



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

TECHNICAL ADVISORY COMMITTEE (TAC) MEETING

AGENDA

Thursday, February 20, 2025 at 9:00 a.m.

Primary Location:

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

Teleconference Locations:

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

General Public Teleconference:

Zoom videoconference link is provided by request. Please send comments to our Senior Transportation Planner, John Speka, at spekaj@dow-associates.com and note the agenda item number being addressed. Oral comments will also be accepted by telephone or video during the meeting when public comment is invited.

Dial-in number: 1 (669) 900-6833 / Meeting ID: 817 5691 6233 # Password: 010471

****Zoom link provided to members in distribution email and to public by request***

1. Call to order
2. Approval of January 16, 2025 Minutes
3. Discussion and recommended approval of FY 2025/26 Draft Overall Work Program (OWP) (*Pedrotti*)
4. 2% Bike and Pedestrian Fund Project Update (*Local Agencies*)
5. Announcements and Reports
 - a. Lake APC
 - i. Update on Planning Grants (*Speka*)
 - ii. Regional Transportation Plan / Active Transportation Plan Update (*Speka*)
 - iii. Miscellaneous
 - b. Lake Transit Authority
 - i. Transit Hub Update (*Sookne/Davey-Bates*)
 - ii. Current Transit Projects (*Sookne/Davey-Bates*)
 - iii. Miscellaneous
 - c. Caltrans
 - i. Lake County Projects Update
 - ii. Miscellaneous
 - d. Regional Housing Update
 - e. Local Agency Updates

5. Public input on any item under the jurisdiction of this agency, but which is not otherwise on the above agenda
6. Next Proposed Meeting – **March 27, 2025**
7. Adjourn meeting

Public Expression - The TAC welcomes participation in TAC meetings. Comments will be limited for items not on the agenda to three minutes per person, and not more than 10 minutes per subject, so that everyone may be heard. This time is limited to matters under TAC jurisdiction which have not already been considered by the TAC.

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 APC office at 707-263-7799 at least 72 hours prior to the meeting.

Posted: February 13, 2025

List of Attachments:

Agenda Item #2 – 01/16/25 Draft Lake TAC Minutes

Agenda Item #3 – FY 2025-26 OWP Staff Report

Agenda Item #4 – 2% Bike and Pedestrian Staff report



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TECHNICAL ADVISORY COMMITTEE MEETING Meeting Minutes

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

Primary Location:

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

Teleconference Locations:

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

Present

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

Absent

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

Also Present

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

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

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

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

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

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

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

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

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

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

6. Announcements and Reports

a. Lake APC

i. Update on Planning Grants

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

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

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

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

ii. Miscellaneous- None

b. Lake Transit Authority

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

ii. Current Transit Projects – None

iii. Miscellaneous- None

c. Caltrans

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

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

ii. Miscellaneous- None

d. Regional Housing Update- John mentioned that Regional Housing Needs Assessments (RHNA) figures will also be coming this year from the State which will affect regional housing elements.

e. Local Agency Updates

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

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

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

7. **Public input on any item under the jurisdiction of this agency, but which is not otherwise on the above agenda-** None
8. **Next Proposed Meeting** – February 20, 2025
9. **Adjourn Meeting** – Meeting adjourned at 9:52 am.

Respectfully Submitted,

John Speka
Lake Area Planning Council



LAKE COUNTY/CITY AREA PLANNING COUNCIL TAC STAFF REPORT

TITLE: Draft 2025/26 Overall Work Program

DATE PREPARED: 2/14/25

MEETING DATE: 2/20/25

SUBMITTED BY: Alexis Pedrotti, Project Manager

BACKGROUND:

As you know, preliminary discussion of the FY 2025/26 Draft Overall Work Program (OWP) began at last month's TAC meeting, with a review of proposed work elements and anticipated funding needs. Typically, in the first week of December, Lake APC releases the call for planning projects for the upcoming Overall Work Program. At that time, after evaluating the estimated funding available for FY 2025/26 and considering APC's current obligations in the coming year, it was determined there was not enough funding available for a competitive application process.

Following the January TAC Meeting, Lake APC was pleased to learn that the State of California has agreed to boost the Rural Planning Assistance (RPA) annual allocation to the RTPA's. This increase will add \$110,500 in RPA funding to the OWP, which was not factored into planning at the last TAC Meeting.

