

LASSEN COUNTY TRANSPORTATION COMMISSION
REGIONAL TRANSPORTATION PLANNING AGENCY



John L. Clerici, Executive Secretary

Office:
555 Capitol Mall, Suite 600
Sacramento, CA 95814

P.O. Box 1028
Susanville, CA 96130

Date Posted: AUGUST 8, 2024

To: THE LASSEN COUNTY TRANSPORTATION COMMISSION:

Russ Brown, (City Council)
Mendy Schuster (City Council)
Dawn Miller (City Council)

Tom Neely, (Co. Supervisor)
Chris Gallagher, (Co. Supervisor)
Aaron Albaugh, Chair (Co. Supervisor)

Subject: **REGULAR MEETING**

of the

LASSEN COUNTY TRANSPORTATION COMMISSION

A meeting of the Lassen County Transportation Commission has been scheduled for **Monday, August 12, 2024, at 1:30 p.m.**

The meeting will be held at the City Council Chambers, 66 North Lassen Street, Susanville, CA.

The meeting will use zoom for remote viewers.

Join Zoom Meeting

<https://us06web.zoom.us/j/84323805924>

Meeting ID: 843 2380 5924

Passcode: 665637

One tap mobile

+16694449171,,84323805924#,,,,*665637# US

+12532158782,,84323805924#,,,,*665637# US

The Agenda is as follows:

(1) CONVENE

1.1 Pledge of Allegiance

1.2 Adoption of the Agenda: **Motion Required**

The Commission may make any necessary additions, deletions or corrections to the agenda including moving items to or from the agenda.

1.3 Approval of the Minutes for June 10, 2024, Regular Meeting: **Motion Required**

1.4 Approval of the Consent Calendar: **Motion Required**

NOTE: All matters listed under the Consent Calendar are considered routine and will be enacted by one motion by roll call vote unless any member of the Commission wishes to remove an item for discussion. The reading of the full text of all Resolutions will be waived unless a commissioner requests otherwise.

1.41 Payment of Clerici Consulting for Executive Secretary and LCTC staffing fees and costs in the amount of \$30,897.87. *

REQUESTED ACTION: Approve payment of Clerici Consulting fees and costs in the amount of \$30,897.87 as shown in Invoice #009-50 for July 2024.

1.42 Fiscal Year 2024/25 State of Good Repair (SGR) Projects

REQUESTED ACTION: Adopt Resolution 23-5 approving the list of projects for the FY 2024/25 State of Good Repair Program.

(2) **CORRESPONDENCE/PUBLIC COMMENT**

(3) **REPORTS**

3.1 Reports from Caltrans, CHP, City of Susanville, County of Lassen, and LCTC Staff

- Caltrans Report
- California Highway Patrol (CHP) Report
- City of Susanville Report
- County of Lassen Report
- Susanville Indian Rancheria Report

(4) **NEW BUSINESS**

4.01 ANNOUNCEMENT OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

- There are no closed session items.

4.02 ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION

4.10 ACTION/DISCUSSION ITEMS

4.11 Volcanic Scenic Highway – Contract for Highway Assessment

REQUESTED ACTION: BY MOTION, direct the Executive Secretary to prepare and sign a contract to perform preliminary evaluations on the Volcanic Scenic Highway for a contract not to exceed \$5,000.

4.12 Overview of LCTC Organization and Funding

REQUESTED ACTION: None, this is an information item only.

(5) INFORMATION ITEMS

5.01 Executive Secretary Report

Updates:

- US 395 Coalition – Corridor projects
- Grants
- Legislation & State Budget

(6) CORRESPONDENCE

6.01 None

(7) OTHER BUSINESS

7.1 Matters brought forth by the Commission

7.2 Next Commission Meeting – **Monday, November 4, 2024, at 1:30 p.m.**

7.3 Adjourn

* Attachment

Enclosure

^ Handout

ITEMS TENTATIVELY SCHEDULED FOR FUTURE MEETINGS: Report on City/County/SIR road and transportation workshop, Update on US 395 projects, EV Charging Station (LMUD initiative)

LASSEN COUNTY TRANSPORTATION COMMISSION

MINUTES

Regular Commission Meeting

June 10, 2024

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

1:30 P.M. Open Session

1:30 P.M. OPEN SESSION

1. Convene

The Chair called the meeting to order at 1:50 P.M.

