryover.
Total STA Funds:	\$ 466,193	\$ 183,905	\$ -	\$ -	\$ 650,098	
State of Good Repair (SGR) Program Funds						
State of Good Repair Program Allocation 2021/22	\$ 99,707	\$ 609	\$ -	\$ -	\$ 100,316	2021/22 SGR Alloc. - Adjustment based on State Auditors Report 7/30/2021
State of Good Repair Program Carryover	\$ -	\$ 209,608	\$ -	\$ -	\$ 209,608	Reflects 2020/21 actual carryover.
Total SGR Funds:	\$ 99,707	\$ 210,217	\$ -	\$ -	\$ 309,924	
Regional Early Action Planning (REAP) Program						
Regional Early Action Planning (REAP) Funding-Carryover FY 2020	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000	Authorized by AB 101 (2019) to provide funding to agencies responsible for RHNA to increase housing planning and accelerate housing production.
Total REAP Funds:	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000	
Total State Allocations:	\$ 1,121,840	\$ 440,707	\$ -	\$ -	\$ 1,562,547	
FEDERAL:						
Regional Surface Transportation Program (RSTP)						
RSTP Local Agency Distribution (2021/22):	\$ 681,856	\$ -	\$ -	\$ -	\$ 681,856	Passes through to cities/County
Lakeport (8%)	\$ 74,138	\$ -	\$ -	\$ -	\$ 74,138	Apportionment for FY 2020/21. Allocation will be received in 2021/22
Clearlake (22%)	\$ 203,880	\$ -	\$ -	\$ -	\$ 203,880	
Lake County (70%)	\$ 403,838	\$ -	\$ -	\$ -	\$ 403,838	County's separate RSTP 182.6(d2) apportionment-\$244,873 included in formula
RSTP Carryover (2020/21):	\$ -	\$ -	\$ -	\$ -	\$ -	
Total RSTP Funds for Distribution:	\$ 681,856	\$ -	\$ -	\$ -	\$ 681,856	
FHWA - SPR Strategic Partnership Grant						
SR 53 Corridor Local Circulation Study (WE 617)-FY 2019/20	\$ -	\$ 97,800	\$ -	\$ -	\$ 97,800	2020/21 actual carryover in the OWP to complete the project.
Total FHWA Funds:	\$ -	\$ 97,800	\$ -	\$ -	\$ 97,800	
FTA - Sustainable Communities Grant						
Transit Development Plan Update (WE 615)-FY 2021/22	\$ -	\$ 103,580	\$ -	\$ -	\$ 103,580	Grant award notification in June 2021. Grant funds have been amended into the OWP.
Total FTA Funds:	\$ -	\$ 103,580	\$ -	\$ -	\$ 103,580	
5311 Federal Funds - FFY 2021						
5311 CARES Allocation - FY 2021/22	\$ 786,640	\$ -	\$ -	\$ -	\$ 786,640	FFY 2021-Regional Apportionment to LTA
5311 (F) CARES Allocation - FY 2021/22	\$ 495,482	\$ -	\$ -	\$ -	\$ 495,482	(Phase 2) -Coronavirus Aid Relief and Economic Security Funding - Approved March 2020 - Pass through funding for LTA
5311 CRRSAA Allocation - FY 2021/22	\$ 1,074,575	\$ -	\$ -	\$ -	\$ 1,074,575	Coronavirus Response and Relief Supplemental Appropriations Act - Pass through funding to LTA
Total Federal Allocations:	\$ 3,445,011	\$ 201,380	\$ -	\$ -	\$ 3,646,391	Updated: 9/2/21 AJP/LDB
GRAND TOTAL ALLOCATIONS	\$ 7,567,809	\$ 798,160	\$ -	\$ -	\$ 8,365,969	



LAKE COUNTY/CITY AREA PLANNING COUNCIL
FY 2020/21

AMENDMENT #2 - BUDGET SUMMARY - 12/9/2020

REVENUES

COMMENTS:

	Budget				Actual				Year-to-Date Total	
	Adopted: 6/3/2020	Amend: #1 9/9/20	Amend: #2 12/9/20		Actual	1st Qtr.	2nd Qtr.	3rd Qtr.		
LOCAL:										
<u>Local Transportation Funds (LTF)</u>										
Local Transportation Funds (LTF) Estimated-2020/21	\$ 1,561,560	\$ -	\$ -	\$ -	\$ 1,561,560	\$552,735.00	\$385,952.00			##### Revenues continue to come in slightly higher than the past few years.
LTF Prior-Year Unallocated LTF Revenue	\$ -	\$ -	\$ -	\$ -	\$ -					
LTF Carry-Over from 2019/20 Work Program	\$ 30,883	\$ 37,608	\$ -	\$ -	\$ 68,491					2019/20 actual carryover in the OWP.
LTF Carry-Over from 2019/20 LTA Allocation	\$ -	\$ -	\$ -	\$ -	\$ -					No carryover expected from 2019/20.
LTF Carry-over -2% Bike & Ped - 2019/20 Allocation	\$ 175,126	\$ -	\$ -	\$ -	\$ 175,126					
LTF Carry-over - Administration - 2019/20 Allocation	\$ -	\$ -	\$ -	\$ -	\$ -					
LTF Carry-over -5% CTSA- 2019/20 Allocation	\$ -	\$ -	\$ -	\$ -	\$ -					
LTF Carry-Over - Exec Directors Reserve 2019/20	\$ -	\$ 408,570	\$ -	\$ -	\$ 408,570					Reserve Account Balance = \$708,570. \$300,000 LTA Advance paid in FY 2019/20.
LTF Carry-Over - OWP Planning Reserve Account	\$ -	\$ -	\$ -	\$ -	\$ -					
Total Local Transportation Funds:	\$ 1,767,569	\$ 446,178	\$ -	\$ -	\$ 2,213,747					
Total Local Revenues:	\$ 1,767,569	\$ 446,178	\$ -	\$ -	\$ 2,213,747					
STATE:										
<u>Planning Programming & Monitoring (PPM) Funds</u>										
Planning Programming & Monitoring (PPM) Funds-2020/21	\$ 46,000	\$ -	\$ -	\$ -	\$ 46,000					
PPM Carry-Over Funds from 2019/20 Work Program	\$ 190	\$ 13,709	\$ -	\$ -	\$ 13,899					2019/20 actual carryover in the OWP.
Total PPM Funds:	\$ 46,190	\$ 13,709	\$ -	\$ -	\$ 59,899					
<u>Rural Planning Assistance Funds (RPA)</u>										
Rural Planning Assistance (RPA) Funds programmed in 2020/21	\$ 294,000	\$ -	\$ -	\$ -	\$ 294,000					2020/21 Allocation
RPA Carryover Funds from 2019/20 OWP	\$ 25,000	\$ 43,078	\$ -	\$ -	\$ 68,078					2019/20 actual carryover in the OWP.
Total RPA Funds:	\$ 319,000	\$ 43,078	\$ -	\$ -	\$ 362,078					
<u>State Transit Assistance (STA) Funds</u>										
STA Allocation to Lake Transit Authority 2020/21	\$ 597,584	\$ (246,500)	\$ -	\$ -	\$ 351,084					2020/21 STA Alloc. - Allocation based on State Controllers Revised Estimate. 8/1/20
STA Carry-Over to Lake Transit Authority 2019/20	\$ -	\$ 166,499	\$ -	\$ -	\$ 166,499					2019/20 actual carryover. These funds will be applied to the remaining FY 19/20 balance due to LTA.
Total STA Funds:	\$ 597,584	\$ (80,001)	\$ -	\$ -	\$ 517,583					
<u>State of Good Repair (SGR) Program Funds</u>										
State of Good Repair Program Allocation 2020/21	\$ 95,601	\$ 4,266	\$ -	\$ -	\$ 99,867					2020/21 SGR Alloc. - Allocation based on State Controllers Revised Estimate. 8/1/20
State of Good Repair Program Carryover 2019/20	\$ -	\$ 111,840	\$ -	\$ -	\$ 111,840					2019/20 actual carryover
Total SGR Funds:	\$ 95,601	\$ 116,106	\$ -	\$ -	\$ 211,707					
<u>State Highway Account SB 1- Sustainable Communities Grant</u>										
VMT Regional Baseline Study (WE 620) - Carryover FY 2019/20	\$ 53,119	\$ 18,602	\$ -	\$ -	\$ 71,721					2019/20 actual carryover in the OWP to complete the project.
Total SHA-SB 1 Funds:	\$ 53,119	\$ 18,602	\$ -	\$ -	\$ 71,721					
<u>Regional Early Action Planning (REAP) Program</u>										
Regional Early Action Planning (REAP) Program funding-FY 2020/	\$ -	\$ -	\$ 261,729	\$ -	\$ 261,729					Authorized by AB 101 (2019) to provide funding to agencies responsible for RHNA to increase housing planning and accelerate housing production.
Total REAP Funds:	\$ -	\$ -	\$ 261,729	\$ -	\$ 261,729					
Total State Revenues:	\$ 1,111,494	\$ 111,494	\$ 261,729	\$ -	\$ 1,484,717					
FEDERAL:										
<u>Regional Surface Transportation Program (RSTP)</u>										
RSTP Local Agency Distribution (2020/21):	\$ 687,991	\$ -	\$ -	\$ -	\$ 687,991					Passes through to cities/County Apportionment for FY 2019/20. Allocation will be received in 2020/21

RSTP Carryover (2019/20):	\$ -	\$ 277,664	\$ -	\$ -	\$ 277,664															2019/20 actual carryover amount for the local agencies.
Total RSTP Funds for Distribution:	\$ 687,991	\$ 277,664	\$ -	\$ -	\$ 965,655															
FHWA - SPR Strategic Partnership Grant																				
SR 53 Corridor Local Circulation Study (WE 617)-FY 2019/20	\$ 64,000	\$ 62,680	\$ -	\$ -	\$ 126,680															2019/20 actual carryover in the OWP to complete the project.
Total FHWA Funds:	\$ 64,000	\$ 62,680	\$ -	\$ -	\$ 126,680															
5311 Federal Funds - FFY 2020	\$ 391,469	\$ -	\$ -	\$ -	\$ 391,469															FFY 2020-Regional Apportionment to LTA
5311 CARES Allocation - FY 2020/21	\$ 957,362	\$ (170,722)	\$ -	\$ -	\$ 786,640															Total alloc = approx. \$1,367,660. 30% received in FY 2019/20.
5311 CARES(F) Carryover Allocation - FY 2019/20	\$ 243,503	\$ -	\$ -	\$ -	\$ 243,503															
Total Federal Revenues:	\$ 2,344,325	\$ 169,622	\$ -	\$ -	\$ 2,513,947															
GRAND TOTAL REVENUES	\$ 5,223,388	\$ 727,294	\$ 261,729	\$ -	\$ 6,212,411															

ALLOCATIONS

COMMENTS:

	Budget					Actual				Year-to-Date Total	
	Adopted: 6/3/2020	Amend: #1 9/9/20	Amend: #2 12/9/20	Adjustment	Estimated	Actual	1st Qtr.	2nd Qtr.	3rd Qtr.		4th Qtr.
LOCAL:											
Local Transportation Funds (LTF)											
Administration Breakdown:											
<i>DBC Contract Extension (July 1, 2020 to June 30, 2021)</i>	\$ 526,938	\$ -	\$ -	\$ -	\$ 526,938						APC & LTA Admin Contract Extension Approved 4/8/20.
<i>Board Member Reimbursement for Meetings</i>	\$ 4,000	\$ -	\$ -	\$ -	\$ 4,000						\$50 per diem reimbursement to board members for meeting attendance.
<i>Training/Travel Expenses (uncontracted)</i>	\$ 5,500	\$ -	\$ -	\$ -	\$ 5,500						Covers expenses for training/travel not included in contract or work program.
<i>Lake County Auditor/Controller</i>	\$ 6,000	\$ -	\$ -	\$ -	\$ 6,000						Accounting services by the County of Lake Auditor's Office
<i>Fiscal Audit</i>	\$ 9,500	\$ -	\$ -	\$ -	\$ 9,500						Annual requirement of TDA to audit LTF funds
<i>Performance Audit</i>	\$ -	\$ -	\$ -	\$ -	\$ -						
<i>Membership Dues -CalCOG, NARC, NSSR</i>	\$ 8,000	\$ -	\$ -	\$ -	\$ 8,000						Facilitates communication between COGs, local officials, state/federal agencies & public
<i>Contingency</i>	\$ 6,000	\$ -	\$ -	\$ -	\$ 6,000						Unexpected costs beyond typical annual LTF expenses
Total 2020/21 Administration Allocations	\$ 565,938	\$ -	\$ -	\$ -	\$ 565,938						
LTF Carry-Over - Administration - 2019/20 Allocation	\$ -	\$ -	\$ -	\$ -	\$ -						
Bicycle and Pedestrian Reserve Fund	\$ 19,912	\$ -	\$ -	\$ -	\$ 19,912						2% LTF Allocation for Bike and Pedestrian Purposes
LTF Carry-over -2% Bike & Ped - 2019/20 Allocation	\$ 175,126	\$ -	\$ -	\$ -	\$ 175,126						Lakeport Balance = \$15,000 + County Balance = \$51,181 + Available Balance = \$108,944.55
LTF 2020/21 Work Program Allocation	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000						New OWP Planning Amount for FY 2020/21.
LTF Carry-Over from 2019/20 Work Program	\$ 30,883	\$ 37,608	\$ -	\$ -	\$ 68,491						2019/20 Actual Carryover included in the 1st Amendment to the OWP.
LTF (Article 4.5) 5% Allocation to CTSA - 2020/21	\$ 49,781	\$ -	\$ -	\$ -	\$ 49,781						These funds will be allocated to Lake Links, CTSA for Lake County.
LTF Carry-over -5% CTSA - 2019/20 Allocation	\$ -	\$ -	\$ -	\$ -	\$ -						
LTF Allocation to Lake Transit Authority 2020/21	\$ 875,928	\$ -	\$ -	\$ -	\$ 875,928						\$300k of this allocation has been allocated to LTA, as approved by LTA Board.
LTF Carry-Over from 2019/20 LTA Allocation	\$ -	\$ -	\$ -	\$ -	\$ -						No expected carryover from FY 2019/20.
LTF Reserve Accounts											
LTF Carry-Over - Exec Directors Reserve 2019/20	\$ -	\$ 408,570	\$ -	\$ -	\$ 408,570						Executive Directors Reserve Account Balance
LTF Carry-Over - OWP Planning Reserve Account	\$ -	\$ -	\$ -	\$ -	\$ -						
Total LTF Allocations:	\$ 1,767,569	\$ 446,178	\$ -	\$ -	\$ 2,213,747						
Total Local Allocations:	\$ 1,767,569	\$ 446,178	\$ -	\$ -	\$ 2,213,747						
STATE:											
Planning Programming & Monitoring (PPM) Funds											
Planning Programming & Monitoring (PPM) Funds	\$ 46,000	\$ -	\$ -	\$ -	\$ 46,000						2020/21 PPM Allocation Amount
PPM Carry-Over from 2019/20 Work Program	\$ 190	\$ 13,709	\$ -	\$ -	\$ 13,899						2019/20 Actual Carryover included in the 1st Amendment to the OWP.
Total PPM Allocations:	\$ 46,190	\$ 13,709	\$ -	\$ -	\$ 59,899						
Rural Planning Assistance Funds (RPA)											
Rural Planning Assistance (RPA) Funds programmed in 2020/21	\$ 294,000	\$ -	\$ -	\$ -	\$ 294,000						
RPA Carryover Funds from 2019/20 OWP	\$ 25,000	\$ 43,078	\$ -	\$ -	\$ 68,078						2019/20 Actual Carryover included in the 1st Amendment to the OWP.
Total RPA Funds:	\$ 319,000	\$ 43,078	\$ -	\$ -	\$ 362,078						

