

LASSEN COUNTY TRANSPORTATION COMMISSION

MINUTES

Regular Commission Meeting

October 17, 2022

City of Susanville Council Chambers
66 North Lassen Street
Susanville, CA

1:30 P.M. Open Session

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1. Convene

The Chair called the meeting to order at 1:37 P.M.

Roll Call: Present: Bridges, Brown, Hammond, Hemphill, McCourt, Stafford
Absent: Albaugh

1.1 Pledge of Allegiance

The Pledge of Allegiance to the Flag was deferred.

1.2 Adoption of Agenda:

It was moved by Commissioner Hemphill and seconded by Commissioner Bridges that the Commission adopt the agenda as presented. The agenda was adopted by the following vote:

AYES: Bridges, Brown, Hammond, Hemphill, McCourt, Stafford
NOES: None
ABSENT: Albaugh
ABSTAIN: None

1.3 Approval of the August 8, 2022 Regular Meeting Minutes

The Commission was asked to adopt the Minutes of their August 8, 2022, Regular Meeting.

It was moved by Commissioner Hammond and seconded by Commissioner Hemphill to approve the minutes as presented by staff. The motion was passed by the following vote:

AYES: Bridges, Brown, Hammond, Hemphill, McCourt, Stafford
NOES: None
ABSENT: Albaugh
ABSTAIN: None

1.4 Approval of Consent Calendar

It was moved by Commissioner Bridges and seconded by Commissioner Hammond that that the Commission approve the Consent Calendar as presented by staff. The motion was passed by the following vote:

AYES: Bridges, Brown, Hammond, Hemphill, McCourt, Stafford
NOES: None
ABSENT: Albaugh
ABSTAIN: None

2. CORRESPONDENCE/PUBLIC COMMENT

No written communications were received.

No public comment was offered.

3. REPORTS

3.1 Caltrans

Scott reported on a couple of Caltrans D2 projects in the region. They included

- *SR 36 rehab project scheduled for construction in 2023 – include pavement work and widening of some shoulders*
- *Red Rock Safety Project – US 395 – in planning phase and should start construction in 2037*
- *Secret Valley Rest Area Move – Doing a leach field test at new location near Termo*
- *All other projects on hiatus for winter*

3.2 CHP

No report was provided by CHP.

3.3 City of Susanville

No report was provided by the City of Susanville.

3.4 Lassen County

Public Works Director Pete Heimbigner reported that recent SB1 chip and seal work was being completed as well as County Rehab B project (STIP funded).

3.5 Susanville Indian Rancheria

Duane Sherman introduced himself as the new Tribal Administrator for the Susanville Indian Rancheria. He commented that he looked forward to working with the Commission on various transportation issues.

4 NEW BUSINESS

4.01 Announcement of Items to be Discussed in Closed Session

There was no closed session.

4.02 Announcement of Action Taken in Closed Session

There was no closed session.

4.10 Action/Discussion Items

4.11 Fiscal Year 2022/23 Transportation Development Act Allocations for Local Transportation Fund (LTF) and State Transit Assistance (STA) and Financial Update

The Commission was asked to adopt Resolution 22-08 approving the Final Fiscal Year 2022/23 Transportation Development Act Allocations for the estimates of Local Transportation Fund (LTF) and State Transit Assistance (STA) funds, and authorizing staff to approve claims consistent with the allocations.

It was moved by Commissioner Hemphill and seconded by Commissioner Bridges to adopt Resolution 22-08 as requested by staff. The motion was passed by the following vote:

AYES: Bridges, Brown, Hammond, Hemphill, McCourt, Stafford
NOES: None
ABSENT: Albaugh
ABSTAIN: None

4.12 US 395 Investment Plan

The Commission was asked to adopt the US 395 Investment Plan and direct staff to transmit the document to Caltrans in keeping with Strategic Partnership Grant Program.

The Executive Secretary gave a brief overview of the document, its purpose, development, and how it was already being used to support project proposals in the US 395 corridor south of Susanville. Commissioner Hammond commented on the positive developments for the US 395 Coalition and how the support of the county was critical to its future effectiveness.