Roll Call: Present: Albaugh, Brown, Gallagher, Miller, Neely, Schuster
Absent:

1.1 Pledge of Allegiance

The Pledge of Allegiance to the Flag was waived.

1.2 Adoption of Agenda:

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

AYES: Albaugh, Brown, Gallagher, Miller, Neely, Schuster
NOES: None
ABSENT: None
ABSTAIN: None

1.3 Approval of the May 13, 2024 Regular Meeting Minutes

The Commission was asked to adopt the Minutes of their May 13, 2024, Regular Meeting, as presented by staff.

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

AYES: Albaugh, Brown, Gallagher, Miller, Neely, Schuster
NOES: None
ABSENT: None
ABSTAIN: None

1.31 Election of Chairperson and Vice-Chairperson

The Commission was asked to elect a Chairperson to preside at meetings of the Commission for the balance of the calendar year 2024.

It was moved by Commissioner Gallagher and seconded by Commissioner Schuster to nominate Aaron Albaugh to remain chair, and Commissioner Brown to vice-chair to serve through 2025. No other nominations were made. The motion was passed with the following vote:

AYES: Albaugh, Brown, Gallagher, Miller, Neely, Schuster
NOES: None
ABSENT: None
ABSTAIN: None

1.4 Approval of Consent Calendar

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

AYES: Albaugh, Brown, Gallagher, Miller, Neely, Schuster
NOES: None
ABSENT: None
ABSTAIN: None

2. CORRESPONDENCE/PUBLIC COMMENT

No written communications were received.

Verbal communications:

Elizabeth Norton Bob Godman and the Susanville Public Works Department for helping with a local Susan River Clean up Day. She also commented on rumble strips recently “fixed” by Caltrans at Bass Hill that help accommodate cyclists who use the road shoulder.

3. REPORTS

3.1 Caltrans

Mike Oguro introduced Skip Clark from Caltrans District 2 as new staff who will be working with Lassen County. He also mentioned that Stacy Barnes had been selected to replace Mike Webb. Commissioner Albaugh asked if it would be possible to have her attend a future meeting of the commission.

Commissioner Neely asked about the broadband effort on SR 36 at Walmart at Johnstonville Road, and the sign replacement work on US 395 near Milford. Mike said he did not have an answer but would look into it.

Commissioner Neely asked if there had been a measured increase in large truck traffic on US 395 due to significant road work being done on I80? Mike said that he did not know but would check with the traffic count team.

Commissioner Gallagher asked about the status of the roundabout project in Westwood. Mike confirmed that the project was on track for completion.

3.2 CHP

No update was provided.

3.3 City of Susanville

Bob Godman reported out that the Gateway project was out to bid.

3.4 Lassen County

Pete Heimbigner reported that chipseal work on A2 (Susanville Road) and Bassett Road was completed. Commended county crews for getting the work done quickly.

He added that culver replacement for Pine Town had been approved, but may be held off until the fall to get a better bid and provide more flexibility to the selected contractor. Commissioner Gallagher commented that the roundabout project on SR 36 is causing problems (from heavy truck traffic) in Pine Town, and asked if there was anything the count could do to “patch things up”. Pete said he would look into it. Elizabeth Norton asked if the region received any additional funds for the truck through traffic. John Clerici responded that they do not.

Commissioner Neely asked about any work being done on A3. Pete explained that the two STIP projects currently scheduled for A3 had been combined and would be done in the 2025 construction year. He added that a project for A1 was scheduled for FY 27/28 and was in the preliminary planning/engineering phase.

3.5 Susanville Indian Rancheria

Russ Burriel reported that they are still working on the Tribal Transportation Plan. He also mentioned that they were in the process of negotiating an MOU with the County that would allow them to distribute some tribal funds for local projects.

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 Lassen Transit Service Agency FY 2024/25 Transportation Development Act Claim

The Commission was asked Adopt Resolution 24-04 approving the Lassen Transit Services Agency (LTSA) Fiscal Year (FY) 2024/25 Transportation Development Act Claim in the amount of \$1,077,673.

It was moved by Commissioner Gallagher and seconded by Commissioner Schuster to adopt Resolution 24-04 approving the LTSA FY 2024/25 TDA claim as present by staff. The motion was passed with the following vote:

AYES: Albaugh, Brown, Gallagher, Miller, Neely, Schuster
NOES: None
ABSENT: None
ABSTAIN: None

4.12 LCTC Schedule of Meetings for Fiscal Year 2024/25

The Commission was asked to adopt, by motion, the schedule of meetings for FY 2024/25 as proposed by staff.