State Transit Assistance (STA) Funds											
STA Allocation to Lake Transit Authority 2020/21	\$	597,584	\$ (246,500)	\$ -	\$ -	\$ 351,084					2020/21 STA Alloc. - Allocation based on State Controllers Revised Estimate. 8/1/20
STA Carry-Over to Lake Transit Authority	\$	-	\$ 166,499	\$ -	\$ -	\$ 166,499					2019/20 actual carryover. These funds will be applied to the remaining FY 19/20 balance due to LTA.
Total STA Funds:	\$	597,584	\$ (80,001)	\$ -	\$ -	\$ 517,583					
State of Good Repair (SGR) Program Funds											
State of Good Repair Program Allocation 2020/21	\$	95,601	\$ 4,266	\$ -	\$ -	\$ 99,867					2020/21 SGR Alloc. - Allocation based on State Controllers Revised Estimate. 8/1/20
State of Good Repair Program Carryover	\$	-	\$ 111,840	\$ -	\$ -	\$ 111,840					2019/20 actual carryover
Total SGR Funds:	\$	95,601	\$ 116,106	\$ -	\$ -	\$ 211,707					
State Highway Account SB 1- Sustainable Communities Grant											
VMT Regional Baseline Study (WE 620) - Carryover FY 2019/20	\$	53,119	\$ 18,602	\$ -	\$ -	\$ 71,721					2019/20 actual carryover in the OWP to complete the project.
Total SHA-SB 1 Funds:	\$	53,119	\$ 18,602	\$ -	\$ -	\$ 71,721					
Regional Early Action Planning (REAP) Program											
Regional Early Action Planning (REAP) Program funding-FY 2020/	\$	-	\$ -	\$ 261,729	\$ -	\$ 261,729					Authorized by AB 101 (2019) to provide funding to agencies responsible for RHNA to increase housing planning and accelerate housing production.
Total REAP Funds:	\$	-	\$ -	\$ 261,729	\$ -	\$ 261,729					
Total State Allocations:	\$	1,111,494	\$ 111,494	\$ 261,729	\$ -	\$ 1,484,717					
FEDERAL:											
Regional Surface Transportation Program (RSTP)											
RSTP Local Agency Distribution (2020/21):	\$	687,991	\$ -	\$ -	\$ -	\$ 687,991					Passes through to LA's by population formula. Apport. for FY 2019/20 - Allocation received in 2020/21.
Lakeport (8%)	\$	74,629	\$ -	\$ -	\$ -	\$ 74,629					Population Formula = \$687991+\$244,876 (Co Sep Allocation) = \$932,867 * LA %
Clearlake (22%)	\$	205,230	\$ -	\$ -	\$ -	\$ 205,230					
Lake County (70%)	\$	408,132	\$ -	\$ -	\$ -	\$ 408,132					County's separate RSTP 182.6(d2) apport. -\$244,873 included in formula
RSTP Carryover (2019/20):	\$	-	\$ 277,664	\$ -	\$ -	\$ 277,664					2019/20 actual carryover amount for the local agencies.
Total RSTP Funds for Distribution:	\$	687,991	\$ 277,664	\$ -	\$ -	\$ 965,655					
FHWA - SPR Strategic Partnership Grant											
SR 53 Corridor Local Circulation Study (WE 617)-FY 2019/20	\$	64,000	\$ 62,680	\$ -	\$ -	\$ 126,680					2019/20 actual carryover in the OWP to complete the project.
Total FHWA Funds:	\$	64,000	\$ 62,680	\$ -	\$ -	\$ 126,680					
5311 Federal Funds - FFY 2020	\$	391,469	\$ -	\$ -	\$ -	\$ 391,469					FFY 2020-Regional Apportionment to LTA
5311 CARES Allocation - FY 2020/21	\$	957,362	\$ (170,722)	\$ -	\$ -	\$ 786,640					Total alloc = approx. \$1,367,660. 30% received in FY 2019/20.
5311 CARES(F) Carryover Allocation - FY 2019/20	\$	243,503	\$ -	\$ -	\$ -	\$ 243,503					
Total Federal Allocations:	\$	2,344,325	\$ 169,622	\$ -	\$ -	\$ 2,513,947					Updated: 12/3/20 AJP
GRAND TOTAL ALLOCATIONS	\$	5,223,388	\$ 727,294	\$ 261,729	\$ -	\$ 6,212,411					

SUPPORTING DOCUMENTATION FOR 2022/23 APC BUDGET

- NOTES ON FUNDING SOURCES
- TRANSPORTATION DEVELOPMENT ACT (TDA) BUDGET CALENDAR
- PROPOSED APC RESOLUTIONS 22-23-1 THROUGH 22-23-9
- DAVEY-BATES CONSULTING ADMINISTRATIVE CONTRACT AGREEMENT FOR PROFESSIONAL SERVICES
- DOW & ASSOCIATES PLANNING CONTRACT AGREEMENT FOR PROFESSIONAL SERVICES
- LAKE TRANSIT AUTHORITY CLAIM LETTER AND SUPPORTING CLAIM FOR LTF & STA FUNDING FOR FY 2022/23
- LAKE LINKS, CTSA CLAIM LETTER FOR 5% LTF FUNDING FOR FY 2022/23



LAKE COUNTY/CITY AREA PLANNING COUNCIL

2022/23 BUDGET

Explanatory Notes on Funding Sources

June 1, 2022

LTF - Local Transportation Fund

- Generated from quarter-cent countywide sales tax
- Governed by the Transportation Development Act (TDA)
- Allocated by Regional Transportation Planning Agencies
- Fund estimate provided by County Auditor-Controller
- Transportation planning and public transit systems are supported by these revenues according to TDA

LTF Reserve

- Fund balance due to unanticipated funds generated above County Auditor's estimates, and/or unexpended funds from projects in the annual Work Program.

Local Agency Match

- Local matching funds are required for most state and federal grants
- Lake Transit Authority contributes the required local match for their projects
- Lake APC provides required cash match from local planning funds in Overall Work Program

PPM - Planning, Programming & Monitoring / SB 45

- Apportioned by State to Regional Transportation Planning Agencies for work associated with State Transportation Improvement Program (STIP) projects
- Up to 5% of Regional Improvement Program (RIP) funds in the STIP may be used for eligible activities
- Lake APC has programmed funds for planning work elements and Project Study Reports (PSRs)
- PPM Funds must be spent within three years of receiving them

SGR – State of Good Repair

- Senate Bill 1 (2017) established SGR to provide capital assistance to rehabilitate and modernize California's existing local transit systems
- SGR funds will be allocated under the State Transit Assistance Program
- Department of Transportation named as administrative agency, and statutes related to state-funded transit projects require a local or regional implementing agency to abide by regulations
- Department of Transportation developed guidelines for administering and distributing SGR funds
- Lake Area Planning Council as the regional implementing agency will allocate funding
- Lake Transit Authority shall provide transportation services under contract with Paratransit Services

STA - State Transit Assistance

- Generated from sales taxes on diesel
- Governed by the Transportation Development Act (TDA)
- Eligibility open only to transit operators – Lake Transit Authority (LTA)
- May be used for either Operations (subject to an eligibility formula) or for Capital. LTA typically uses for Capital purposes
- Fund estimate provided by State Controller.

RPA - Rural Planning Assistance

- This program is funded by the State for required Overall Work Program (OWP) mandated planning functions
- RPA funds are received on a reimbursable basis. The majority must be expended in the year in which they are received, however beginning July 1, 2009, Caltrans began allowing 25% of RPA funds to be carried-over into the following OWP.

RSTP – Federal/Regional Surface Transportation Program, Section 182.6(d)(1)

- Under ISTEA legislation originally and continued in subsequent federal transportation bills
- RSTP is for regional discretionary transportation uses, in compliance with U.S. Code, Title 23 and California Constitution, Article 19
- As allowed, Lake APC exchanges for state funds by agreement with Caltrans, eliminating federal requirements
- Lake APC policy allocates new RSTP apportionments by population formula to County and Cities and requires the local agencies to submit Expenditure Reports prior to receiving additional funding

Caltrans Sustainable Transportation Planning Grant Program

- This program replaced the Consolidated Planning Grant Program, which included Community Based Transportation Planning, Environmental Justice, and Transit Planning grants
- Funded by Federal Transit Administration (FTA, Section 5304) and State Highway Account.

Active Transportation Program

With the passage of MAP-21 in March 2012, the construct of the Federal transportation bill significantly changed how transportation projects will be funded/allocated. MAP-21 was a two-year transportation bill and a portion of the funding was allocated to the States.

- In September 26, 2013, Governor Brown signed legislation creating the Active Transportation Program (ATP) in the Department of Transportation-Senate Bill 99 and Assembly Bill 101. The ATP consolidates existing federal and state transportation programs, including the Transportation Alternatives Program (TAP), Bicycle Transportation Account (BTA), and State Safe Routes to School (SR2S), into a single program with a focus to make California a national leader in active transportation
- The ATP is a competitive program, and is administered by the Division of Local Assistance, Office of Active Transportation and Special Programs
- The purpose of ATP is to encourage increased use of active modes of transportation by achieving the following goals: Increase the proportion of trips accomplished by biking and walking, Increase safety and mobility for non-motorized users, Advance the active transportation efforts of regional agencies to achieve greenhouse gas reduction goals, Enhance public health, Ensure that disadvantaged communities fully share in the benefits of the program, and Provide a broad spectrum of projects to benefit many types of active transportation users.
- On December 4, 2015, President Barack Obama signed the Fixing America's Surface Transportation Act (FAST Act), a five-year authorization of highway, transit, safety, and rail programs. The FAST Act continued the Transportation Alternatives Program (TAP), which provided a slight increase of funding over the five year period to the Active Transportation Program.

Federal COVID Relief Funding

- Coronavirus Aid, Relief, and Economic Security (CARES) Act – signed into law by President Trump on March 27th, 2020. The CARES Act provided over \$2 trillion for economic relief for America, of which \$25 billion was specifically allocated to help the nation's public transportation system to prevent, prepare for, and respond to COVID-19.
- Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA) – signed into law on December 27, 2020. The bill includes \$900 billion in supplemental appropriations for COVID-19 relief, including \$14 billion of which was allocated to support the transit industry during the COVID-19 public health emergency
- American Rescue Plan Act of 2021 (ARPA), which was signed into law by President Biden on March 11, 2021, includes \$30.5 billion in Federal Funding to support the nation's public transportation systems as they continue to respond to the COVID-19 pandemic



LAKE COUNTY/CITY AREA PLANNING COUNCIL

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

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

Transportation Development Act (TDA) Budget Calendar

January	County Auditor provides annual estimate of Local Transportation Funds (LTF) revenues to Lake APC by due date February 1.
February	Lake APC Staff prepares preliminary draft budget, including available LTF, State Transit Assistance (STA), Capital Reserve, and planning grant funds for Administration, 2% Bike and Pedestrian, Planning and Transit allocations.
March	APC Staff advises eligible claimants in the county of the County Auditor's estimate and anticipated area apportionments by population.
April	Claimants submit requests for LTF and STA Funding to Lake APC
September	Claimants submit reports on extension of services to Lake APC
June	Lake APC adopts the annual budget, allocating funds for Administration, Bicycle & Pedestrian, Planning and Transit.

LAKE COUNTY/CITY AREA PLANNING COUNCIL

RESOLUTION 22-23-1

ALLOCATION FOR 2022/23 ADMINISTRATIVE PURPOSES

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

WHEREAS, the projected reasonable administrative expenses for the Area Planning Council for fiscal year 2022/23 will be approximately the sum of \$606,267; and WHEREAS, the projected expenses are necessary and reasonable,

NOW, THEREFORE, BE IT RESOLVED THAT:

The Area Planning Council hereby allocates the sum of \$606,267 for the administrative purposes pursuant to Public Utilities Code Section 99233.1 and hereby authorizes the Executive Director to expend said funds on all reasonable and necessary administrative purposes, including each of the following:

1. Payment for the fiscal audits of 2021/22 for the APC, Lake Transit Authority and SAFE in the approximate sum of \$11,000.
2. Payment to the Lake County Auditor's Office for services to be performed in the year 2022/23 in the approximate sum of \$6,000.
3. Payment to Davey-Bates Consulting for services as the Administration and Fiscal Services Contractor in the sum of \$566,267 in the following monthly installments:
 - July 2022 through June 2023 - \$47,188.92/month
4. Payment to the Area Planning Council members in the sum of \$50.00 for each meeting attended up to \$4,000.
5. Membership dues to CalCOG, NARC and NSSR in the amount of \$8,000.
6. Contingency funds in the amount of \$6,000 to be used as necessary to cover unexpected costs such as member travel expenses, conference calling, committee dues, etc.
7. For the Lake County/City Area Planning Council's staff training/travel expenses in the sum of \$5,000 to be used for travel not included in the contract or Work Program.

Adoption of this Resolution was moved by Director _____, seconded by Director _____, and carried on this 1st day of June 2022, by the following roll call vote:

AYES:
NOES:
ABSENT:

WHEREUPON, THE CHAIRMAN DECLARED THE RESOLUTION ADOPTED, AND SO ORDERED.

ATTEST: Lisa Davey-Bates
Executive Director

Stacey Mattina, Chair
APC Member

LAKE COUNTY/CITY AREA PLANNING COUNCIL

RESOLUTION 22-23-2

ALLOCATION OF 2022/23 BICYCLE AND PEDESTRIAN PURPOSES

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

WHEREAS, bicyclists and pedestrians have special needs in Lake County; and

WHEREAS, the Area Planning Council, the County of Lake and the City of Lakeport, and City of Clearlake have adopted the Lake County Bike Plan; and

WHEREAS, the Lake County Bike Plan contains as a stated policy that 2% of the fund balance remaining after allocation for administrative purposes be set aside for bicycle and pedestrian purposes:

NOW, THEREFORE, BE IT RESOLVED THAT:

The Area Planning Council hereby allocates the sum of \$21,875 for bicycle and pedestrian purposes pursuant to the Public Utilities Code Section 99233.3 and directs that such funds be held until approval of a specific claim utilizing said funds.

Adoption of this Resolution was moved by Director _____, seconded by Director _____, and carried on this 1st day of June 2022, by the following roll call vote:

AYES:

NOES:

ABSENT:

WHEREUPON, THE CHAIRMAN DECLARED THE RESOLUTION ADOPTED, AND SO ORDERED.

ATTEST: Lisa Davey-Bates
Executive Director

Stacey Mattina, Chair
APC Member

LAKE COUNTY/CITY AREA PLANNING COUNCIL

RESOLUTION 22-23-3

ALLOCATION FOR 2022/23 WORK PROGRAM

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

WHEREAS, the Area Planning Council has approved the proposed 2022/23 Work Program; and

WHEREAS, the expenditure of funds implements the major planning process that takes place by the Area Planning Council; and

WHEREAS, the expenditure of funds is deemed to be reasonable and necessary; and

WHEREAS, 2021/22 Work Program has carry-over funding into the 2022/23 Work Program; and

WHEREAS, funds are also available from State Rural Planning Assistance; the Federal Transit Authority; and Senate Bill 45;

NOW, THEREFORE, BE IT RESOLVED THAT:

The Area Planning Council hereby allocates the sum of \$82,632 to be expended upon the 2022/23 Work Program pursuant to Public Utilities Code Section 99400(c) and Administrative Code Section 6646.

Adoption of this Resolution was moved by Director _____, seconded by Director _____, and carried on this 1st day of June 2022, by the following roll call vote:

AYES:

NOES:

ABSENT:

WHEREUPON, THE CHAIRMAN DECLARED THE RESOLUTION ADOPTED, AND SO ORDERED.

ATTEST: Lisa Davey-Bates
Executive Director

Stacey Mattina, Chair
APC Member

LAKE COUNTY/CITY AREA PLANNING COUNCIL

RESOLUTION 22-23-4

2022/23 ALLOCATION TO LAKE TRANSIT AUTHORITY

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

WHEREAS, transportation needs have been identified throughout Lake County, including within the City of Lakeport and the City of Clearlake, including transportation to the elderly, handicapped and persons of low income; and

WHEREAS, a Joint Powers Agency known as Lake Transit Authority, has been established to provide public transportation services and transportation services to the elderly and handicapped throughout Lake County, the City of Lakeport, and the City of Clearlake; and

WHEREAS, by Resolution Lake County, City of Lakeport, and City of Clearlake have each authorized Lake Transit Authority to claim its apportionment of those funds designated as Local Transportation Funds, received by the Area Planning Council pursuant to the Transportation Development Act; and

WHEREAS, Lake Transit Authority has entered into a contract with Paratransit Services to provide transportation services in Lake County, the City of Lakeport, and City of Clearlake; and

WHEREAS, the proposed expenditure of funds by Lake Transit Authority is in accordance with the Lake County Regional Transportation Plan of 2022;

NOW, THEREFORE, BE IT RESOLVED THAT:

The Area Planning Council hereby allocates from the Local Transportation fund the sum of \$849,540 to Lake Transit Authority for transportation purposes pursuant to Public Utilities Code Section 99262, for use by Lake Transit Authority for the purpose of providing transportation services in fiscal year 2022/23.

Adoption of this Resolution was moved by Director _____, seconded by Director _____, and carried on this 1st day of June 2022, by the following roll call vote:

AYES:
NOES:
ABSENT:

WHEREUPON, THE CHAIRMAN DECLARED THE RESOLUTION ADOPTED, AND SO ORDERED.

ATTEST: Lisa Davey-Bates
Executive Director

Stacey Mattina, Chair
APC Member

LAKE COUNTY/CITY AREA PLANNING COUNCIL

RESOLUTION 22-23-5

ALLOCATION OF STA FUNDS TO LAKE TRANSIT AUTHORITY

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

WHEREAS, the State legislature has created the State Transit Assistance Fund with the intent to offset reductions in Federal operating assistance, to give priority consideration to claims to offset the unanticipated increase in the cost of fuel, to enhance existing public transportation services, and to meet high priority regional, county-wide or area-wide public transportation needs; and

WHEREAS, there are transportation needs in Lake County, City of Lakeport, and City of Clearlake; and

WHEREAS, Lake Transit Authority has been formed to provide transportation services in Lake County, the City of Lakeport and the City of Clearlake; and

WHEREAS, Lake Transit Authority has entered into a contract with Paratransit Services to provide the necessary transportation services; and

WHEREAS, the level of passenger fares and charges provided in the contract shall enable the operator to meet the fare revenue requirements of Public Utilities Code Sections 99268.2, 99268.3, 99268.5 and 99268.9 as they may be applicable to this claimant; and

WHEREAS, the claimant is making full use of Federal funds available under the Federal Transportation Act; and

WHEREAS, the sum of the claimant's allocation from the State Transit Assistance fund and from the Local Transportation fund does not exceed the amount the claimant is eligible to receive during the fiscal year; and

WHEREAS, the claimant is eligible for the allocations from the State Transit Assistance fund for such purposes;

NOW, THEREFORE, BE IT RESOLVED THAT:

The Area Planning Council hereby allocates the sum of \$627,325 to Lake Transit Authority from the State Transit Assistance funds pursuant to Public Utilities Code Section 99313.3 to partially fund the contract entered into between Lake Transit Authority and Paratransit Services to provide public transportation services within Lake County, City of Lakeport, and City of Clearlake in fiscal year 2022/23.