It was moved by Commissioner Hammond and seconded by Commissioner Hemphill to adopt the US 395 Investment Plan and direct staff to transmit the document to Caltrans. In addition, Commissioner Hammond asked that the Executive Secretary make a

presentation to the Lassen County Board of Supervisors before the end of the calendar year. The motion was passed by the following vote:

AYES: Bridges, Brown, Hammond, Hemphill, McCourt, Stafford
NOES: None
ABSENT: Albaugh
ABSTAIN: None

4.13 LCTC Draft Bylaws

No action was requested from the Commission. This was an information item only.

The Executive Secretary reported that he wanted to update the by-laws currently being used by the Commission. He noted that these were the ones that were in place when the Commission transitioned from Lassen County management. He noted that the current by-laws were adequate, but that there were differences in the way the Commission operates presently and that those differences should be reflected in the by-laws. He added that the draft by-laws attached to the agenda had been reviewed by Commission Counsel, and that the next step would be to distribute them to the TAC for review and comment. The revised draft by-laws would be submitted to the Commission for adoption at their December 12, Regular Meeting.

4.14 Augmented ZEV Grant

The Commission was asked, by motion, to grant permission to the Executive Secretary and staff to finalize the Request For Proposal (RFP), provide it to Caltrans for review and comment, finalize, and advertise.

The Executive Secretary reported that staff was preparing to release the RFP for the Zero Emission Vehicle Infrastructure Study for Lassen and Plumas County. He reminded the Commission that we were partnering with our neighbors to the northwest, and that the RFP needed to be refined to better reflect the analysis of other ZEV's (hydrogen fuel cells) and not just EV's.

It was moved by Commissioner Hammond and seconded by Commissioner Brown to direct staff to revise the RFP as requested, and distributed it for competitive bid. The motion was passed by the following vote:

AYES: Bridges, Brown, Hammond, Hemphill, McCourt, Stafford
NOES: None
ABSENT: Albaugh
ABSTAIN: None

4.15 Draft Lassen County Active Transportation Plan

No action was requested from the Commission. This was an information item only.

Genevieve Evans reviewed the progress of developing an updated ATP for Lassen County. She reminded them that the goal of the ATP is to enhance walking, biking and multimodal mobility through Lassen County. The plan identifies and prioritizes

infrastructure improvements and programs which have the potential to increase the safety, access and health of residents.

She described the process for revising the document to date, and that the information currently before the Commission was Appendix B which presents the ATP project lists in terms of high priority, medium priority and low priority projects for both Lassen County and the City of Susanville as well as recreational trails projects. High priority projects have been prioritized within the tables by staff and stakeholders, while medium and low priority projects are listed alphabetically (not prioritized).

She asked that the Commissioners review the lists and provide any input they like. She added that after the commission has provided input, LCTC staff will organize a meeting with stakeholders and local jurisdiction staff to develop a simple short-term implementation plan. The Final Active Transportation Plan along with the implementation plan will be brought forward to the commission at the December meeting.

5. INFORMATION ITEMS

The following is an overview of some of the issues, projects, and coordination currently being advanced by LCTC.

5.01 Executive Summary Report

The Executive Secretary reported that most of the items that he had to report on were covered in the agenda. He wished all of the Commissioners a happy and safe Thanksgiving.

6. CORRESPONDENCE

None.

7. OTHER BUSINESS

7.1 Matter brought forth by the Commission

Commissioner McCourt requested help from Caltrans staff with improvements to crosswalks on SR 139 between SR 36 and the College. Commissioner Bridges added that excessive speed in that area is also a problem.

7.2 Next Commission Meeting

Next meeting of the LCTC will be on Monday, December 12, 2022, at 1:30 PM, at the City of Susanville, City Council Chambers, 66 North Lassen Street, Susanville, CA.

7.3 Adjourn

The meeting was adjourned at 2:41 p.m.

Submitted for approval by:

A handwritten signature in blue ink, appearing to read "John Clerici", with a long horizontal flourish extending to the right.

John Clerici
Executive Secretary