Several Commissioners asked if the October meeting could be moved to early November. Staff responded that the Commission has the authority to set any dates they want providing it works for the LTSA. The Commissioners suggested November 4, 2024 for the meeting date.

It was moved by Commissioner Gallagher and seconded by Commissioner Neely to adopt the LCTC schedule of meetings for FY 2024/25 as presented by staff except the change from October 21 to November 4. The motion was passed with the following vote:

AYES: Albaugh, Brown, Gallagher, Miller, Neely, Schuster
NOES: None

ABSENT: None

ABSTAIN: None

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 the following:

- **US 395 Update** – *Staff made a more detailed briefing was provided on the three projects currently underway in the corridor to the Lassen County BOS on May 14. The updates included a more detailed look at the safety project Caltrans D2 has developed for the area north of Hallelujah Junction to about Honey Lake, the Wildlife Crossing grant recently awarded the LCTC by the Wildlife Conservation Board, and the Red Rock CapM project.*

The briefing included a new effort, the US 395 Freight Integrated Mobility Opportunities Feasibility Study. He reported that the BOS provided feedback on the projects. He also noted other conversations with County staff regarding expanding the concept of feasibility to include the ability of the County to provide emergency services on the highway, as well as impacts to local roads (notably A3) that are used (and promoted by the State) as cutoffs for through traffic. Staff noted that these are similar to conversations regarding A25 and A26 connecting US 395 to the Sierra Army Depot and federal prison in Hurlong.

- **Legislation** – *There were no updates on current state legislation. However, there was good news on the status of SB 125 funds and the state budget, and that for the moment the first round of funding will be provided.*

Commissioner Neely asked about funding for culverts (referring to federal funding for culvert replacement). Staff reported that most of these were for climate change impacts, and not regular maintenance. Staff would work with County Public Works to identify culverts that my fit the funding criteria.

6. CORRESPONDENCE

None.

7. OTHER BUSINESS

7.1 Matter brought forth by the Commissioners

At various times in the meeting Chair Albaugh and the other commissioners welcomed the two new members from the city, Mendy Schuster and Dawn Miller.

7.2 Next Commission Meeting

Next meeting of the LCTC will be on Monday, May 13, 2024, 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 3:13 p.m.

Submitted for approval by:

A handwritten signature in blue ink, appearing to be 'John Clerici', with a long horizontal line extending to the right.

John Clerici
Executive Secretary



LASSEN COUNTY TRANSPORTATION COMMISSION
REGIONAL TRANSPORTATION PLANING AGENCY

555 CAPITOL MALL, SUITE 600
SACRAMENTO, CA 95814

P.O. Box 1028
SUSANVILLE, CA 96130

John L. Clerici, Executive Secretary

Staff Report

Date: August 8, 2024

AGENDA ITEM 1.41

To: Lassen County Transportation Commission

From: John L Clerici, Executive Secretary

A handwritten signature in blue ink, appearing to read "John L. Clerici", is written over the printed name.

Subject: Payment of Clerici Consulting for Executive Secretary and LCTC staffing fees and costs in the amount of \$30,897.87

REQUESTED ACTION

Approve payment of Clerici Consulting fees and costs in the amount of \$30,897.87 as shown in Invoice #009-50 for July 2024.

PAST ACTION

This is the Fiftieth invoice under the contract with Clerici Consulting for Executive Secretary and staff services. This invoice includes a detailed invoice for charges for sub-consultants Borroum Engineering in the amount of \$15,283.60, and LSC Transportation Consultants in the amount of \$3,804.50.

DISCUSSION

Attached is Invoices #009-50, with supporting documentation, and a detailed Progress Report for the period beginning July 1, 2024, and ending July 31, 2024.

Note: This is the seventh invoice to include separate billing for the US 395 Wildlife Crossing grant effort. This grant is separate from our traditional Overall Work Program duties and will be addressed as a stand-alone item in LCTC staffing invoices.