Adoption of this Resolution was moved by Director _____, seconded by Director _____, and carried on this 1st day of June 2022, by the following roll call vote:

AYES:

NOES:
ABSENT:

WHEREUPON, THE CHAIRMAN DECLARED THE RESOLUTION ADOPTED, AND SO ORDERED.

ATTEST: Lisa Davey-Bates
Executive Director

Stacey Mattina, Chair
APC Member

LAKE COUNTY/CITY AREA PLANNING COUNCIL

RESOLUTION 22-23-6

APPROVAL OF 2022/23 STIP PLANNING, PROGRAMMING AND MONITORING (PPM) FUND TRANSFER AGREEMENT

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

WHEREAS, the Lake County/City Area Planning Council (APC) is the designated Regional Transportation Planning Agency for Lake County; and

WHEREAS, the APC has programmed STIP Planning Programming & Monitoring (PPM) funding in its 2022/23 Overall Work Program for the implementation of the transportation planning process brought about by the passage of SB45, which became effective January 1, 1998; and

WHEREAS, the APC is required to execute a STIP Planning, Programming & Monitoring Program Fund Transfer Agreement in order to receive 2022/23 funding;

NOW, THEREFORE, BE IT RESOLVED THAT:

The Lake County/City Area Planning Council hereby approves the 2022/23 STIP Planning, Programming & Monitoring Program Fund Transfer Agreement and authorizes the Executive Director to execute the agreement.

Adoption of this Resolution was moved by Director _____, seconded by Director _____, and carried on this 1st day of June 2022, by the following roll call vote:

AYES:
NOES:
ABSENT:

WHEREUPON, THE CHAIRMAN DECLARED THE RESOLUTION ADOPTED, AND SO ORDERED.

ATTEST: Lisa Davey-Bates
Executive Director

Stacey Mattina, Chair
APC Member

LAKE COUNTY/CITY AREA PLANNING COUNCIL

RESOLUTION 22-23-7

ALLOCATION OF 2022/23 LOCAL TRANSPORTATION FUNDS (5%) TO THE CONSOLIDATED TRANSPORTATION SERVICE AGENCY (CTSA) FOR NON-EMERGENCY MEDICAL TRANSPORTATION (NEMT) PURPOSES

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

WHEREAS, the Lake Transit Authority was created by the County of Lake, the City of Clearlake and the City of Lakeport on February 1, 1996 to provide public transit services, either directly or through contracts, throughout the geographical areas of the respective parties; and

WHEREAS, in July 1996, the Lake County/City Area Planning Council adopted Resolution 96-01 designating the LTA as the Consolidated Transportation Services Agency (CTSA) with the charge to coordinate or consolidate social service transportation services in Lake County; and,

WHEREAS, the Lake APC, in coordination with LTA, received funding through a Transit Technical Planning Assistance grant to develop a Non-Emergency Medical Transportation (NEMT) Plan; and

WHEREAS, in February 2011, the Lake County/City Area Planning Council, adopted the Non-Emergency Medical Plan; and

WHEREAS, a CTSA Ad-Hoc Committee met on September 9, 2015 to discuss the human service needs in Lake County and recommended the formation of a non-profit corporation in the name of Lake Links that would become the CTSA in Lake County; and

WHEREAS, in April 2018 the agency known as Lake Links was established with the intention of becoming the CTSA in Lake County, dedicated to coordinating and consolidating human service transportation needs; and

WHEREAS, according to Lake County/City Area Planning Council, Resolution 18-19-11, Lake Links was designated the Consolidated Services Transportation Agency (CTSA) for Lake County; and

WHEREAS, a need exists to coordinate services to provide better Non-Emergency Medical Transportation services for seniors, low-income and the disabled populations in Lake County; and

WHEREAS, the goal of the Plan was to get a better assessment of the NEMT needs in Lake County, to consider program alternatives, and research potential funding options; and

WHEREAS, under Public Utilities Code, Article 3, Section 99233.7 certain conditions allow the Regional Transportation Planning Agency to allocate up to 5% of the Local Transportation Funds to the Consolidated Transportation Service Agency (CTSA); and

WHEREAS, a CTSA may file claims under Article 4.5 of the Transportation Development Act of up to 5% of the annual Local Transportation Fund (LTF) revenues of for operating costs (6634(a)), purchasing vehicles and communications and data processing equipment (6634(f));

NOW, THEREFORE, BE IT RESOLVED THAT:

The Area Planning Council hereby allocates the sum of \$54,687 to the Consolidated Transportation Service Agency for Non-Emergency Medical Transportation (NEMT) purposes for FY 2022/23 pursuant to the Public Utilities Code Section 99233.7.

Adoption of this Resolution was moved by Director Sabatier, seconded by Director Cremer, and carried on this 1st day of June 2022, by the following roll call vote:

AYES:
NOES:
ABSENT:

WHEREUPON, THE CHAIRMAN DECLARED THE RESOLUTION ADOPTED, AND SO ORDERED.

ATTEST: Lisa Davey-Bates
Executive Director

Stacey Mattina, Chair
APC Member

LAKE COUNTY/CITY AREA PLANNING COUNCIL

RESOLUTION 22-23-8

ALLOCATION OF STATE OF GOOD REPAIR PROGRAM FUNDING TO LAKE TRANSIT AUTHORITY

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

WHEREAS, Senate Bill 1 (2017) named the Department of Transportation (Department) as the administrative agency for the SGR; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing SGR funds to eligible project sponsors (local agencies); and

WHEREAS, Lake Transit Authority has been formed to provide transportation services in Lake County, the City of Lakeport and the City of Clearlake; and

WHEREAS, Lake Transit Authority has entered into a contract with Paratransit Services to provide the necessary transportation services; and

WHEREAS, the sum of the claimant's allocation from the State of Good Repair fund does not exceed the amount the claimant is eligible to receive during the fiscal year; and

WHEREAS, these State of Good Repair funds will be allocated under the State Transit Assistance (STA) Program formula to eligible agencies pursuant to Public Utilities Code (PUC) section 99312.1.

WHEREAS, the claimant is eligible for the allocations from the State of Good Repair fund for such purposes;

WHEREAS, the goal of the SGR Program is to provide funding for capital assistance to rehabilitate and modernize California's existing local transit systems.

NOW, THEREFORE, BE IT RESOLVED THAT:

The Area Planning Council hereby allocates the sum of \$103,325 to Lake Transit Authority from the State of Good Repair funds pursuant to Public Utilities Code (PUC) section 99312.1 for transportation purposes, for use by Lake Transit Authority in fiscal year 2022/23.

Adoption of this Resolution was moved by Director _____, seconded by Director _____, and carried on this 1st day of June 2022, by the following roll call vote:

AYES:
NOES:
ABSENT:

WHEREUPON, THE CHAIRMAN DECLARED THE RESOLUTION ADOPTED, AND SO ORDERED.

ATTEST: Lisa Davey-Bates
Executive Director

Stacey Mattina, Chair
APC Member

DRAFT

LAKE COUNTY/CITY AREA PLANNING COUNCIL

RESOLUTION 22-23-9

2022/23 ALLOCATION OF LOCAL TRANSPORTATION FUNDS (LTF) TO THE RESERVE FUND

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

WHEREAS, the Area Planning Council is the Regional Transportation Planning Agency for Lake County, and

WHEREAS, the Area Planning Council is responsible for administering revenues generated by ¼ cent of the general sales tax collected in Lake County; and

WHEREAS, the Area Planning Council is responsible for administering Local Transportation Funds in accordance with the Transportation Development Act (TDA); and

WHEREAS, the Lake Area Planning Council created an LTF Reserve Policy at their regular Area Planning Council Board of Directors Meeting on June 12, 2019; and

WHEREAS, the Reserve Policy states an initial balance shall be established at \$300,000, with subsequent years allowing for five (5) percent of the official LTF Estimate for the next fiscal year, rounded to the nearest thousand, be allocated to the LTF Reserve Fund if the prior year met that estimate; and

WHEREAS, LTF revenues collected during 2021/22 Fiscal Year exceeded the LTF Estimate allowing for allocation of 5% of the 2022/23 LTF Estimate in the amount of \$85,000 to the LTF Reserve Fund.

NOW, THEREFORE, BE IT RESOLVED THAT:

The Area Planning Council hereby allocates from Local Transportation Funds the sum of \$85,000 to the LTF Reserve Fund for transit purposes pursuant to the Local Transportation Fund Reserve Policy, for use by Lake Transit Authority.

Adoption of this Resolution was moved by Director _____, seconded by Director _____, and carried on this 1st day of June 2022, by the following roll call vote:

AYES:

NOES:

ABSENT:

WHEREUPON, THE CHAIRMAN DECLARED THE RESOLUTION ADOPTED, AND SO ORDERED.

ATTEST: Lisa Davey-Bates
Executive Director

Stacey Mattina, Chair
APC Member

LAKE COUNTY/CITY AREA PLANNING COUNCIL

AGREEMENT FOR PROFESSIONAL SERVICES WITH DAVEY-BATES CONSULTING

This Agreement is entered into on September 26, 2014, by and between the Lake County/City Area Planning Council, hereinafter referred to as "APC", and Davey-Bates Consulting (DBC), hereinafter referred to as "CONTRACTOR."

WITNESSETH:

WHEREAS, APC may retain independent contractors to perform special, technical, expert, or professional services; and

WHEREAS, APC wishes to extend to the residents of the County certain services which CONTRACTOR is equipped, staffed, licensed and prepared to provide; and

WHEREAS, CONTRACTOR is willing and able to perform duties and render services which are determined by APC to be necessary or appropriate for the welfare of residents of County; and

WHEREAS, APC believes the provision of these services to the residents is in their best interests, and CONTRACTOR agrees to perform such duties and render such services, as outlined more specifically below:

NOW, THEREFORE, The APC and CONTRACTOR agree as follows:

1. WORK TO BE PERFORMED

The term of this Agreement shall be from October 1, 2014 through September 30, 2019.

CONTRACTOR has been selected by APC to provide those services, tasks and products detailed in CONTRACTOR'S Scope of Services, Implementation Plan & Schedule, Company Background & Experience, and Cost Plan & Narrative (Exhibit A), which was prepared in response to APC's Request for Proposals.

If CONTRACTOR is requested to provide additional services not included with the Scope of Services, APC and CONTRACTOR may amend this agreement to provide for those services based upon the rates of payment specified in Table B and C of Exhibit A.

2. COMPENSATION

Compensation for fiscal and administrative services as set forth in Exhibit A is fixed dollar amount for each fiscal year, payable in monthly installments, at the convenience of the Lake County Clerk-Auditor:

Fiscal Year 2014/15: \$185,222 (October 1 through June 30, 2015)

Fiscal Year 2015/16: \$248,556

Fiscal Year 2016/17: \$250,333

Fiscal Year 2017/18: \$252,314
Fiscal Year 2018/19: \$254,524
Fiscal Year 2019/20: \$63,631 (July 1 through Sept. 30, 2019-based on FY 2018/19 rates)

CONTRACTOR will also receive compensation for providing administrative services to the Lake Service Authority for Freeway Emergencies (SAFE) program. Compensation for SAFE administration as set forth in Exhibit A is also a fixed dollar amount for each fiscal year, payable in monthly installments by the Lake County Clerk-Auditor:

Fiscal Year 2014/15: \$10,937 (October 1 through June 30, 2015)
Fiscal Year 2015/16: \$14,661
Fiscal Year 2016/17: \$14,748
Fiscal Year 2017/18: \$14,846
Fiscal Year 2018/19: \$14,955
Fiscal Year 2019/20: \$3,739 (July 1 through Sept. 30, 2019-based on FY 2018/19 rates)

An annual Cost of Living Adjustment (COLA) will be applied to the base proposals (above) for APC and SAFE administration, based on the California Consumer Price Index (All Urban Consumers, California Department of Industrial Relations, Division of Labor Statistics and Research).

3. SUBCONTRACTING

CONTRACTOR may subcontract portions of the agreed upon services. Subcontractors shall maintain the same standard of services as is required of CONTRACTOR. CONTRACTOR shall continue to remain responsible for fulfilling the terms of this Agreement.

4. SERVICES TO BE PROVIDED

CONTRACTOR agrees to perform the services set forth in Exhibit A.

Execution of this Agreement by the APC shall constitute CONTRACTOR's authority to proceed immediately with the performance of the work described by Exhibit A, provided that evidence of insurance has been received by the APC as specified under Section 9 below.

CONTRACTOR acknowledges that timely performance of services is an important element of this Agreement and will perform services in a timely manner consistent with sound professional practices.

5. FINANCIAL RECORDS

APC, CONTRACTOR and all subcontractors shall maintain all source documents, accounting records, and other supporting papers connected with performance of work under this Agreement for a minimum of three (3) years from the date of final payment, or until annual audit resolution is achieved, whichever is later.

All such supporting information shall be made available for inspection and audit by representatives of State of California Department of Transportation (State), the California State Auditor, and auditors representing the federal government which pertain to services performed and determination amounts payable under this Agreement.

CONTRACTOR will provide an adequate financial management and accounting system as required by 48 Code of Federal Regulations (CFR) Part 16.301-3, 48 CFR Part 31 and 49 CFR Part 18.

6. COMPLIANCE WITH LAWS AND ORDINANCES

CONTRACTOR, in the conduct of the services contemplated within this agreement, shall comply with all statutes, State or Federal as may be applicable, and all ordinances, rules and regulations enacted or issued by the County of Lake.

7. COMPLIANCE WITH LICENSING REQUIREMENTS

CONTRACTOR will comply with all necessary licensing requirements and must obtain appropriate licenses and display the same in a location that is reasonably conspicuous.

8. OWNERSHIP OF EQUIPMENT

CONTRACTOR shall furnish necessary office equipment to perform services under this Agreement. Title to all property acquired by CONTRACTOR in connection with this Agreement or the services rendered pursuant thereto shall vest in CONTRACTOR.

9. INSURANCE

CONTRACTOR, at its expense, shall secure and maintain at all times during the entire period of performance of this Agreement, insurance as set forth herein with insurance companies acceptable to the APC for the APC's protection, its elected or appointed officials, employees and volunteers, CONTRACTOR and subcontractor from any and all claims which may arise from operations under this Agreement, whether operations be by CONTRACTOR or by a subcontractor, or by anyone directly or indirectly employed by either of them.

CONTRACTOR shall provide to the APC Certificates of Insurance evidencing minimum coverage as specified below:

Automobile Liability - Vehicle/Bodily Injury - \$100,000
Each Person, \$300,000 Each Occurrence, Vehicle/Property
Damage - \$100,000 Each Occurrence, and Uninsured
Motorists \$100,000 each Person/\$300,000 each occurrence

OR

Combined Single Limit Vehicle Bodily Injury and Property
Damage Liability - \$1,000,000 Each Occurrence

AND

General Liability - \$2,000,000, Personal Injury -
\$1,000,000, and Each Occurrence Limit - \$1,000,000

AND

Worker's Compensation and Employer's Liability: Limits
as required by the labor code of the State of California.

In the event of breach of any provision of this Section, or in the event any notice is received which indicates any required insurance coverage will be diminished or canceled, the APC, at its option, may, notwithstanding any other provision of this Agreement to the contrary, immediately declare a material breach of this Agreement and suspend further work pursuant to this Agreement.

CONTRACTOR shall not commence work, nor shall it allow its employees or subcontractors or anyone to commence work contemplated through this Agreement until all insurance required hereunder has been submitted to and accepted by the APC. Failure to submit proof of insurance as required herein may result in awarding said Agreement to another bidder.

Insurance coverage in a minimum amount set forth herein shall not be construed to relieve CONTRACTOR for liability in excess of such coverage, nor shall it preclude the APC from taking such other action as is available to it under any other provisions of this Agreement or otherwise in law.

Before beginning the work, the CONTRACTOR shall furnish to the APC satisfactory proof that it has secured, for the period covered under this Agreement, Workers Compensation Insurance for all persons whom it may employ in carrying out the work completed under this Agreement, in accordance with the "Workers Compensation and Insurance Act", Division IV of the Labor Code of the State of California and any acts amendatory thereof. Such insurance shall be maintained in full force and effect during the period covered by this Agreement.

10. STATE AND FEDERAL REQUIREMENTS

Consultant will comply with all Federal, State and Local laws and ordinances as may be applicable to the performance of work under this Agreement.