At the close of the January TAC Meeting, the consensus was to allocate any available funds to support the Pavement Management Program Update, slated for FY 2026/27. However, with newly available funding, staff would like to re-examine the Overall Work Program to explore further options for utilizing these funds. It is important to note that Rural Planning Assistance (RPA) funds have restrictive eligibility requirements and expenditure deadlines. Although having additional funding is beneficial, it's crucial to keep these requirements in mind.

Current commitments to the OWP include the professional services contract with Dow and Associates for Lake APC planning staff. The planning contract remains estimated for the upcoming FY 2025/26 Overall Work Program (OWP) draft. The estimated budget includes the previously approved planning staff budget, with an estimated 4% increase (\$378,254), which will be adjusted once the final CPI figures are available. Additionally, there is a pending Caltrans grant application (Work Element 618 – Lake County Tribal Needs and Engineered Feasibility Study) that would increase planning staff funding needs by an additional \$8,852 and the consultant budget by \$216,148 if awarded. These funds are programmed above the contracted amount in the event the grant is not awarded.

Additionally, a few projects have been identified and are expected to be carried over into the upcoming FY 2025/26 Overall Work Program. These projects include the Lake County Zero Emission Vehicle Infrastructure Plan and the Lake County Wildfire Evacuation Plan. Currently, there is only a placeholder for these projects, staff will have more accurate carryover amounts available for the Final.

The proposed draft Overall Work Program (OWP) for FY 2025/26 financial sheets have been attached for your review. The complete draft OWP will be forwarded separately once further clarification from the TAC has been provided. Following TAC review and direction, I will finalize the FY 2025/26 Draft OWP for submission to Caltrans by the February 28th due date. Caltrans will review the Draft and provide comments. Any carryover projects and necessary adjustments will be added, and the Final Work Program will be presented for TAC review and recommendation in April. Lake APC approval will not be required until the Final Work Program is considered in May.

ACTION REQUIRED: TAC review and recommendation on FY 2025/26 Draft Overall Work Program.

ALTERNATIVES: The TAC may choose to not make a recommendation, in which case Lake APC staff would prepare the Draft Work Program for review by Caltrans.

RECOMMENDATION: Approve Draft FY 2025/26 Overall Work Program, for submittal to Caltrans by February 28, 2025.

/ajp

*Attachments: FY 2025/26 Draft OWP – Summary of Funding Sources by Work Element
FY 2025/26 Draft OWP – Summary of Funding Sources by Claimant*

**LAKE COUNTY WORK PROGRAM
SUMMARY OF FUNDING SOURCES BY WORK ELEMENT**

WE	Title	State RPA	State RPA C/O	State PPM	Local LTF	Other	Total Costs
600	Regional Planning & Intergovernmental Coordination	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ 125,000
601	TDA Activities & Coordination	\$ -	\$ -	\$ 12,500	\$ 40,000	\$ -	\$ 52,500
602	Transit Planning	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
603	Lake Co. Zero Emission Vehicle Infrastructure Plan <i>(Carryover)</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
604	Lake County Project Reserve Funds	\$ 93,000	\$ -	\$ 40,746	\$ 16,691	\$ -	\$ 150,437
605	Federal & State Grant Prep., Monitoring & Assistance	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 45,000
607	Special Studies	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
608	Planning, Programming, & Monitoring	\$ 35,000	\$ -	\$ 27,254	\$ -	\$ -	\$ 62,254
609	Sustainable Transportation Planning	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ 8,000
610	Active Transportation	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
611	Pavement Management Program Update	\$ 8,500	\$ -	\$ -	\$ -	\$ -	\$ 8,500
612	Technology Support Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
613	Transportation Information Outreach & Public Participation	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000
614	Infra Cost & Bus Perfor. Analysis of Electric & Hydro Buses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
615	Lake County Wildfire Evacuation & Preparedness Plan <i>(Carryover)</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
616	Training	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ 5,000
617	Regional/Active Transportation Plan Update <i>(Carryover)</i>	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 35,000
618	<i>L.C Tribal Transp. Needs and Engineered Feasibility Study (PEND)</i>	\$ -	\$ -	\$ -	\$ 25,809	\$ 199,191	\$ 225,000
	Totals	\$ 404,500	\$ -	\$ 80,500	\$ 87,500	\$ 199,191	\$ 771,691