Key items of work completed in the last month in support of the OWP included the following:

- Prepared draft agenda and staff reports LCTC July 2024 Commission and TAC meetings
- Prepared FY 23/24 Q4 Request for Reimbursement and submitted it to Caltrans D2
- Provided administrative support to the ZEV Infrastructure Feasibility study project close-out
- Engaged the Sierra Alliance and provided update on all transportation activities on US 395

Key items of work completed in the last month in support of the WCB Wildlife Crossing grant included the following:

- Provided administrative support to the US 395 Wildlife Crossing Study effort
- Provided outreach to the US 395 region on the wildlife crossing effort as needed

These charges are consistent with the billing trends for the FY 2024/25 OWP budget and the WCB Wildlife Crossing budget to date.

Attachments (1)

INVOICE

Project Title:

**Lassen County Transportation Commission
Executive Secretary and Staffing Services**

Date: August 1, 2024
Invoice # 009-050
Billing Cycle Ended: 7/30/2024 (July 1, 2024 - July 31, 2024)

Clerici Consulting
1555 Sean Drive
Placerville, CA 95667
530-919-9739
jlfclerici@gmail.com

To: **Mr. Aaron Albaugh, Chairman**
Lassen County Transportation Commission
PO Box 1028
Susanville, CA 96130

Staff Member	Hours OWP	Hours WCB	Total Hours	Total Cost
John Clerici	69.00	12.00	81.00	\$ 11,809.77
Borroum Engineering July				\$ 15,283.60
LSC Transportation Consultants July				\$ 3,804.50
2023 RTP Environmental Doc Filing Fee				No Charge
Travel (Lodging, meals)				No Charge
TOTAL				\$ 30,897.87
Prior Balance				\$ 36,824.39
Payment				\$ 36,824.39
Total Due				\$ 30,897.87

Thank you for your history of prompt payment! As a small business, we greatly appreciate it!

PROGRESS REPORT
CLERICI CONSULTING ACTIVITIES

Project: Lassen County Transportation Commission
Clerici Consulting Project 009-049
Period: July 1, 2024 – July 31, 2024

WORK COMPLETED (through July 31, 2024)

SPECIFIC WORK ELEMENT RELATED ACTIVITIES

- **Work Element 100 – Administration**
 - Provided follow-up for the June 2024 Regular Commission meeting
 - Prepared and distributed agenda and handouts for June Regular Commission meeting

- **Work Element 601A – General/General Transportation Planning**
 - Provided updated SB 125 proposal information to CalSTA as requested. Monitored state budget process to advocate for full SB 125 funding through the adoption of the California State budget
 - Supported countywide GIS effort
 - Continued follow up to regional Roads Workshop with City, County and SIR staff, and identified candidate projects, funding sources and planning needs for further development.

- **Work Element 601B – Active Transportation Programming**
 - No work was done in this work element.

- **Work Element 601C – Transit Planning**
 - Attended Rail to Transit Program workshop (7/30).

- **Work Element 602 – Programming**
 - Attended (via zoom) Federal Grants training (7/23)
 - Engaged Lassen Municipal Utilities District in conversations about expanding EV infrastructure in Lassen County (7/30)

- **Work Element 603 – Outreach**
 - Provided interagency outreach through the LCTC Technical Advisory Committee
 - Provided follow-up to June TAC meeting

- Prepared agenda and materials for August 5, 2024 TAC meeting
 - Updated Lassen CTC website with new information on highway projects and reformatted pages for agenda and meeting information.
 - Participated in Rural Counties Task Force (7/19)
 - Attended Sierra Alliance Meeting (7/24)
- Work Element 604 – TDA
 - Processed other TDA related claims and transfers as needed
 - Attended Triennial Performance Audit kick-off meeting with consultant (7/1)
- Work Element 705 – Zero Emission Infrastructure
 - No work was done in this work element.
- Work Element 706 – GIS Lassen County
 - Provided administrative support to Lassen County GIS effort
- WCB - Wildlife Crossing
 - Participated in project development meetings (7/19)
 - Reviewed and edited draft informational materials for public meetings
 - Updated project webpage
 - Provided project update to Sierra Alliance (7/24)
 - Performed administrative duties as required to implement grant