Non-Discrimination Clause. a.) In the performance of work under this Agreement, APC, CONTRACTOR and its sub-consultants shall not unlawfully discriminate, harass, or allow harassment, against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, disability (including HIV and AIDS), mental disability, medical condition (cancer), age (over 40), marital status, denial of family and medical care leave and denial of pregnancy disability leave. b.) APC, Consultant and its sub-consultants shall ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. APC, Consultant and its sub-consultants shall comply with the provisions of the Fair Employment and Housing Act (Government Code, Section 12900 et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285.0 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations are incorporated into this Agreement by reference and made part hereof as if set forth in full. c.) APC, Consultant and its sub-consultants shall each give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other labor agreement. d.) APC, Consultant and its sub-consultants will permit access to all records of employment, employment advertisements, application forms, and other pertinent data and records by the State Fair Employment Practices and

Housing Commission or any other agency of the State of California designated by State to investigate compliance with this section.

Disadvantaged Business Enterprise (DBE) Obligation. APC, CONTRACTOR and its subconsultants shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The consultant shall carry out applicable requirements of 49 CFR part 26 in the award and administration of DOT assisted contracts. Failure by the consultant to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.

Title VI of the Civil Rights Act of 1964. The CONTRACTOR agrees to comply with all the requirements imposed by Title VI of the Civil Rights Act of 1964, California Civil Code section 51(b) and the regulations of the U.S. Department of Transportation issued thereunder in 49 CFR Part 21.

Equal Employment Opportunity. In connection with the performance of this Agreement, the CONTRACTOR shall not discriminate against any employee or applicant for employment because of race, color, age, creed, sex, or national origin. Such action shall include, but not be limited to, employment, upgrading, demotion or transfer, recruitment, or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship.

11. INDEPENDENT CONTRACTOR

Both the APC and CONTRACTOR agree and acknowledge that the relationship between them is that of public entity and independent contractor and shall in no event be considered that of employer/employee. The APC shall compensate CONTRACTOR by payment of the gross amounts due to CONTRACTOR, and CONTRACTOR shall be solely responsible for any federal, state, and local taxes and withholdings that may be applicable.

12. FINANCIAL INTEREST

The CONTRACTOR covenants that it has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of its services hereunder. The CONTRACTOR further covenants that in the performance of this Agreement, no person having any such interest shall be employed or subcontracted.

13. CONTRACT TERMS

The terms of this Agreement shall be for an initial period of five (5) years from October 1, 2014 through September 30, 2019, however, this Agreement may be extended for an additional five (5) one-year periods upon written agreement by the APC and CONTRACTOR.

APC may terminate this Agreement for any reason by giving written notice to CONTRACTOR at least one hundred twenty (120) days in advance of the effective date of such termination.

In the event this Agreement is terminated prior to September 30, 2019, CONTRACTOR shall

be paid on a prorated basis for only that portion of the contract term during which CONTRACTOR provided services pursuant to this Agreement.

14. TIME

Time is of the essence.


15. EXTENT OF AGREEMENT

This Agreement and all exhibits made a part hereof constitute the entire Agreement between the parties. In case of conflict or inconsistency between this Agreement and any exhibits, this Agreement shall control. This Agreement shall not be modified except by written agreement of both parties.

IN WITNESS WHEREOF, the parties hereto have caused their duly authorized officers to execute this Agreement in duplicate as of the day and year first written above.



Marsha Wharff, Chair
Lake County/City Area Planning Council



Lisa Davey-Bates, Owner
Davey-Bates Consulting

Federal ID No.: 47-1862937

LAKE COUNTY/CITY AREA PLANNING COUNCIL
PROFESSIONAL SERVICES AGREEMENT WITH DAVEY-BATES
CONSULTING

AMENDMENT NO. 1

Amendment No. 1 is entered into this 8th day of April, 2015 by and between the Lake County/City Area Planning Council, herein after referred to as “APC” and Davey-Bates Consulting, hereinafter referred to as “Contractor”.

WITNESSETH

WHEREAS, an Agreement was entered into on September 26, 2014 to perform fiscal and administrative services to the APC; and

WHEREAS, the term of this agreement was for the period from October 1, 2014 through September 30, 2019; and

WHEREAS, SECTION 1 – WORK TO BE PERFORMED, of this Agreement states CONTRACTOR shall provide services, tasks and products detailed in CONTRACTOR’S PROPOSAL, or Exhibit A, of the AGREEMENT for professional services with Davey-Bates; and

WHEREAS, SECTION 15 – EXTENT OF AGREEMENT, of the Agreement states there shall not be modifications except by written agreement of both parties; and

WHEREAS, in the second paragraph Lake APC Cost Plan Summary of CONTRACTOR’S Proposal (Page 22) states, “...a “lump sum bid” and includes all expenses necessary to conduct administrative services for Lake APC. To clarify, costs include...trainings and conferences... and all other operating expenses”; and

WHEREAS, the CONTRACTOR’S Cost Plan Summary of the Proposal shall be revised from “lump sum bid” to “not to exceed bid” to clarify language of Proposal; and

WHEREAS, the CONTRACTOR’S Cost Plan Summary will be revised to replace wording of “trainings and conferences” to “mileage and routine travel”; and

WHEREAS, additional language is hereby added to clarify that travel for COG officers, and fees for trainings and conferences shall be funded separately by APC; and

WHEREAS, it is now mutually agreed by APC and CONTRACTOR that the CONTRACT TERMS of this Agreement should be amended to provide the above-mentioned clarifications.

NOW, THEREFORE, we agree as follows:

The Cost Plan Summary of the CONTRACTOR’S Proposal shall now be a “not to exceed” contract for compensation, and that travel beyond mileage and routine travel shall be funded separately by APC.

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hands on the day and year this Amendment No. 1 first above written.

LAKE COUNTY/CITY AREA PLANNING COUNCIL DAVEY-BATES CONSULTING

BY: Marsha Wharff 4-8-15
Marsha Wharff, Chair Date

BY: Lisa Davey-Bates 4/8/15
Lisa Davey-Bates, Owner Date

LAKE COUNTY/CITY AREA PLANNING COUNCIL
PROFESSIONAL SERVICES AGREEMENT WITH DAVEY-BATES
CONSULTING

AMENDMENT NO. 2

Amendment No. 2 is entered into this 10th day of January, 2018 by and between the Lake County/City Area Planning Council, herein after referred to as “APC” and Davey-Bates Consulting, hereinafter referred to as “Contractor”.

WITNESSETH

WHEREAS, an Agreement was entered into on September 26, 2014 to perform Fiscal and Administrative Staffing Services to the APC; and

WHEREAS, the term of this agreement was for the period from October 1, 2014 through September 30, 2019; and

WHEREAS, SECTION 15 – EXTENT OF AGREEMENT, states there shall not be modifications except by written agreement of both parties; and

WHEREAS, Amendment No. 1 was approved on April 8, 2015 to provide clarification to the original CONTRACTOR’S PROPOSAL, or Exhibit A, of the AGREEMENT for professional services with Davey-Bates Consulting; and

WHEREAS, Lake Transit Authority’s Executive Director and support staff are currently provided by Davey-Bates Consulting as part of the Fiscal and Administrative Services Agreement to the APC; and

WHEREAS, on April 4, 2017, Mark Wall, Lake Transit Authority – Transit Manager, announced his intention to retire in the upcoming months; and

WHEREAS, an Ad-Hoc Committee of the Lake Transit Authority comprised of Directors: Jeff Smith, Chair, Stacy Mattina, Vice-Chair and Chuck Leonard met on May 9, 2017 to discuss various options for the transition of the roles and responsibilities of the Transit Manager; and

WHEREAS, in the most recently adopted Transit Development Plan & Marketing Plan (2015) several options for succession were considered (Chapter 10); and

WHEREAS, the Ad-Hoc Committee supported the concept presented as option three in Chapter 10 of the Transit Development Plan to modify the scope of work of the Lake APC Administrative and Fiscal Services Contract to include all duties of the Transit Manager; and

WHEREAS, on November 8, 2017 at their regular meeting, the Lake Transit Authority Board of Directors voted unanimously to request that the APC consider seeking a proposal from Davey-Bates Consulting to amend their current contract to build a team to replace the existing Transit Manager’s scope of work; and

WHEREAS, on December 13, 2017, at their regular meeting, the APC voted unanimously to request a contract amendment proposal from Davey-Bates Consulting to include the roles and responsibilities of the Transit Management scope of work into the existing agreement; and

WHEREAS, Exhibit A (attached) provides job descriptions, resumes and an update to Table B of the original DBC proposal of July 9, 2014 outlining the Scope of Services and Rates of Payment for additional services to be provided by Davey-Bates Consulting; and

WHEREAS, it is now mutually agreed by APC and CONTRACTOR that the CONTRACT TERMS of this Agreement should be amended to provide the above-mentioned additional services to its existing agreement.

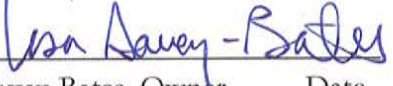
NOW, THEREFORE, we agree as follows:

The additional services outlined by the CONTRACTOR in Exhibit A shall be added to the existing work performed in the Professional Services Agreement between APC and Contractor, Davey-Bates Consulting. ALL OTHER TERMS AND CONDITIONS of the original agreement dated September 26, 2014 shall remain in full force and effect unless amended in writing by both **APC** and **CONTRACTOR**.

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hands on the day and year this Amendment No. 2 above written.

LAKE COUNTY/CITY AREA PLANNING COUNCIL DAVEY-BATES CONSULTING

BY:  1/23/2018
Jeff Smith, Chair Date

BY:  1/28/18
Lisa Davey-Bates, Owner Date

**LAKE AREA PLANNING COUNCIL
ADMINISTRATIVE AND FISCAL SERVICES
Table – B (Revised, in accordance with Amendment #2)**

		2017/18	
Position	Hours per Week	Hourly Rate	Annual Cost
Lisa Davey-Bates, Principal	30	\$117.68	\$156,754
Nephele Barrett, Program Manager	8	\$88.06	\$31,667
Alexis Pedrotti, Admin/Plng Assist.	18	\$65.07	\$55,425
Charlene Parker, Office Assistant	24	\$43.28	\$46,117
Transit Manager	40	\$86.53	\$159,217
Yearly Total			\$449,180

Rates reflect Rate and CPI Increases consistent with the original proposal submitted by Davey-Bates Consulting (July 9, 2014) and Amendment #2, to be proposed to the Lake APC Board of Directors at their regularly scheduled meeting of January 10, 2018.

LAKE COUNTY/CITY AREA PLANNING COUNCIL

PROFESSIONAL SERVICES AGREEMENT EXTENSION

with

Davey-Bates Consulting

This extension of the Agreement for Professional Services between the Lake County/City Area Planning Council, herein after referred to as "**APC**" and Davey-Bates Consulting, hereinafter referred to as "**Contractor**", first entered into on September 26, 2014, Amended on April 8, 2015, and again on January 10, 2018, is now entered into on April 10, 2019, by and between **APC** and **Contractor**.

Whereas, the current Professional Services Agreement will expire on September 30, 2019; and

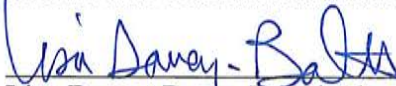
Whereas, Section 13. Contract Terms, of the existing agreement states, "*Agreement may be extended for an additional five (5) one-year periods upon written agreement by the APC and CONTRACTOR:*

APC and **Contractor** agree to the following extension provisions:

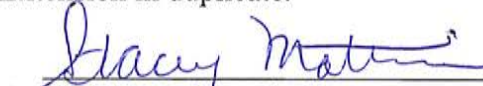
1. The term of this Agreement shall be extended from October 1, 2019 through September 30, 2020.
2. Beyond September 30, 2020, APC and Contractor may extend the existing agreement pursuant to current terms and conditions and consistent with the extended Cost Plan in Exhibit A for Administrative and Fiscal Services and Lake County Service for Freeway Emergencies (SAFE).
3. If APC or Contractor do not wish to proceed with a subsequent extension, they must provide written notice at least one hundred twenty (120) days in advance of intent to terminate or negotiate future extensions.

ALL OTHER TERMS AND CONDITIONS of the original agreement, and first and second amendments shall remain in full force and effect unless amended in writing by both **APC** and **Contractor**.

In WITNESS WHEREOF, the parties hereto have caused their duly authorized officers to execute this Professional Services Agreement Extension in duplicate.



Lisa Davey-Bates, Principal
Davey-Bates Consulting
Council



Stacey Mattina, Chair
Lake County/City Area Planning

Date: 4/23/18

Date: 4/22/19

Lake Area Planning Council Administrative and Fiscal Services			
Fiscal Year	Previous Year Base Contract Amount	11.5% Benefit Increase	New DBC Base Contract
2019/20	\$448,582	\$2,482	\$451,064
2020/21	\$451,064	\$2,767	\$453,831
2021/22	\$453,831	\$3,086	\$456,917
2022/23	\$456,917	\$3,441	\$460,358
2023/24	\$460,358	\$3,836	\$464,194
Lake County Service Authority for Freeway Emergencies Administrative and Fiscal Services			
Fiscal Year	Previous Year Base Contract Amount	11.5% Benefit Increase	New DBC Base Contract
2019/20	\$15,736	\$115	\$15,851
2020/21	\$15,851	\$128	\$15,979
2021/22	\$15,979	\$143	\$16,122
2022/23	\$16,122	\$159	\$16,282
2023/24	\$16,282	\$178	\$16,459

Rates reflect 11.5% Health, Dental and Vision Increases consistent with the original proposal submitted by Davey-Bates Consulting (July 9, 2014). In addition, an annual and accumulate Cost of Living Adjustment (COLA) will be applied to New Base Amount based on the California Consumer Price Index (All Urban Consumers, California Department of Industrial Relations, Division of Labor Statistics and Research).

LAKE COUNTY/CITY AREA PLANNING COUNCIL

EXTENSION of PROFESSIONAL SERVICES AGREEMENT with Davey-Bates Consulting

This **Second Extension** of the Agreement for Professional Services between the Lake County/City Area Planning Council, herein after referred to as "**APC**" and Davey-Bates Consulting, hereinafter referred to as "**Contractor**", first entered into on September 26, 2014, Amended on April 8, 2015, and again on January 10, 2018, extended for a period of one year on April 10, 2019, is now being entered into on April 8, 2020, by and between **APC** and **Contractor**.

Whereas, the current Professional Services Agreement will expire on September 30, 2020; and

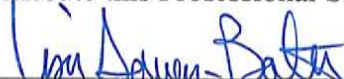
Whereas, Section 13. Contract Terms, of the existing agreement states, "*Agreement may be extended for an additional five (5) one-year periods upon written agreement by the APC and CONTRACTOR:*

APC and **Contractor** agree to the following extension provisions:

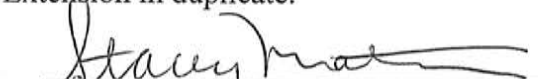
1. The term of this Agreement shall be extended from October 1, 2020 through September 30, 2021.
2. Compensation shall be at annual base rates identified in Exhibit A, effective as of the APC Fiscal Year Budget for the term of this extension.
3. Beyond September 30, 2021, APC and Contractor may extend the existing agreement pursuant to current terms and conditions and consistent with the extended Cost Plan in Exhibit A for Administrative and Fiscal Services and Lake County Service for Freeway Emergencies (SAFE).
4. If APC or Contractor do not wish to proceed with a subsequent extension, they must provide written notice at least one hundred twenty (120) days in advance of intent to terminate or negotiate future extensions.

ALL OTHER TERMS AND CONDITIONS of the original agreement, and first and second amendments shall remain in full force and effect unless amended in writing by both **APC** and **Contractor**.

In WITNESS WHEREOF, the parties hereto have caused their duly authorized officers to execute this Professional Services Agreement Extension in duplicate.



Lisa Davey-Bates, Principal
Davey-Bates Consulting
Council



Stacey Mattina, Chair
Lake County/City Area Planning

Date: 4/17/20

Date: _____

Lake Area Planning Council Administrative and Fiscal Services			
Fiscal Year	Previous Year Base Contract Amount	11.5% Benefit Increase	New DBC Base Contract
2019/20	\$448,582	\$2,482	\$451,064
2020/21	\$451,064	\$2,767	\$453,831
2021/22	\$453,831	\$3,086	\$456,917
2022/23	\$456,917	\$3,441	\$460,358
2023/24	\$460,358	\$3,836	\$464,194
Lake County Service Authority for Freeway Emergencies Administrative and Fiscal Services			
Fiscal Year	Previous Year Base Contract Amount	11.5% Benefit Increase	New DBC Base Contract
2019/20	\$15,736	\$115	\$15,851
2020/21	\$15,851	\$128	\$15,979
2021/22	\$15,979	\$143	\$16,122
2022/23	\$16,122	\$159	\$16,282
2023/24	\$16,282	\$178	\$16,459

Rates reflect 11.5% Health, Dental and Vision Increases consistent with the original proposal submitted by Davey-Bates Consulting (July 9, 2014). In addition, an annual and accumulate Cost of Living Adjustment (COLA) will be applied to New Base Amount based on the California Consumer Price Index (All Urban Consumers, California Department of Industrial Relations, Division of Labor Statistics and Research).