**LAKE COUNTY WORK PROGRAM
SUMMARY OF EXPENDITURES BY CLAIMANT**

WE	Title	Lake DPW	Lakeport	Clearlake	APC Staff Consultant	Other	Total Costs
600	Regional Planning & Intergovernmental Coordination	\$ -	\$ -	\$ -	\$ 123,000	\$ 2,000	\$ 125,000
601	TDA Activities & Coordination	\$ -	\$ -	\$ -	\$ 50,000	\$ 2,500	\$ 52,500
602	Transit Planning	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ 10,000
603	Lake Co. Zero Emission Vehicle Infrastructure Plan <i>(Carryover)</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
604	Lake County Project Reserve Funds	\$ -	\$ -	\$ -	\$ -	\$ 150,437	\$ 150,437
605	Federal & State Grant Preparation, Monitoring & Assistance	\$ -	\$ -	\$ -	\$ 45,000	\$ -	\$ 45,000
607	Special Studies	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ 30,000
608	Planning, Programming, & Monitoring	\$ -	\$ -	\$ -	\$ 62,254	\$ -	\$ 62,254
609	Sustainable Transportation Planning	\$ -	\$ -	\$ -	\$ 8,000	\$ -	\$ 8,000
610	Active Transportation	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ 10,000
611	Pavement Management Program Update - Software	\$ -	\$ -	\$ -	\$ -	\$ 8,500	\$ 8,500
612	Technology Support Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
613	Transportation Information Outreach & Public Participation	\$ -	\$ -	\$ -	\$ 5,000	\$ -	\$ 5,000
614	Infra Cost & Bus Perfor. Analysis of Electric & Hydro Fuel Cell Buses <i>(Carryover)</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
615	Lake Co. Wildfire Evacuation & Preparedness Plan <i>(Carryover)</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
616	Training	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000
617	Regional/Active Transportation Plan Update (NEW)	\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$ 35,000
618	L.C Tribal Transp. Needs and Engineered Feasibility Study (PEND)	\$ -	\$ -	\$ -	\$ 8,852	\$ 216,148	\$ 225,000
Totals		\$ -	\$ -	\$ -	\$ 387,106	\$ 384,585	\$ 771,691



LAKE COUNTY/CITY AREA PLANNING COUNCIL

LAKE TAC STAFF REPORT

TITLE: 2% Bike and Pedestrian Funds (LTF) Project Update

DATE PREPARED: 2/14/25

MEETING DATE: 2/20/25

SUBMITTED BY: Alexis Pedrotti, Project Manager

BACKGROUND:

Every year, after administration is funded through the Lake APC's budget, 2% of the remaining Local Transportation Funds (LTF) are allocated for bicycle and pedestrian purposes. Historically, the Lake TAC has chosen to reserve this funding until enough has accumulated to be used as local match for a larger project or for another substantial bike and pedestrian project, instead of allocating smaller amounts annually.

The Lake APC Board and TAC recently approved the County of Lake's request to reallocate their current funding and utilize this year's allocation to address a project funding shortfall for their Middletown Multi-Use Path. Although there are no funds available to initiate a competitive call for projects at this time, a project update on the currently funded projects (listed below) is important to ensure the necessity and proper use of the funds.

- County of Lake - Middletown Multi-Use Path: 2012/13 to 2014/15 & 2021/22 to 2024/25
 - Project Funding Total: \$133,995 (**\$81,415 balance remaining**)
- City of Lakeport – 10th Street Bike & Ped Project: 2015/16 to 2020/21
 - Project Funding Total: \$143,857 (**full balance remaining**)

If the agencies are unable to utilize the funds for the intended projects mentioned above, these funds can be released and made available for other potential projects. Although this annual allocation of funds is relatively low, these funds have been used as local match to other grant applications, or to enhance transportation projects within the region to include bike and pedestrian facilities. These funds could also be used to support the Active Transportation Program, a competitive grant program which encourages increased use of active modes of transportation such as biking and walking.

ACTION REQUIRED: Informational only, project update from the County of Lake and City of Lakeport.

ALTERNATIVES: None.

RECOMMENDATION: None.