Borrowing Engineering

Work assignments

Invoice period for July 1, 2024 to August 1, 2024

- With Caltrans, the Commission, the County and the City of Susanville work on updating the long-range transportation projects in the RTP, including amending the RTP as needed. This includes work on data collection, planning Rt 36 and 395, non-vehicular transportation, transit systems. This also includes work to analyze the County demographic changes. (OWP work element 601A, 601B, 601C, 706)
- With the local transit operator, Caltrans, the County, the City, and the County Auditor to identify available funding, and assist the Commission's project prioritization and programming processes. (OWP work element 602)
- With the local partners, work on refining an outreach plan. (OWP work element 603)
- With the independent auditor and the County Auditor addressing audit findings, address claims for ensuing year, preparing year end audit reports (OWP work element 604)
- Administration support for the grant (contracts, budgets and schedules, and invoicing) (OWP work element 706)

8/2/2024

INVOICE TO CLERICI CONSULTING (re. Lassen County Transportation Commission)

**Wildlife Crossing
Borroum Engineering
633 Tamarindo Way
Roseville, CA 95678**

Invoice # 10: July 1, 2024 to August 1, 2024

DATE	HOURS	
	Wildlife O/C	Labor Sub-Total
July		
1		
2		
3		
4		
5		
6w		
7w		
8		
9		
10		
11		
12		
13w		
14w		
15		
16		
17		
18		
19	1	1
20w		
21w		
22		
23		
24		
25		
26	2	2
27w		
28w		
29	2	2
30		
31		
TOTAL	5	5
	Rate: \$150.00	
		\$ 750.00

Auto
3/2/24

Total Invoice

\$750.00

Borroum Engineering

Work assignments – Wildlife O/C

Invoice period for July 1, 2023 to August 1, 2024

- Review consultant work status
- Review with consultant work schedule
- Revise invoicing process
- Prepare invoice



**TRANSPORTATION PLANNING AND
TRAFFIC ENGINEERING CONSULTANTS**

2690 Lake Forest Road, Suite C
Post Office Box 5875
Tahoe City, California 96145
(530) 583-4053 FAX: (530) 583-5966
info@lsctahoe.com

Date: August 6, 2024

John Clerici
1555 Sean Drive
Placerville, CA 95667

Project: FY 2024-25 LCTC Staffing Assistance

Dear Mr. Clerici:

The following is a summary of work performed for the Lassen County Transportation Commission staffing team for the month of July 2024:

- Monthly staff team meeting
- General project coordination and transportation planning
- Coordination with LTSA staff regarding FY 24-25 Budget and funding
- Work and coordination on the LCTC and Wildlife Project website

Work performed for each OWP Work Element is as follows:

Work Element 601 – Total \$3,804.50

- A) General Planning - \$1,877
- B) Active Transportation Planning - \$ 0
- C) Transit Planning - \$1,248.50

Work Element 602 – Regional Transportation Programming - \$0

Work Element 603 – Community Outreach and Engagement - \$0

Work Element 605 – SB 125 - \$0

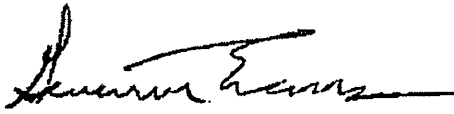
Work Element 706 – County GIS - \$0

Work Element 707 – US 395 Wildlife Crossing - \$679.00

Grand Total for July: \$3,804.50

Please find more detail in the attached pages.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Genevieve Evans", with a long horizontal flourish extending to the right.

Genevieve Evans
Principal
LSC Transportation Consultants Inc.



LSC Transportation Consultants, Inc.
 1889 York St.
 Denver, CO 80206
 303-333-1105

John Clerici Consulting
 Attn: Accounts Payable
 1555 Sean Dr.
 Placerville, CA 95667

Invoice number 70694
 Date 08/07/2024

Project **P246070 LCTC FY 24-25 Staffing Assistance**

Professional Services rendered through 07/28/2024
 Project Manager: Acadia W. Davis

Professional Fees

	Hours	Rate	Billed Amount
Acadia W. Davis	8.50	114.00	969.00
Alexandra C. Silverman	6.50	87.00	565.50
Genevieve A. Evans	10.00	227.00	2,270.00
Professional Fees subtotal	25.00		3,804.50
		Invoice total	3,804.50