Extension periods are from October 1 – September 30 of the following year, however, base amounts will take effect at the start of each fiscal year. The second extension period will be effective October 1, 2020 through September 30, 2021.

LAKE COUNTY/CITY AREA PLANNING COUNCIL

EXTENSION of PROFESSIONAL SERVICES AGREEMENT with Davey-Bates Consulting

This **Third Extension** of the Agreement for Professional Services between the Lake County/City Area Planning Council, herein after referred to as “**APC**” and Davey-Bates Consulting, hereinafter referred to as “**Contractor**”, first entered into on September 26, 2014, amended on April 8, 2015 and January 10, 2018, then extended for a period of one year on April 10, 2019 and April 8, 2020, is now being entered into on April 14, 2021, by and between **APC** and **Contractor**.

Whereas, the current Professional Services Agreement will expire on September 30, 2021; and

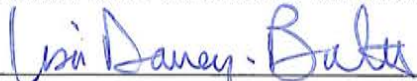
Whereas, Section 13. Contract Terms, of the existing agreement states, “*Agreement may be extended for an additional five (5) one-year periods upon written agreement by the APC and CONTRACTOR:*”

APC and **Contractor** agree to the following extension provisions:

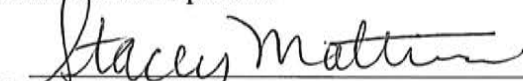
1. The term of this Agreement shall be extended from October 1, 2021 through September 30, 2022.
2. Compensation shall be at annual base rates and subject to cumulative CPI increases identified in Exhibit A, effective as of the Lake APC Fiscal Year 2021/22 Budget for the term of this extension. A one-time credit of \$5,600 will be provided by the **Contractor** to **APC** for FY 2021/22 as detailed in Exhibit A.
3. Beyond September 30, 2022, **APC** and **Contractor** may extend the existing agreement pursuant to current terms and conditions and consistent with the extended Cost Plan in Exhibit A for Lake Area Planning Council, Lake Transit Authority and Service for Freeway Emergencies (SAFE) Administrative and Fiscal Services.
4. If **APC** or **Contractor** do not wish to negotiate or proceed with the terms and conditions of the subsequent extensions, they must provide written notice at least one hundred twenty (120) days in advance of intent to terminate or negotiate future extensions.

ALL OTHER TERMS AND CONDITIONS of the original agreement, and first and second amendments shall remain in full force and effect unless amended in writing by both **APC** and **Contractor**.

In WITNESS WHEREOF, the parties hereto have caused their duly authorized officers to execute this Professional Services Agreement Extension in duplicate.



Lisa Davey-Bates, Principal
Davey-Bates Consulting
Council



Stacey Mattina, Chair
Lake County City Area Planning

Date: 4/20/21

Date: 4/20/21

Lake APC and Lake Transit Administrative and Fiscal Services			
Fiscal Year	Previous Year Base Contract Amount	11.5% Benefit Increase	New DBC Base Contract
2019/20	\$448,582	\$2,482	\$451,064
2020/21	\$451,064	\$2,767	\$453,831
2021/22	\$453,831	\$3,086	\$456,917
2022/23	\$456,917	\$3,441	\$460,358
2023/24	\$460,358	\$3,836	\$464,194
Lake County Service Authority for Freeway Emergencies Administrative and Fiscal Services			
Fiscal Year	Previous Year Base Contract Amount	11.5% Benefit Increase	New DBC Base Contract
2019/20	\$15,736	\$115	\$15,851
2020/21	\$15,851	\$128	\$15,979
2021/22	\$15,979	\$143	\$16,122
2022/23	\$16,122	\$159	\$16,282
2023/24	\$16,282	\$178	\$16,459

Rates reflect 11.5% Health, Dental and Vision Increases consistent with the original proposal submitted by Davey-Bates Consulting (July 9, 2014). In addition, an annual and accumulative Cost of Living Adjustment (COLA) will be applied to New Base Amount based on the California Consumer Price Index (All Urban Consumers, California Department of Industrial Relations, Division of Labor Statistics and Research).

Extension periods are from October 1 – September 30 of the following year, however, base amounts will take effect at the start of each fiscal year.

Davey-Bates Consulting has experienced cost savings as a result of reduced travel and other non-salary/employee benefit expenses during the COVID pandemic. As a result, a one-time credit of \$5,600 will be provided to the Lake County/City Area Planning Council for Administrative and Fiscal Services in FY 2021/22.

LAKE COUNTY/CITY AREA PLANNING COUNCIL

EXTENSION of PROFESSIONAL SERVICES AGREEMENT with Davey-Bates Consulting

This **Fourth Extension** of the Agreement for Professional Services between the Lake County/City Area Planning Council, herein after referred to as “**APC**” and Davey-Bates Consulting, hereinafter referred to as “**Contractor**”, first entered into on September 26, 2014, amended on April 8, 2015 and January 10, 2018, then extended for a period of one year on April 10, 2019, April 8, 2020, and April 14, 2021 is now being entered into on March 9, 2022, by and between **APC** and **Contractor**.

Whereas, the current Professional Services Agreement will expire on September 30, 2022; and

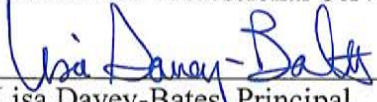
Whereas, Section 13. Contract Terms, of the existing agreement states, “*Agreement may be extended for an additional five (5) one-year periods upon written agreement by the APC and CONTRACTOR:*”

APC and **Contractor** agree to the following extension provisions:

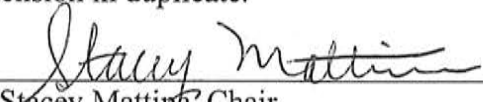
1. The term of this Agreement shall be extended from October 1, 2022 through September 30, 2023.
2. Compensation shall be at annual base rates and subject to cumulative CPI increases identified in Exhibit A, effective as of the Lake APC Fiscal Year 2022/23 Budget for the term of this extension.
3. Beyond September 30, 2023, **APC** and **Contractor** may extend the existing agreement pursuant to current terms and conditions and consistent with the extended Cost Plan in Exhibit A for Lake Area Planning Council, Lake Transit Authority and Service for Freeway Emergencies (SAFE) Administrative and Fiscal Services.
4. If **APC** or **Contractor** do not wish to negotiate or proceed with the terms and conditions of the subsequent extensions, they must provide written notice at least one hundred twenty (120) days in advance of intent to terminate or negotiate future extensions.

ALL OTHER TERMS AND CONDITIONS of the original agreement, and first and second amendments shall remain in full force and effect unless amended in writing by both **APC** and **Contractor**.

In WITNESS WHEREOF, the parties hereto have caused their duly authorized officers to execute this Professional Services Agreement Extension in duplicate.



Lisa Davey-Bates, Principal
Davey-Bates Consulting
Council



Stacey Mattina, Chair
Lake County/City Area Planning

Date: 3/24/22

Date: 3/9/22

Lake APC and Lake Transit Administrative and Fiscal Services			
Fiscal Year	Previous Year Base Contract Amount	11.5% Benefit Increase	New DBC Base Contract
2019/20	\$448,582	\$2,482	\$451,064
2020/21	\$451,064	\$2,767	\$453,831
2021/22	\$453,831	\$3,086	\$456,917
2022/23	\$456,917	\$3,441	\$460,358
2023/24	\$460,358	\$3,836	\$464,194
Lake County Service Authority for Freeway Emergencies Administrative and Fiscal Services			
Fiscal Year	Previous Year Base Contract Amount	11.5% Benefit Increase	New DBC Base Contract
2019/20	\$15,736	\$115	\$15,851
2020/21	\$15,851	\$128	\$15,979
2021/22	\$15,979	\$143	\$16,122
2022/23	\$16,122	\$159	\$16,282
2023/24	\$16,282	\$178	\$16,459

Rates reflect 11.5% Health, Dental and Vision Increases consistent with the original proposal submitted by Davey-Bates Consulting (July 9, 2014). In addition, an annual and accumulative Cost of Living Adjustment (COLA) will be applied to New Base Amount based on the California Consumer Price Index (All Urban Consumers, California Department of Industrial Relations, Division of Labor Statistics and Research).

Extension periods are from October 1 – September 30 of the following year, however, base amounts will take effect at the start of each fiscal year.

LAKE COUNTY/CITY AREA PLANNING COUNCIL

AGREEMENT FOR PROFESSIONAL SERVICES WITH DOW & ASSOCIATES

This Agreement is entered into on September 26, 2014, by and between the Lake County/City Area Planning Council, hereinafter referred to as the "APC", and Dow & Associates, hereinafter referred to as "CONTRACTOR."

WITNESSETH:

WHEREAS, the APC may retain independent contractors to perform special, technical, expert, or professional services; and

WHEREAS, APC wishes to extend to the residents of the County certain services which CONTRACTOR is equipped, staffed, licensed and prepared to provide; and

WHEREAS, CONTRACTOR is willing and able to perform duties and render services which are determined by APC to be necessary or appropriate for the welfare of residents of County; and

WHEREAS, APC believes the provision of these services to the residents is in their best interests, and CONTRACTOR agrees to perform such duties and render such services, as outlined more specifically below:

NOW, THEREFORE, The APC and CONTRACTOR agree as follows:

1. WORK TO BE PERFORMED

The term of this Agreement shall be from October 1, 2014 through September 30, 2019.

CONTRACTOR has been selected by APC to provide those services, tasks and products detailed in CONTRACTOR'S Scope of Services, Background & Experience, APC Cost Plan & Narrative, and SAFE Cost Plan & Narrative (Exhibit A), which was prepared in response to APC's Request for Proposals.

If CONTRACTOR is requested to provide additional services not included with the Scope of Services, APC and CONTRACTOR may amend this agreement to provide for those services based upon the rates of payment specified in Table I-V & V-2 of Exhibit A.

2. COMPENSATION

Compensation for planning services as set forth in Exhibit A is fixed dollar amount for each fiscal year, payable in monthly installments, at the convenience of the Lake County Clerk-Auditor:

Fiscal Year 2014/15: \$178,432 (October 1 through June 30, 2015)

Fiscal Year 2015/16: \$240,216

Fiscal Year 2016/17: \$242,197
Fiscal Year 2017/18: \$244,442
Fiscal Year 2018/19: \$246,637
Fiscal Year 2019/20: \$61,659 (July 1 through Sept. 30, 2019-based on FY 2018/19 rates)

CONTRACTOR will also receive compensation for providing planning services to the Lake Service Authority for Freeway Emergencies (SAFE) program. Compensation for SAFE services as set forth in Exhibit A is also a fixed dollar amount for each fiscal year, payable in monthly installments by the Lake County Clerk-Auditor:

Fiscal Year 2014/15: \$19,580 (October 1 through June 30, 2015)
Fiscal Year 2015/16: \$26,352
Fiscal Year 2016/17: \$26,548
Fiscal Year 2017/18: \$26,755
Fiscal Year 2018/19: \$26,869
Fiscal Year 2019/20: \$6,717 (July 1 through Sept. 30, 2019-based on FY 2018/19 rates)

An annual Cost of Living Adjustment (COLA) will be applied to the base proposals (above) for APC and SAFE planning services, based on the California Consumer Price Index (All Urban Consumers, California Department of Industrial Relations, Division of Labor Statistics and Research.

3. SUBCONTRACTING

CONTRACTOR may subcontract portions of the agreed upon services. Subcontractors shall maintain the same standard of services as is required of CONTRACTOR. CONTRACTOR shall continue to remain responsible for fulfilling the terms of this Agreement.

4. SERVICES TO BE PROVIDED

CONTRACTOR agrees to perform the services set forth in Exhibit A.

Execution of this Agreement by the APC shall constitute CONTRACTOR's authority to proceed immediately with the performance of the work described by Exhibit A provided that evidence of insurance has been received by the APC as specified under Section 9 below.

CONTRACTOR acknowledges that timely performance of services is an important element of this Agreement and will perform services in a timely manner consistent with sound professional practices.

5. FINANCIAL RECORDS

APC, CONTRACTOR and all subcontractors shall maintain all source documents, accounting records, and other supporting papers connected with performance of work under this Agreement for a minimum of three (3) years from the date of final payment, or until annual audit resolution is achieved, whichever is later.

All such supporting information shall be made available for inspection and audit by representatives of State of California Department of Transportation (State), the California State Auditor, and auditors representing the federal government which pertain to services performed and determination amounts payable under this Agreement.

CONTRACTOR will provide an adequate financial management and accounting system as required by 48 Code of Federal Regulations (CFR) Part 16.301-3, 48 CFR Part 31 and 49 CRF Part 18.

6. COMPLIANCE WITH LAWS AND ORDINANCES

CONTRACTOR, in the conduct of the services contemplated within this agreement, shall comply with all statutes, State or Federal as may be applicable, and all ordinances, rules and regulations enacted or issued by the County of Lake.

7. COMPLIANCE WITH LICENSING REQUIREMENTS

CONTRACTOR will comply with all necessary licensing requirements and must obtain appropriate licenses and display the same in a location that is reasonably conspicuous.

8. OWNERSHIP OF EQUIPMENT

CONTRACTOR shall furnish necessary office equipment to perform services under this Agreement. Title to all property acquired by CONTRACTOR in connection with this Agreement or the services rendered pursuant thereto shall vest in CONTRACTOR.

9. INSURANCE

CONTRACTOR, at its expense, shall secure and maintain at all times during the entire period of performance of this Agreement, insurance as set forth herein with insurance companies acceptable to the APC for the APC's protection, its elected or appointed officials, employees and volunteers, CONTRACTOR and subcontractor from any and all claims which may arise from operations under this Agreement, whether operations be by CONTRACTOR or by a subcontractor, or by anyone directly or indirectly employed by either of them.

CONTRACTOR shall provide to the APC Certificates of Insurance evidencing minimum coverage as specified below:

Automobile Liability - Vehicle/Bodily Injury - \$100,000
Each Person, \$300,000 Each Occurrence, Vehicle/Property
Damage - \$100,000 Each Occurrence, and Uninsured
Motorists \$100,000 each Person/\$300,000 each occurrence

OR

Combined Single Limit Vehicle Bodily Injury and Property
Damage Liability - \$1,000,000 Each Occurrence

AND

General Liability - \$2,000,000, Personal Injury -
\$1,000,000, and Each Occurrence Limit - \$1,000,000

AND

Worker's Compensation and Employer's Liability: Limits
as required by the labor code of the State of California.

In the event of breach of any provision of this Section, or in the event any notice is received which indicates any required insurance coverage will be diminished or canceled, the APC, at its option, may, notwithstanding any other provision of this Agreement to the contrary, immediately declare a material breach of this Agreement and suspend further work pursuant to this Agreement.

CONTRACTOR shall not commence work, nor shall it allow its employees or subcontractors or anyone to commence work contemplated through this Agreement until all insurance required hereunder has been submitted to and accepted by the APC. Failure to submit proof of insurance as required herein may result in awarding said Agreement to another bidder.

Insurance coverage in a minimum amount set forth herein shall not be construed to relieve CONTRACTOR for liability in excess of such coverage, nor shall it preclude the APC from taking such other action as is available to it under any other provisions of this Agreement or otherwise in law.

Before beginning the work, the CONTRACTOR shall furnish to the APC satisfactory proof that it has secured, for the period covered under this Agreement, Workers Compensation Insurance for all persons whom it may employ in carrying out the work completed under this Agreement, in accordance with the "Workers Compensation and Insurance Act", Division IV of the Labor Code of the State of California and any acts amendatory thereof. Such insurance shall be maintained in full force and effect during the period covered by this Agreement.

10. STATE AND FEDERAL REQUIREMENTS

Consultant will comply with all Federal, State and Local laws and ordinances as may be applicable to the performance of work under this Agreement.

Non-Discrimination Clause. a.) In the performance of work under this Agreement, APC, CONTRACTOR and its sub-consultants shall not unlawfully discriminate, harass, or allow harassment, against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, disability (including HIV and AIDS), mental disability, medical condition (cancer), age (over 40), marital status, denial of family and medical care leave and denial of pregnancy disability leave. b.) APC, Consultant and its sub-consultants shall ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. APC, Consultant and its sub-consultants shall comply with the provisions of the Fair Employment and Housing Act (Government Code, Section 12900 et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285.0 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations are incorporated into this Agreement by reference and made part hereof as if set forth in full. c.) APC, CONTRACTOR and its sub-consultants shall each give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other labor agreement. d.) APC, Consultant and its sub-consultants will permit access to all records of employment, employment advertisements,

application forms, and other pertinent data and records by the State Fair Employment Practices and Housing Commission or any other agency of the State of California designated by State to investigate compliance with this section.

Disadvantaged Business Enterprise (DBE) Obligation. APC, CONTRACTOR and its subconsultants shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The consultant shall carry out applicable requirements of 49 CFR part 26 in the award and administration of DOT assisted contracts. Failure by the consultant to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.

Title VI of the Civil Rights Act of 1964. The CONTRACTOR agrees to comply with all the requirements imposed by Title VI of the Civil Rights Act of 1964, California Civil Code section 51(b) and the regulations of the U.S. Department of Transportation issued thereunder in 49 CFR Part 21.

Equal Employment Opportunity. In connection with the performance of this Agreement, the CONTRACTOR shall not discriminate against any employee or applicant for employment because of race, color, age, creed, sex, or national origin. Such action shall include, but not be limited to, employment, upgrading, demotion or transfer, recruitment, or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship.

11. INDEPENDENT CONTRACTOR

Both the APC and CONTRACTOR agree and acknowledge that the relationship between them is that of public entity and independent contractor and shall in no event be considered that of employer/employee. The APC shall compensate CONTRACTOR by payment of the gross amounts due to CONTRACTOR, and CONTRACTOR shall be solely responsible for any federal, state, and local taxes and withholdings that may be applicable.

12. FINANCIAL INTEREST

The CONTRACTOR covenants that it has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of its services hereunder. The CONTRACTOR further covenants that in the performance of this Agreement, no person having any such interest shall be employed or subcontracted.

13. CONTRACT TERMS

The terms of this Agreement shall be for an initial period of five (5) years from October 1, 2014 through September 30, 2019, however, this Agreement may be extended for an additional five (5) one-year periods upon written agreement by the APC and CONTRACTOR.

APC may terminate this Agreement for any reason by giving written notice to CONTRACTOR at least one hundred twenty (120) days in advance of the effective date of such termination.

In the event this Agreement is terminated prior to September 30, 2019, CONTRACTOR shall be paid on a prorated basis for only that portion of the contract term during which CONTRACTOR provided services pursuant to this Agreement.

14. TIME

Time is of the essence.

15. EXTENT OF AGREEMENT

This Agreement and all exhibits made a part hereof constitute the entire Agreement between the parties. In case of conflict or inconsistency between this Agreement and any exhibits, this Agreement shall control. This Agreement shall not be modified except by written agreement of both parties.

IN WITNESS WHEREOF, the parties hereto have caused their duly authorized officers to execute this Agreement in duplicate as of the day and year first written above.



Marsha Wharff, Chair
Lake County/City Area Planning Council



Phillip Dow, Owner
Dow & Associates

Federal ID No.: 064606160000

Lake County/City Area Planning Council

Amendment to
AGREEMENT for PROFESSIONAL SERVICES
with
Dow & Associates

This Amendment is entered into on April 8, 2015, by and between the Lake County/City Area Planning Council, herein after referred to as the "APC", and Dow & Associates, hereinafter referred to as "CONTRACTOR".

WITNESSETH:

WHEREAS, the APC may retain independent contractors to perform special, technical, expert, or professional services; and

WHEREAS, on September 26, 2014, the APC entered into an Agreement with CONTRACTOR to provide planning services for the APC and for the Lake County Service Authority for Freeway Emergencies (SAFE); and

WHEREAS, the Executive Director of the APC has identified language in Paragraph 2 – Compensation in the approved Agreement that may be interpreted to be inconsistent with state and federal compensation procedures; and

WHEREAS, APC staff has drafted new language to clarify that all planning services work is to be reimbursable based upon hours worked, by staff position, per claim period consistent with rates proposed by CONTRACTOR and accepted by APC as identified in *Table IV&V-2: Dow & Associates Reimbursement Rates by Year* of Dow & Associates Proposal for Lake County/City Area Planning Planning Services; and

WHEREAS, APC and CONTRACTOR concur that clarification of language in Paragraph 2- Compensation is of mutual benefit to APC and Contractor:

NOW, THEREFORE, APC and CONTRACTOR agree as follows:

Language in Paragraph 2- Compensation in the Lake County/City Area Planning Council's AGREEMENT FOR PROFESSIONAL SERVICES with DOW & ASSOCIATES, as identified in italics below, shall be replaced with new language within Paragraph 2 as identified below in bold:

For the APC planning component:

Compensation for planning services as set forth in Exhibit A is fixed dollar amount for each fiscal year, payable in monthly installments, at the convenience of the Lake County Clerk-Auditor:

Compensation for planning services as set forth in Exhibit A is a fixed (not to exceed) dollar amount for each fiscal year, subject to annual Costs of Living adjustments specified herein. Planning service costs are to be reimbursed based upon actual hours worked within each claim period at compensation rates established in Table IV & V-2 in Exhibit A. Claims shall be submitted on a monthly or quarterly basis (at the discretion of claimant) and payable at the convenience of the Lake County Clerk-Auditor:

And for the SAFE planning component:

CONTRACTOR will also receive compensation for providing planning services to the Lake Service Authority for Freeway Emergencies (SAFE) program. Compensation for SAFE services as set forth in Exhibit A is also a fixed dollar amount each year, payable in monthly installments by the Lake County Clerk-Auditor:

CONTRACTOR will also receive compensation for providing planning services to the Lake Service Authority for Freeway Emergencies (SAFE) program. Planning services for SAFE as set forth in Exhibit A are to be reimbursed based upon actual hours worked within each claim period at compensation rates established in Table IV & V-2 in Exhibit A. Claims shall be submitted on a monthly or quarterly basis (at the discretion of claimant) and payable at the convenience of the Lake County Clerk-Auditor:

IN WITNESS WHEREOF, the parties hereto have caused their duly authorized officers to execute this Amendment in duplicate as of the day and year first written above.



Marsha Wharff, Chair

Lake County/City Area Planning Council



Phillip J. Dow, Owner

Dow & Associates

LAKE COUNTY/CITY AREA PLANNING COUNCIL

PROFESSIONAL SERVICES AGREEMENT EXTENSION

with

Dow & Associates

This extension of the Agreement for Professional Services between the Lake County/City Area Planning Council, herein after referred to as “**APC**” and Dow & Associates, hereinafter referred to as “**Contractor**”, first entered into on September 26, 2014, and Amended on April 8, 2015, is now entered into on April 10, 2019, by and between **APC** and **Contractor**.

Whereas, the current Professional Services Agreement will expire on September 30, 2019; and

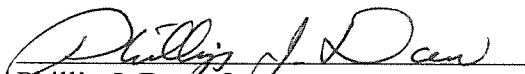
Whereas, Section 13. Contract Terms, of the existing agreement states, “...*Agreement may be extended for an additional five (5) one-year periods upon written agreement by the APC and CONTRACTOR:*


APC and **Contractor** agree to the following extension provisions:

1. The term of this Agreement shall be extended from October 1, 2019 through September 30, 2020.
2. Beyond September 30, 2020, **APC** and **Contractor** may extend the existing agreement pursuant to current terms and conditions and consistent with the extended Cost Plan Summary for Planning Services to the Lake County/City Area Planning Council and Lake County Service Authority for Freeway Emergencies (SAFE) outlined in Exhibit A.
3. If **APC** or **Contractor** do not wish to proceed with a subsequent extension, they must provide written notice at least one hundred twenty (120) days in advance of intent to terminate or negotiate future extensions.

ALL OTHER TERMS AND CONDITIONS of the original agreement, and first amendment shall remain in full force and effect unless amended in writing by both **APC** and **Contractor**.

In WITNESS WHEREOF, the parties hereto have caused their duly authorized officers to execute this Professional Services Agreement Extension in duplicate.


Phillip J. Dow, Owner
Dow & Associates


Stacey Mattina, Chair
Lake County/City Area Planning

Date: 04/22/19

Date: 4/22/19

Exhibit A
Extended Cost Plan Summary

Planning Services to the Lake County/City Area Planning Council			
	Previous Year Base	Increase	New Base Amount
FY 19/20 (1st Ext)	\$ 246,637	\$ 1,886	\$ 248,523
FY 20/21 (2nd Ext)	\$ 248,523	\$ 2,103	\$ 250,626
FY 21/22 (3rd Ext)	\$ 250,626	\$ 2,345	\$ 252,970
FY 22/23 (4th Ext)	\$ 252,970	\$ 2,614	\$ 255,585
FY 23/24 (5th Ext)	\$ 255,585	\$ 2,915	\$ 258,500

Lake County Service Authority for Freeway Emergencies (SAFE)			
	Previous Year Base	Increase	New Base Amount
FY 19/20 (1st Ext)	\$ 26,869	\$ 205	\$ 27,074
FY 20/21 (2nd Ext)	\$ 27,074	\$ 229	\$ 27,304
FY 21/22 (3rd Ext)	\$ 27,304	\$ 255	\$ 27,559
FY 22/23 (4th Ext)	\$ 27,559	\$ 285	\$ 27,844
FY 23/24 (5th Ext)	\$ 27,844	\$ 318	\$ 28,161

Notes:

Annual Base Amount includes health care increases, as established in Exhibit A of the original contract. Annual Base Amounts will be adjusted each year using the cumulative California Consumer Price Index California, All Urban Consumers, as stated in Exhibit A of the original contract.

LAKE COUNTY/CITY AREA PLANNING COUNCIL

PROFESSIONAL SERVICES AGREEMENT EXTENSION

with

Dow & Associates

This extension of the Agreement for Professional Services between the Lake County/City Area Planning Council, herein after referred to as "APC" and Dow & Associates, hereinafter referred to as "**Contractor**", first entered into on September 26, 2014, Amended on April 8, 2015, and extended for a period of one year on April 10, 2019, is now entered into on April 8, 2020, by and between **APC** and **Contractor**.

Whereas, the current extension period of the Professional Services Agreement will expire on September 30, 2020; and

Whereas, Section 13. Contract Terms, of the existing agreement states, "*...Agreement may be extended for an additional five (5) one-year periods upon written agreement by the APC and CONTRACTOR*"; and

APC and **Contractor** agree to the following extension provisions:

1. The term of this Agreement shall be extended from October 1, 2020 through September 30, 2021.
2. Compensation shall be at annual base amounts identified in the attached Exhibit A, which take effect at the start of each Fiscal Year and are adjusted using the cumulative California Consumer Price Index.
3. Beyond September 30, 2021, **APC** and **Contractor** may extend the existing agreement pursuant to current terms and conditions and consistent with the extended Cost Plan Summary for Planning Services to the Lake County/City Area Planning Council and Lake County Service Authority for Freeway Emergencies (SAFE) outlined in Exhibit A.
4. If **APC** or **Contractor** do not wish to proceed with a subsequent extension, they must provide written notice at least one hundred twenty (120) days in advance of intent to terminate or negotiate future extensions.

ALL OTHER TERMS AND CONDITIONS of the original agreement and first amendment shall remain in full force and effect unless amended in writing by both **APC** and **Contractor**.

In WITNESS WHEREOF, the parties hereto have caused their duly authorized officers to execute this Professional Services Agreement Extension in duplicate.



Nephele Barrett, Owner
Dow & Associates



Stacey Mattina, Chair
Lake County/City Area Planning

Date: 4-22-20

Date: 4-22-2020

Exhibit A
 Extended Cost Plan Summary

Planning Services to the Lake County/City Area Planning Council			
	Previous Year Base	Increase	New Base Amount
FY 19/20 (1st Ext)	\$ 246,637	\$ 1,886	\$ 248,523
FY 20/21 (2nd Ext)	\$ 248,523	\$ 2,103	\$ 250,626
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	Previous Year Base	Increase	New Base Amount
FY 19/20 (1st Ext)	\$ 26,869	\$ 205	\$ 27,074
FY 20/21 (2nd Ext)	\$ 27,074	\$ 229	\$ 27,304
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FY 23/24 (5th Ext)	\$ 27,844	\$ 318	\$ 28,161

Notes:

Annual Base Amount includes health care increases, as established in Exhibit A of the original contract. Annual Base Amounts will be adjusted each year using the cumulative California Consumer Price Index California, All Urban Consumers, as stated in Exhibit A of the original contract.

Extension periods are from October 1 of each year through September 30 of the following year. However, new contract amounts will take effect at the start of each Fiscal Year.

The current extension period, 10/1/20 through 9/30/21, covers the last three quarters of FY 20/21 and first quarter of FY 21/22.

LAKE COUNTY/CITY AREA PLANNING COUNCIL
PROFESSIONAL SERVICES AGREEMENT EXTENSION
with
Dow & Associates

This extension of the Agreement for Professional Services between the Lake County/City Area Planning Council, herein after referred to as “**APC**” and Dow & Associates, hereinafter referred to as “**Contractor**”, first entered into on September 26, 2014, Amended on April 8, 2015, and extended for a period of one year on April 10, 2019, and again on April 8, 2020, is now entered into on April 14, 2021, by and between **APC** and **Contractor**.

Whereas, the current extension period of the Professional Services Agreement will expire on September 30, 2021; and


Whereas, Section 13. Contract Terms, of the existing agreement states, “*...Agreement may be extended for an additional five (5) one-year periods upon written agreement by the APC and CONTRACTOR;* and

APC and **Contractor** agree to the following extension provisions:

1. The term of this Agreement shall be extended from October 1, 2021 through September 30, 2022.
2. Compensation shall be at annual rates identified in the attached Exhibit A and subject to cumulative CPI increases as detailed in Exhibit A and per the original contract, effective as of the APC Fiscal Year 21/22 Budget for the term of this extension. A one-time credit of up to \$3,000 will be provided by the **Contractor** to **APC** for FY 21/22 as detailed in Exhibit A
3. **APC** and **Contractor** may exercise the option for two more one-year extensions following this third extension, pursuant to current terms and conditions and consistent with the extended Cost Plan Summary for Planning Services to the Lake County/City Area Planning Council and Lake County Service Authority for Freeway Emergencies (SAFE) outlined in Exhibit A.
4. If **APC** or **Contractor** do not wish to proceed with a subsequent extension, they must provide written notice at least one hundred twenty (120) days in advance of intent to terminate or negotiate future extensions.

ALL OTHER TERMS AND CONDITIONS of the original agreement and first amendment shall remain in full force and effect unless amended in writing by both **APC** and **Contractor**.

In WITNESS WHEREOF, the parties hereto have caused their duly authorized officers to execute this Professional Services Agreement Extension in duplicate.



Nephela Barrett, Owner
Dow & Associates



Stacey Mattina, Chair
Lake County/City Area Planning

Date: 4-21-21

Date: _____

Exhibit A
Extended Cost Plan Summary

Planning Services to the Lake County/City Area Planning Council			
	Previous Year Base	Increase	New Base Amount
FY 19/20 (1st Ext)	\$ 246,637	\$ 1,886	\$ 248,523
FY 20/21 (2nd Ext)	\$ 248,523	\$ 2,103	\$ 250,626
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FY 19/20 (1st Ext)	\$ 26,869	\$ 205	\$ 27,074
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FY 23/24 (5th Ext)	\$ 27,844	\$ 318	\$ 28,161

Notes:

Annual Base Amount includes health care increases, as established in Exhibit A of the original contract. Annual Base Amounts will be adjusted each year using the cumulative California Consumer Price Index California, All Urban Consumers, as stated in Exhibit A of the original contract.

Extension periods are from October 1 of each year through September 30 of the following year. However, new contract amounts will take effect at the start of each Fiscal Year.

The current extension period, 10/1/21 through 9/30/22, covers the last three quarters of FY 21/22 and first quarter of FY 22/23.

Dow & Associates will provide a voluntary, one-time credit of up to \$3000 to the APC for FY 21/22. This credit is provided due to reduced costs from travel and other similar non-salary/employee benefit expenses during FY 20/21. This will be applied as a credit to the LTF billing on each monthly invoice of that Fiscal Year equal to 1% of the total invoice.

LAKE COUNTY/CITY AREA PLANNING COUNCIL
PROFESSIONAL SERVICES AGREEMENT EXTENSION
with
Dow & Associates

This extension of the Agreement for Professional Services between the Lake County/City Area Planning Council, herein after referred to as “**APC**” and Dow & Associates, hereinafter referred to as “**Contractor**”, first entered into on September 26, 2014, Amended on April 8, 2015, and extended for a period of one year on April 10, 2019, April 8, 2020, and April 14, 2021, is now entered into on March 9, 2022, by and between **APC** and **Contractor**.

Whereas, the current extension period of the Professional Services Agreement will expire on September 30, 2022; and

Whereas, Section 13. Contract Terms, of the existing agreement states, “...*Agreement may be extended for an additional five (5) one-year periods upon written agreement by the APC and CONTRACTOR*; and

APC and **Contractor** agree to the following extension provisions:

1. The term of this Agreement shall be extended from October 1, 2022 through September 30, 2023.
2. Compensation shall be at annual rates identified in the attached Exhibit A and subject to cumulative CPI increases as detailed in Exhibit A and per the original contract, effective as of the APC Fiscal Year 22/23 Budget for the term of this extension.
3. **APC** and **Contractor** may exercise the option for one more one-year extension following this fourth extension, pursuant to current terms and conditions and consistent with the extended Cost Plan Summary for Planning Services to the Lake County/City Area Planning Council and Lake County Service Authority for Freeway Emergencies (SAFE) outlined in Exhibit A.
4. If **APC** or **Contractor** do not wish to proceed with a subsequent extension, they must provide written notice at least one hundred twenty (120) days in advance of intent to terminate or negotiate future extensions.

ALL OTHER TERMS AND CONDITIONS of the original agreement and first amendment shall remain in full force and effect unless amended in writing by both **APC** and **Contractor**.

In WITNESS WHEREOF, the parties hereto have caused their duly authorized officers to execute this Professional Services Agreement Extension in duplicate.