Invoice Summary

Description	Contract Maximum	Prior Billed	Current Billed	Remaining
601 General Planning	39,000.00	0.00	1,877.00	37,123.00
WE 601 Active Transportation Planning	3,000.00	0.00	0.00	3,000.00
WE 601 Transit Planning	12,000.00	0.00	1,248.50	10,751.50
WE 602 Regional Transportation Planning	10,000.00	0.00	0.00	10,000.00
WE 603 Community Engagement and Outreach	15,000.00	0.00	0.00	15,000.00
WE 605 SB 125	5,000.00	0.00	0.00	5,000.00
WE 706 County GIS	1,500.00	0.00	0.00	1,500.00
WE 707 US 395 Wildlife Crossing	30,000.00	0.00	679.00	29,321.00
Total	115,500.00	0.00	3,804.50	111,695.50

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
70694	08/07/2024	3,804.50	3,804.50				
	Total	3,804.50	3,804.50	0.00	0.00	0.00	0.00



John L. Clerici, Executive Secretary

Staff Report

To: Lassen County Transportation Commission

AGENDA ITEM 1.42

Date: August 8, 2024

From: John L Clerici, Executive Secretary

Subject: Fiscal Year 2024/25 State of Good Repair (SGR) Projects

REQUESTED ACTION

Adopt Resolution 23-5 approving the list of projects for the FY 2024/25 State of Good Repair Program.

PAST ACTION

Previously the Commission approved the project list recommended by the Lassen Transit Service Agency for the initial and follow up funding cycles (FY's 2022/23 and 2023/24) of the State of Good Repair (SGR) Program.

DISCUSSION

The SGR program is one program created under Senate Bill 1, which raised fuel and vehicle license fees in California. The SGR provides approximately \$110 million annually to transit operators in California for eligible transit maintenance, rehabilitation and capital projects. The SGR Program benefits the public by providing public transportation agencies with a consistent and dependable revenue source to invest in the upgrade, repair and improvement of their agency's transportation infrastructure and in turn improve transportation services.

SGR funds are made available for capital projects that maintain the public transit system in a state of good repair. PUC section 99212.1 (c) lists the projects eligible for SGR funding, which are:

- Transit capital projects or services to maintain or repair a transit operator's existing transit vehicle fleet or transit facilities, including the rehabilitation and/or modernization of the existing vehicles or facilities.
- The design, acquisition and construction of new vehicles or facilities that improve existing transit services.
- Transit services that complement local efforts for repair and improvement of local transportation infrastructure.

Examples include, but are not limited to, the following:

- Replacement or rehabilitation of:
 - Rolling stock
 - Passenger stations and terminals
 - Security equipment and systems
 - Maintenance facilities and equipment
 - Ferry vessels
 - Rail

- Transit Preventative Maintenance
 - Public and Staff Safety
 - Preventative maintenance is only to maintain existing infrastructure and vehicles in a state of good repair, essentially repair and rehabilitation. Normal maintenance such as oil changes and other regularly scheduled vehicle maintenance are to be covered under normal operating costs and are **not** eligible for State of Good Repair funding.

- New transit facilities or equipment needed to maintain the existing transit service(s)

To the extent possible and cost effective, and where feasible, the State of Good Repair Program encourages eligible recipients to promote “fix-it-first” transit capital projects that reduce greenhouse gases and help achieve the state’s environmental goals. Examples of such projects may include replacement of vehicles with partial and/or zero emission vehicles, green technology equipment enhancements, or transit facility upgrades to improve energy efficiency.

The California State Controller released the estimated allocation amount of SGR funds available to each Transportation Planning Agency. The estimated allocation amount for Lassen County is \$51,970 for Fiscal Year 2024/25. The funds will be distributed in quarterly amounts through the California State Controller.

Statewide, 50% of SGR funds are allocated according to population (using a formula under Section 99313 of the Public Utilities Code [PUC]) and half according to transit operator revenues (PUC 99314).

The Lassen Transit Service Agency and Commission staff recommends the projects shown in the attached list for the Fiscal Year 2024/25 State of Good Repair Program. The LTSA is expected to approve the list at their August 12, 2024 Regular meeting. The list includes the following:

Project Title	Project Description	Total SGR Costs 24/25 99313	Total SGR Costs 24/25 99314	Total All Other Funds	Total Project Costs
Improvements to the LRB facility entrance gates	The LRB facility is in need of capital maintenance as the front gates have to be left open at times, to accommodate through bus traffic. The repair will upgrade the slide operator systems for entrance and exit doors.	\$42,565			\$42,565
New cameras for additional area coverage	The existing LRB facility's camera security system has plenty of "gray areas" and therefore is in need of additional area coverage to improve the security of the facility.	\$7,142	\$2,263	\$30,845	\$40,250

Both projects are included in the draft Transit Development Plan for this year and both projects are in LTSA's Transit Asset Management plan for 2020.