Nephela Barrett, Owner
Dow & Associates



Stacey Mattina, Chair
Lake County/City Area Planning

Date: 3-18-22

Date: _____

Exhibit A
Extended Cost Plan Summary

Planning Services to the Lake County/City Area Planning Council			
	Previous Year Base	Increase	New Base Amount
FY 19/20 (1st Ext)	\$ 246,637	\$ 1,886	\$ 248,523
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Notes:

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Extension periods are from October 1 of each year through September 30 of the following year. However, new contract amounts will take effect at the start of each Fiscal Year.

The current extension period, 10/1/22 through 9/30/23, covers the last three quarters of FY 22/23 and first quarter of FY 23/24.



Lake Transit Authority

Lisa Davey-Bates, Executive Director

Administration
525 S. Main Street, Ste. G
Ukiah, CA 95482
(707) 263-7868

Operations
P.O. Box 698
Lower Lake, CA 95457
(707) 994-3384

April 1, 2022

Lisa Davey-Bates, Executive Director
Lake County/City Area Planning Council
525 South Main Street, Suite G
Ukiah, CA 95482

Dear Lisa,

Attached is Lake Transit Authority's claim for funds for fiscal year 2022/2023. The LTA Board will review the proposed budget at their May meeting with adoption expected at the June meeting. In summary, LTA is requesting:

\$849,540 from the Local Transportation Fund (LTF), and
\$627,325 in State Transit Assistance funds

Local Transportation Fund

The claim in includes the total amount allocated to Lake Transit Authority by the Lake County /City Area Planning Council. Of that amount, \$772,311 would be used to support LTA's General Public Operations and \$77,229 for capital purchases. No funds will be used for the Unmet Transit Needs List referred to LTA by your Board.

State Transit Assistance Fund

The claim also includes a total of \$627,325 of State Transit Assistance funds, as allocated by the State Controller's Office. The entirety of these funds will be used to support LTA's General Public Operations.

Uncertainty

As always, the creation of a budget in March is highly uncertain. We are submitting the claim using the best information we have at this time, but respectfully request your understanding and support in the event that a revised claim is necessary.

Sincerely,

James Sookne
Program Manager

Lake Transit Authority Summary of 2022/2023 Claim for Funds

4/1/22

Source	Authority	Purpose	FY 2021/22 Amount	FY 2022/23 Amount
Local Transportation Fund:				
	PUC, Sec. 99260(a)	LTA Operations	\$826,386	\$772,311
	PUC, Sec. 99262	LTA Capital	\$75,000	\$77,229
Total			\$901,386	\$849,540
State Transit Assistance Fund:				
	CCR, Sec. 6730(a)	LTA Operations	\$466,193	\$627,325
Total			\$466,193	\$627,325
Total Claim			\$1,367,579	\$1,476,865



14420 Lakeshore Drive, Suite C
PO Box 3001
Clearlake, CA 95422

May 26, 2022

Lisa Davey-Bates, Executive Director
Lake County/City Area Planning Council
525 S. Main St., Suite G
Ukiah, CA 95482

Subject: Lake Links' Fiscal 2022-2033 LTF Claim

Dear Lisa,

The following is Lake Links' claim for funds for fiscal year 2022-2023. The Lake Links Board will review and adopt the proposed budget at their June meeting.

Lake Links is requesting \$54,687 from the Local Transportation Fund (LTF) to support Lake Links' fiscal 2022-23 operations (PUC, Sec. 99275). In fiscal 2021-22 we received \$61,031 in LTF funds for this purpose.

As in past years, this LTF allocation will be used to provide and support Lake Links' office (rent, utilities, office supplies and costs, etc.) which serve as the foundation for our staff to operate our transportation programs.

The Lake Links Board of Directors greatly appreciates your assistance and that of the Area Planning Council in supporting our efforts to provide expanded transportation options for those citizens of Lake County who are unable to utilize other mobility options.

Sincerely,

Paul S Branson

Paul S. Branson
Board Secretary and Interim CEO



LAKE COUNTY/CITY AREA PLANNING COUNCIL

STAFF REPORT

TITLE: Final 2022/23 Overall Work Program (OWP)

DATE PREPARED: May 24, 2022

MEETING DATE: June 1, 2022

SUBMITTED BY: Alexis Pedrotti, Project Manager

BACKGROUND:

Included in the Lake Area Planning Council (APC) board packet you will find the proposed Final 2022/23 Overall Work Program (OWP). The Draft Overall Work Program was presented at the APC Board of Directors Meeting on May 11, 2022.

As previously mentioned, members of the Lake Technical Advisory Committee (TAC) began discussing potential projects to include in the OWP during their meeting in January. Based on the TAC's input, the 2022/23 Draft OWP was developed and submitted to Caltrans for review in March. Minor edits were made to the draft document based on comments received from Caltrans staff. The Lake TAC reviewed the most recent version of the 2022/23 Overall Work Program at their May meeting and recommend approval by the Lake APC Board of Directors.

Once the Final 2022/23 Work Program is adopted by the APC, it will be forwarded to the Caltrans District office for approval. As in the past, an amendment to the Final OWP will be completed within the next few months to include actual carryover amounts from projects that were not finalized in the 2021/22 Overall Work Program.

Hard copies of the Final OWP will be available to Lake APC Board Members upon request. The OWP can also be located on the APC Website, by visiting www.lakeapc.org.

ACTION REQUIRED: Adopt proposed Final 2022/23 Transportation Planning Work Program as recommended by the Lake TAC, and authorize the Executive Director to execute necessary documents, certifications, and assurances on behalf of the Lake Area Planning Council.

ALTERNATIVES: Revise work elements in the 2022/23 Work Program or refer to Lake TAC for changes – not recommended.

RECOMMENDATION: Adopt Final 2022/23 Work Program and authorize Executive Director to sign necessary certifications/agreements, and forward to Caltrans.



LAKE COUNTY/CITY AREA PLANNING COUNCIL STAFF REPORT

TITLE: Innovative Concepts Project Review and Ranking

DATE PREPARED: 5/24/22

MEETING DATE: 6/1/22

SUBMITTED BY: John Speka, Senior Transportation Planner

BACKGROUND: Last summer, Caltrans solicited “innovative concept proposals” in preparation for potential federal funding proposed in the Biden Administration’s American Jobs Plan. The call specifically requested concepts that aligned with statewide priorities noted in the California Transportation Plan (CTP) 2050, Climate Action Plan for Transportation Infrastructure (CAPTI), and Caltrans Strategic Plan (SP). Lake APC submitted a total of four concepts, which were each considered to be “aligned” per Caltrans’ evaluation. A brief outline of that process is as follows:

A total of 320 proposals were received statewide, 230 were determined to be “aligned” with the criteria, but only eight have what HQ is looking for and do not need further refinement. Each concept went through a multi-division review process, with the first step determining if concepts would add:

- GHG? If yes, are there substantial offsets to proposed GHG increase that would negate the increase?
- VMT?
- Lane Miles?
- Was the concept aligned with CAPTI?

If the answer to any the first three questions was “yes,” or if the answer to the CAPTI alignment question was “no,” proposals were marked “not aligned”.

The four projects (in no particular order) submitted at that time were:

1. Bridge Arbor Bikeway Project consisting of a 3.4-mile system of Class I and Class III bikeways between Upper Lake and North Lakeport.
2. Pilot project (study and implementation) for a Lake Transit Authority run ferry service across Clear Lake.
3. The installation of DC fast chargers and procurement of electric buses for Lake Transit Authority to allow for zero-emission transit on most routes within the system.
4. Development of a new transit center within the City of Lakeport.

In mid-March, Caltrans had asked for Lake APC to rank the noted projects by priority. At the May 26 TAC meeting, committee members recommended prioritizing as follows: 1.) Bridge Arbor Bikeway Project, 3.) Installation of DC Fast Chargers for Electric Buses, 4.) Development of a Lakeport Transit Hub, and 2.) Pilot Project for an LTA Ferry Service across Clear Lake.

Ultimately HQ will be looking for refined scopes of work (concept summary, goal, need addressed, resources required), clarification of the type of proposal (concept, plan, project or research), and clarification of the general timeline of the proposal (short, medium, or long-term). It has also been noted that projects on the state highway system would be given the highest priority and those ready to move forward quickly would also rank higher.

At this meeting staff is requesting that the Board provide guidance in prioritizing the projects, based on factors such as the TAC’s recommendation, level of readiness and/or potential need for refinement.

ACTION REQUIRED: Board review and recommended ranking of aligned projects.

ALTERNATIVES: None

RECOMMENDATION: Board review and recommended ranking of aligned projects.

From: Smartsheet Forms <forms@app.smartsheet.com> on behalf of Smartsheet Forms
Sent: Friday, July 23, 2021 2:32 PM
To: ldaveybates@dbcteam.net
Subject: Confirmation - Innovative Concepts Proposal



Thank you for submitting your Innovative Concepts proposal. A copy of your completed proposal has been included below for your records.

For questions, comments, and or concerns please contact:
Ryan.Carrillo-Kovach@dot.ca.gov

Innovative Concepts Proposal

Submission Date	07/23/2021
First Name	Lisa
Last Name	Davey-Bates
Contact Email	ldaveybates@dbcteam.net
Agency Type	Partner
Partner Agency	Lake Area Planning Council
Innovative Concept Solution	<p>The Bridge Arbor Bikeway is a project that will transform Lake County, as it will provide a safe and pleasurable route for commuters wishing to leave their car at home and hop on a bike to commute to and from work. It will also provide a facility for recreational purposes for those that enjoy being outdoors. There are currently no facilities like this in Lake County. There is a growing interest in bicycling and walking for commuting, for recreation, and for other trip purposes. Currently this activity occurs on highspeed roadways, such as State Route 29 and State Route 20. Both safety and efficiency can be impaired because of the mixture of motorized and non-motorized modes of travel. Construction of bikeways or pedestrian walkways can promote safety, active lifestyles, and recreational opportunities while enhancing capacity.</p> <p>This project consists of the development and construction of both Class 1 and Class 3 bikeways between the Nice-Lucerne Cutoff at Westlake Drive and extends to the Bridge Arbor North/State Route 20 intersection at the Town of Upper Lake. The total project length is approximately 3.4 miles.</p> <p>At the southerly end of the project (Segment 1), two existing County Maintained Roads (Westlake Drive, Bridge Arbor Road) will require only</p>

minor improvements such as “Bike Route” and/or “Share the Road” sign installations. Minor shoulder improvements and new pavement markings may also be included in this segment.

Segment 2 begins at Bridge 14C-19 (Closed due to structural deficiencies) and extends north along Bridge Arbor Road approximately .34 miles. This segment is currently paved with asphalt, but was closed to vehicular traffic because of vandalism and illegal dumping at the Bridge Arbor Fishing Access Area.

Segment 3 will provide for the construction of a pre-engineered pedestrian and bicycle bridge spanning Middle Creek approximately 300-feet south of the confluence of Scotts Creek and Middle Creek. The Railspan bridge will likely be constructed in four segments and connect Bridge Arbor Road with an existing levee parallel to Middle Creek. All of the piers supporting the bridge will be constructed beyond the limits of the existing creek channel.

Segment 4 will include construction of the bikeway along the creek side of the existing levee between the pedestrian/bicycle bridge and Bridge Arbor North, a distance of approximately .72 miles. This segment will be improved to a Class I bikeway standard with an asphalt or chip seal surface. Fencing along the toe of the levee will be required to restrict access to the top of the levee.

Segment 5 is an existing paved County Maintained road (Bridge Arbor North) and extends from the existing levee to State Route 20 directly across from Main Street, Upper Lake. Improvements to this segment will be minimal and will include “Share the Road” and/or “Bike Route” signs to designate this segment as a Class III bike route.

**Innovative
Concept
Summary**

This project would create the mode shift that will help improve quality of life in the disadvantaged communities of Lake County. This bicycle and pedestrian path would create an additional method for system users to commute to the county seat of Lakeport. There are few pedestrian or active transportation projects in Lake County because large swaths of land throughout the county are privately owned and cities and towns in Lake County are spread apart. The rural nature of the county means that most citizens use private motorized vehicles or transit to move about. This path would provide a mode shift which would decrease vehicular traffic on Highways 20 and 29 and provide a safe path for bicyclists and pedestrians. Lake County is already a great place for bicycles, as evidenced by the popular “pedal around the puddle” event, where participation seems to grow each year. Its physical beauty, relatively mild climate and abundance of wildlife, makes Lake County ideal for bicycle transportation. This project will attract both residents and visitors to live, work and play.

Links

**Excluding
costs, are
there
potential
known**

No

**barriers to
your concepts
delivery?**

**Concept Scope
Criteria** Deliverable Project

**Process in
place** No

**Concept
Theme** Mode Shift

From: Smartsheet Forms <forms@app.smartsheet.com> on behalf of Smartsheet Forms
Sent: Friday, July 23, 2021 1:47 PM
To: ldaveybates@dbcteam.net
Subject: Confirmation - Innovative Concepts Proposal



Thank you for submitting your Innovative Concepts proposal. A copy of your completed proposal has been included below for your records.

For questions, comments, and or concerns please contact:
Ryan.Carrillo-Kovach@dot.ca.gov

Innovative Concepts Proposal

Submission Date 07/23/2021
First Name Lisa
Last Name Davey-Bates
Contact Email ldaveybates@dbcteam.net
Agency Type Partner
Partner Agency Lake Transit Authority

Innovative Concept Solution In collaboration with its transportation partners, the Lake Transit Authority proposes to establish a waterborne transportation service on Clear Lake, in Lake County, California. Clear Lake is the largest natural freshwater lake within the state, with 68 square miles of surface area. It is the oldest lake in North America and is 19 by 8 miles at its widest point. The lake presents transportation challenges because of its size and geographical location. That said, Clear Lake is a wonderful resource to Lake County and could provide a new mode of transportation that would be beneficial for commuters, and recreational purposes.

Clear Lake has been identified as an impaired water body under the Clean Water Act, indicating that it does not comply with applicable water quality standards. As such, taking measures to reduce the number of pollutants flowing into the lake by reducing the amount of vehicular traffic on the road network would be beneficial to the lake's health and vitality.

Demographically, Lake County has some of the lowest income levels in the State, and highest percentages of elderly and disabled populations. Many residents are dependent upon public transit, and often times do not own a vehicle. The majority of the County's population reside along the shoreline.

Clearlake and Lakeport are the two population centers, and account for approximately 32% of the total population.

For decades, the County has been considering opportunities for utilizing waterborne transportation in Lake County. In 1986, a study was conducted to determine the feasibility of implementing a ferry system on Clear Lake which would reduce demand on the state highway system and complement intercity transit service.

Lake Transit Authority operates intercity bus route service from Clearlake to Lakeport Monday – Saturday, from approximately 6:00am to 9:30pm. Dial-A-Ride service is also available in both cities during the same days and hours as the local bus routes. These services would often serve as last-mile transportation options that would meld nicely with the new ferry service.

State Route 20 is a 23-mile long segment along the north shore of Clear Lake and was designated a Pedestrian Safety Corridor in 2007 through a collaborative effort between Caltrans, CHP, and local business and restaurants. The proposed waterborne transportation service would provide mode-shift opportunities, thereby reducing vehicular traffic along the north shore of Lake County, providing a safer corridor for pedestrian and bicycle use.

Further preliminary planning would be conducted to investigate environmental concerns, vessel options and operational factors such as ferry service areas, hours of operation, revenue projections and costs of service.

This innovative and new waterborne transportation option would provide a long-term transportation solution that is aligned with California’s goal of providing a safe, resilient, and universally accessible transportation system that supports vibrant communities, advances racial and economic justice, and improves public and environmental health.

**Innovative
Concept
Summary**

Lake Transit Authority proposes to implement a new ferry service to improve the quality of life for users of the transportation system in Lake County. Clear Lake is a natural resource that could improve system management, create the opportunity for mode shift to improve access to destinations, improve transportation options within disadvantaged communities, and protect and enhance Lake County’s historic and natural resources.

Links

**Excluding
costs, are
there
potential
known
barriers to
your concepts
delivery?**

No

Concept Scope Criteria	Pilot Project
Process in place	Not Applicable
Concept Theme	System Management

From: Smartsheet Forms <forms@app.smartsheet.com> on behalf of Smartsheet Forms
Sent: Friday, July 23, 2021 4:56 PM
To: ldaveybates@dbcteam.net
Subject: Confirmation - Innovative Concepts Proposal



Thank you for submitting your Innovative Concepts proposal. A copy of your completed proposal has been included below for your records.

For questions, comments, and or concerns please contact:
Ryan.Carrillo-Kovach@dot.ca.gov

Innovative Concepts Proposal

Submission Date 07/23/2021
First Name Lisa
Last Name Davey-Bates
Contact Email ldaveybates@dbcteam.net
Agency Type Partner
Partner Agency Lake Transit Authority

Innovative Concept Solution In coordination with their transportation partners, Lake Transit Authority (LTA) proposes to install DC Fast Chargers at their operations and maintenance facility in Lower Lake and at the corporate yard of one of their partners in the City of Lakeport, in which both locations are in economically disadvantaged areas of rural Lake County. As part of the project, LTA will procure electric buses to replace fossil-fuel powered buses currently used on local and most intercity routes. The addition of fast chargers to the corporate yard will also help that agency electrify their fleet.

This project will complement LTA’s new transit center in Clearlake and help LTA achieve the goal of being a clean, carbon neutral transit system. The addition of electric buses and charging infrastructure will allow LTA to deploy zero-emission buses (ZEBs) on local routes in Clearlake and Lakeport as well as the intercity routes between the two cities. Through the deployment of zero-emission technologies, LTA will provide the following benefits across the Lake County region:

- Reduce GHG emissions in transit-dependent and disadvantaged communities
- Save energy and reduce dependency on fossil fuels

- Help expand the zero-emission vehicle industry to bring new jobs to the local communities
- Provide additional societal benefits by encouraging improved mobility and connectivity with zero-emission transportation modes and reduced growth in vehicle miles traveled (VMT)

This project is also consistent with the following:

- CalSTA priorities EOs N-19-19 and N-79-20
- Innovative Clean Transit (ICT) regulations
- Caltrans Strategic Plan
 - Enhance and connect the multimodal transportation network
 - Advance equity and livability in all communities
- Caltrans priorities
 - Modality
 - Efficiencies
 - Partnerships/Stakeholder Engagement
- Transit and Overarching Goals and Policies of the Regional Transportation Plan for Lake County

Innovative Concept Summary

The installation of DC fast chargers and procurement of electric buses will enable Lake Transit Authority to deploy zero-emission buses on most routes within the transit system; helping LTA achieve the goal of being a clean, carbon neutral transit system. This project will also reduce GHG emissions in transit-dependent and disadvantaged communities, reduce LTA's dependency on fossil fuels, help increase the workforce, and encourage improved mobility and connectivity with zero-emission transportation modes and reduced VMT.

Links

Excluding costs, are there potential known barriers to your concepts delivery?

No

Concept Scope Criteria

Deliverable Project

Process in place

Yes

Concept Theme

System Management

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Ryan.Carrillo-Kovach@dot.ca.gov

Innovative Concepts Proposal

Submission Date 07/23/2021

First Name Lisa

Last Name Davey-Bates

Contact Email ldaveybates@dbcteam.net

Agency Type Partner

Partner Agency Lake Transit Authority

Innovative Concept Solution Lake Transit Authority (LTA) proposes to design and construct a new transit center within the City of Lakeport, an economically disadvantaged region of rural Lake County. As part of the project, bicycle and pedestrian facilities in the surrounding area will be constructed; thus, removing barriers and improving multi-modal access for users of all modes.

Currently, the primary transfer site for several routes in Lakeport is located along the City's main thoroughfare, creating congestion, safety hazards, and delays with boarding and alighting schedules. This existing transfer point is responsible for several barriers and inefficiencies affecting future ridership growth, the general image of the system, and the overall effectiveness of transit operations in the region.

The new facility will alleviate the above noted problems, reducing delays and associated idling times, while making it a safer and more attractive location overall. Included as part of the project are several components focused on greenhouse gas (GHG) reduction. The new transit center will include solar panels on south-facing pitched rooftops, electric vehicle chargers, and bike lockers. The multi-modal improvements surrounding the new transit center will increase access to public transit and improve the

City's active transportation network.

This project will complement LTA's new transit center in Clearlake and the addition of electric vehicle chargers will allow LTA to deploy zero-emissions buses (ZEBs) on the local route in Lakeport as well as the intercity routes between Clearlake and Lakeport.

The project will begin with a feasibility study to determine the best location for the new transit facility and multi-modal improvements. Once the preferred location is identified, LTA will purchase the property and begin the environmental process. Once the appropriate environmental work is complete, LTA will design and construct the transit facility and associated multi-modal improvements.

This project is consistent with the following:

- CalSTA priorities – EOs N-19-19 and N-79-20
- Caltrans Strategic Plan
 - Enhance and connect the multimodal transportation network
 - Advance equity and livability in all communities
- Caltrans priorities
 - Modality
 - Efficiencies
 - Safety
- Transit and Active Transportation Goals and Policies of the Regional Transportation Plan for Lake County

**Innovative
Concept
Summary**

This project will create a safer, more efficient system within the City of Lakeport and beyond. It will increase access to destinations, optimize system performance, help eliminate transportation burdens for low-income communities, improve air quality, and expand access to health transportation options.

Links

Excluding costs, are there potential known barriers to your concepts delivery?

No

Concept Scope Criteria

Deliverable Project

Process in place

Yes

Concept Theme

System Management



LAKE COUNTY/CITY AREA PLANNING COUNCIL

STAFF REPORT

TITLE: Grant Updates

DATE PREPARED: May 24, 2022

MEETING DATE: June 1, 2022

SUBMITTED BY: John Speka, Senior Transportation Planner

BACKGROUND: Below is a summary of current or potential grant projects staff will be monitoring in the coming months.

Transit Development Plan (TDP) Update- Surveys are currently being conducted by the consultants on individual routes to gather data on passenger habits and preferences. They are expected to be completed by Memorial Day weekend.

Lake 29 Improvement Project- As discussed at last month's meeting, APC staff has been working with District 1 staff to find appropriate funding opportunities for Segments 2A and 2B of the Lake 29 Improvement Project. Several federal or State programs have been discussed including the following:

Multimodal Project Discretionary Grant- As part of the bipartisan infrastructure bill passed by Congress last year, the Multimodal Project Discretionary Grant (MPDG) program included three grant opportunities. The Rural Surface Transportation Grant (Rural) was one of the three providing \$300 million nationwide. Lake APC and D1 staff considered the possibility of seeking right-of-way (ROW) funding for segments 2A and 2B, which would cost approximately \$60 million of that amount. The main obstacle however was the statutory requirement for construction to begin within 18 months of the funding obligation. Because the ROW process is expected to need over two years to complete, this potential source was deemed infeasible.

Another option under the MPDG available for larger projects (known as Mega) was also considered which would not be held to the 18-month obligation requirement. However, that particular program would instead require a 40% match, far exceeding any amount Lake APC could provide on its own, nor would it be realistic for Caltrans to consider providing within the current window of the grant program.

Trade Corridor Enhancement Program- The Trade Corridor Enhancement Program (TCEP) is a State funded source that was initiated as part of SB1 in 2017. Lake APC and D1 staff are looking to it as another possibility for ROW funding of 2A and 2B. Caltrans HQ will need to nominate the Lake 29 project as a high enough priority to be considered for this program. Nominations will be determined later in the summer, with applications expected to be due in the fall.

Active Transportation Program (ATP) Cycle 6- Lake APC is currently assisting the City of Lakeport with an ATP grant for Safe Routes to School sidewalk improvements along Lakeshore Boulevard, including portions of Twentieth Street and Lange Street. When combined with an ATP-funded project from 2016 (Hartley Street Safe Routes to School Project), the proposed project would further complete a continuous circuit of sidewalks and walking passages between the Lakeport school campuses and surrounding residential neighborhoods. Improvements will include the infill of outstanding gaps within various areas of the existing network, and the provision of crosswalks at key intersections between the school campus complex and surrounding regions. On top of its utility as a school route, the project will enhance the pedestrian experience along Lakeport's main waterfront route on Lakeshore Boulevard, improve "first and last mile" access to Lake Transit services, and provide connections to nearby retail, dining, commercial destinations, and other services.

Soda Bay Road Corridor Fire Evacuation Plan- Last winter, Lake APC staff assisted the County of Lake Public Works Department with a grant application for a Soda Bay Road Corridor Fire Evacuation Plan. Earlier this week, the County notified APC that the request was approved for \$380,000 through the State Fire Safe Council's Evacuation Routes Grant program. Public Works will be administering the grant with funding becoming available once several preliminary conditions have been met.

ACTION REQUIRED: None, informational only

ALTERNATIVES: None

RECOMMENDATION: None, informational only



LAKE COUNTY/CITY AREA PLANNING COUNCIL STAFF REPORT

TITLE: Pavement Management Program Update and
GIS Linkage Update

DATE PREPARED: 5/25/2022
MEETING DATE: 6/01/2022

SUBMITTED BY: Danielle Casey, Project Coordinator

UPDATE:

The Pavement Management Program (PMP) Update is underway by consultant Nichols Consulting Engineers (NCE). The project kick-off meeting took place on March 24, 2022 and was attended by staff from Lake APC, the County of Lake, the City of Clearlake, the City of Lakeport, and NCE.

NCE has received shapefiles and documents from the agencies that have them available and the files have been updated by NCE Staff. NCE is working on field data collection. Semi-automated surveys on arterials and collectors began the week of May 9, 2022 and walking surveys on residential areas began the week of May 16, 2022. All field work is expected to be completed by the end of June.

Final reports will be prepared for the county, and each city. Draft reports are expected for review by the agencies in August 2022.

ACTION REQUIRED: For information and discussion purposes only.

ALTERNATIVES: None

RECOMMENDATION: None



LAKE COUNTY/CITY AREA PLANNING COUNCIL

Lisa Davey-Bates, Executive Director
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TECHNICAL ADVISORY COMMITTEE MEETING Draft Meeting Minutes

Thursday, February 17, 2022
9 a.m.

Meeting held via Zoom

Present

James Sookne, Lake Transit Authority
Ron Ladd, City of Lakeport
Scott DeLeon, County of Lake
Dale Goodman, City of Clearlake
Destiny Preston, Caltrans District 1
Michael McGinnis, County of Lake (Community Development)

Absent

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

Also Present

Lisa Davey-Bates, Lake Area Planning Council
Nephele Barrett, Lake Area Planning Council
Danielle Casey, Lake Area Planning Council
Alexis Pedrotti, Lake Area Planning Council
John Speka, Lake Area Planning Council
Jesus Rodriguez-Garcia, Lake Area Planning Council
Jody Lowblad, Lake Area Planning Council
Olivia Grupp, City of Lakeport
Tatiana Ahlstrand, Caltrans District 1
Kyle Finger, Caltrans District 1
Mike Khammash, Caltrans District 1

- 1. Call to order**
The meeting was called to order at 9:02 a.m.
- 2. Approval of January 20, 2022 Minutes**
Motion by Scott, seconded by James, and carried unanimously to approve the January 20, 2022, minutes as written.
- 3. Review and Discussion of FY 2022/23 Overall Work Program (OWP) Planning Project Applications and Proposed Funding Allocation**

Lexi reminded the TAC that they had gone through applications received by the local agencies last month, as well as the available funding, and that today was originally intended to go over a final draft for recommendation before it was sent to Caltrans District 1 for review. However, because the agenda had not noted this correctly, a recommendation could not be officially made at today's meeting. Instead, the OWP could only be discussed and commented on by the TAC before it is sent to Caltrans on March 1.

Lexi discussed work elements proposed in the draft and which will likely be carried over from this year's work program, including the Interregional VMT Study, Pavement Management Plan (PMP), and the Transit Development Plan Update. Several of the elements are included annually, such as Regional Planning and Intergovernmental Coordination (WE 600), Federal and State Grant Preparation, Monitoring and Assistance (WE 605), Planning, Programming and Monitoring (WE 608), and Active Transportation (WE 610), among others. Each of the elements were broken down by agency with each receiving a portion of the available funds, based on requests made in previously made to APC staff earlier in the year. Also included is APC staff time for many of the elements. In all, the OWP includes \$430,781 worth of new funding (not including the expected carryover funds).

4. Announcements and Reports

a. Lake APC

i. Rural Regional Energy Network (REN)

Lisa discussed how Lake APC first discussed the possibility in November of becoming a partner with MCOG in a rural REN. The Redwood Coast Energy Authority, which had already been working on the business plan, invited MCOG and APC to become a part of its existing effort.

The REN would provide a total of seven energy efficiency programs to the region. These include programs such as increasing awareness in the region, rebates for use of GHG reducing technology, business incentives to reduce energy consumption, technical assistance to public agencies, workforce development, code enforcement assistance, and short term loans for energy efficiency projects.

The proposal to join was endorsed by the APC Executive Committee, and the full Board officially adopted the proposal at its February 9 meeting.

ii. Update on Planning Grants

John Speka reported on the Transit Development Plan Update project that was funded by Caltrans' Sustainable Transportation Planning Grant program. In response to an RFP released by the APC, a single proposal was received by LSC Transportation Consulting. A selection committee convened to rate the proposal and determined that it was acceptable. Pending approval through Caltrans to proceed as a Sole Source procurement, the project can begin with LSC.

Secondly, staff was working with LTA to apply for a Federal Transit Administration (FTA) 5310 grant to continue or expand funding in- and out-of-county non-emergency medical transportation services for the region. Another possible project would be working with Caltrans District 1 to apply for a Trade Corridor Enhancement Program (TCEP) grant to fund right-of-way acquisition for section 2B of the Lake 29 Improvement project (approximately \$31 million). Applications

would be due sometime in November. Caltrans District 1 would be the applicant, which would depend on Caltrans HQ willingness to support the request. It is currently going through a nomination process to make that determination.

John asked Ron or Olivia with Lakeport for any follow up to the Federal Land Access Program (FLAP) grant that was submitted last fall. Olivia understood that awards were to have been announced in December, although she was unaware as to its status to date. John noted that he would look up any contacts he had with the program to check.

iii. Update on the RTP/ATP

John reported that the RTP/ATP was adopted by the Board the previous week. Along with that was the adoption of the California Environmental Quality Act (CEQA) document (Negative Declaration). After the adoption, a second comment letter was received via email from the Center for Biological Diversity requesting that an Environmental Impact Report (EIR) be prepared to provide further analysis on the Plan's potential impacts to wildlife habitat. Despite the request, the Board's adoption stood and a Notice of Determination (NOD) was filed with the County Clerk. The Center had 30 days from the filing date to challenge the process through CEQA.

vi. SR 53 Corridor Local Circulation Plan

Danielle discussed the plan stating that a draft of the Plan was received by the consultant (TJKM) at the beginning of January. The City of Clearlake and Caltrans have both provided comments. Revisions based on the comments are to be added and a final draft is expected before the Board soon.

v. Pavement Management Program (PMP)

Danielle reported that a contract with NCE had been prepared and needed signatures, but that a Technical Advisory Group (TAG) was being formed in anticipation of the project getting underway.

vi. Miscellaneous- None

b. Lake Transit Authority

i. Transit Hub Update

James reported that environmental work was still in progress and that there was little else to report at this time.

ii. Current Transit Projects

James provided an update on LTA services, noting that they were hoping to restore most services soon, Monday through Friday (with the exception of Route 1 on the northshore). Full service was expected by early summer, depending on available staffing levels at that time.

iii. Miscellaneous- James mentioned that a transit symposium was being planned with hydrogen and electric buses for June 16-17 to be hosted by LTA.

Lisa added that Paratransit Services staff had been doing a good job on keeping the service going through the pandemic with short staffing and related scheduling challenges.

James noted that the Federal Transit Administration (FTA) Section 5310 grant applications were being worked on with APC staff to allow LTA to continue funding non-emergency medical transportation (NEMT) services in the region. The deadline was in two weeks.

c. Caltrans

i. Lake County Projects Update

Destiny reported on the Lake and Mendocino transportation demand model project. Currently it was being updated with recent census data and that recalibration and interface testing would take a few months before the project could be completed. She would provide updates once it neared that point.

Tasha noted that a project status report did not make it into the TAC packet, but that it could be sent separately.

Scott asked if any updates could include construction costs of the Lake 29 project to date. He had asked last month when Jeff provided a project update, but Jeff was unable to make today's meeting to report further.

Mike Khammash discussed the status of Caltrans projects in the County, including a Blue Lakes safety project improving a curve that would start construction in July, and a channelization project on Kelsey Creek, about the same time.

ii. Miscellaneous- None

d. Regional Housing Update

John reported on the Regional Early Action Planning (REAP) program. He summarized the program noting that each of the jurisdictions had a listed of projects intended to facilitate housing production that were included in the approved application through the State Housing and Community Development (HCD) Department. John was to follow up with representatives from the planning agencies to see where those projects stood.

There is also a new REAP program (known as REAP 2.0), that is intended mainly for MPOs. There is however a portion of funds that will be available for additional housing facilitation projects for rural regions to apply for on a competitive basis. John would report back the further he learns on that.

e. Local Agency Updates

Ron discussed that the City of Lakeport would be taking the Local Roads Safety Plan (LRSP) to the City Council for adoption at its March 1 meeting.

Scott mentioned that a contract was in place for Headway Consulting to prepare the County's LRSP. Also that the Middletown Multi-use path was going out to bid in the next few weeks.

Finally, the County had hired a consultant (NCE) to prepare a five-year pavement rehabilitation plan. The goal was to raise the entire county road network to a Pavement Condition Index (PCI) to 70, depending on how much funding would be available over time. The current average PCI is 37.

Nephele asked how the County pavement management project would mesh with the update that was beginning soon through APC, with the same firm, NCE. Scott said he believed his project was separate and stand alone. He was meeting with NCE staff next week to learn more of the specifics, and APC staff was welcome to sit in to make sure that none of these efforts were being duplicated. Nephele wanted to ensure that money wasn't being wasted by either the County or APC if both projects were doing the same thing.

5. **Information Packet** - none
6. **Public input on any item under the jurisdiction of this agency, but which is not otherwise on the above agenda** - None
7. **Next Proposed Meeting** – March 24, 2022
8. **Adjourn Meeting** - Meeting adjourned at 9:55 a.m.

Respectfully Submitted,

John Speka
Lake APC Planning