ALTERNATIVES

Provide direction to staff.

LASSEN COUNTY TRANSPORTATION COMMISSION
 Resolution 24-05
 Resolution Approving the Project List for FY 2024-25 for the
 California State of Good Repair Program

WHEREAS, Senate Bill (SB1), the Road Repair and Accountability Act of 2017, establishing the State of Good Repair (SGR) program to fund eligible transit maintenance, rehabilitation and capital project activities that maintain the public transit system in a state of good repair; and

WHEREAS, SGR funds are allocated by the Lassen County Transportation Commission; and

WHEREAS, the Lassen Transit Service Agency’s share of SGR funds for fiscal year 2024-25 is estimated to be \$51,970; and

WHEREAS, these funds will be used for the following list of projects; and

Project Title	Project Description	Total SGR Costs 24/25 99313	Total SGR Costs 24/25 99314	Total of all other Funds	Total Project Costs
Improvements to the LRB facility entrance gates	The LRB facility is in need of capital maintenance as the front gates have to be left open at times, to accommodate through bus traffic. The repair will upgrade the slide operator systems for entrance and exit doors.	\$42,565			\$42,565
New cameras for additional area coverage	The existing LRB facility’s camera security system has plenty of “gray areas” and therefore is in need of additional area coverage to improve the security of the facility.	\$7,142	\$2,263	\$30.845	\$40,250

WHEREAS, in order to qualify for these funds, the Lassen County Transportation Commission is required to submit a proposed project list to California Department of Transportation (Caltrans) on an annual basis;

NOW, THEREFORE, BE IT RESOLVED that the Lassen County Transportation Commission hereby approves the SB1 State of Good Repair Project List for FY 2024-25; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Lassen County Transportation Commission that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances document and applicable statutes, regulation and guidelines for all SGR funded transit capital projects.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Executive Secretary is hereby authorized to submit a request for Scheduled Allocation of the SB1 State of Good Repair Funds and to execute the related grant applications, forms and agreements.

The foregoing resolution was adopted by the Lassen County Transportation Commission at its August 12, 2024, meeting by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Aaron Albaugh, Vice-Chairman
Lassen County Transportation Commission

The foregoing instrument is a correct copy of the original on file in the office of the Executive Secretary of the Lassen County Transportation Commission.

John L. Clerici, Executive Secretary

August 12, 2024



LASSEN COUNTY TRANSPORTATION COMMISSION
REGIONAL TRANSPORTATION PLANING AGENCY

555 CAPITOL MALL, SUITE 600
SACRAMENTO, CA 95814

P.O. Box 1028
SUSANVILLE, CA 96130

John L. Clerici, Executive Secretary

Staff Report

To: Lassen County Transportation Commission

AGENDA ITEM 4.11

Date: August 8, 2024

From: John L Clerici, Executive Secretary

A handwritten signature in blue ink, appearing to read "John L. Clerici", is placed over the printed name in the "From:" field.

Subject: Volcanic Scenic Highway – Contract for Highway Assessment

REQUESTED ACTION

BY MOTION, direct the Executive Secretary to prepare and sign a contract to perform preliminary evaluations on the Volcanic Scenic Highway for a contract not to exceed \$5,000.

PAST ACTION

Last year the LCTC submitted a grant application in partnership with the Volcanic Legacy Community Partnership (VLCP), to develop a plan to increase the economic contribution of the Volcanic Legacy Scenic Byway All American Road to underserved communities. The plan would seek to improve any conditions along the Byway which have deteriorated as a result of recent fires and other calamities. This project will serve to develop that plan, a budget and a timeline of priorities and implementation to bring the road back up to the level which best supports its Byway status.

DISCUSSION

In 2023 the LCTC at the request of the VLCP submitted an application to the Sustainable Transportation Planning Grant Program – Sustainable Communities program. Caltrans District 2 staff recognized the merits of the application but felt that the type of funding requested was not applicable. Since then, LCTC staff have been working with the VLCP to develop a much more modest effort to gather some critical foundational work that could be done on the Byway using LCTC funding sources. The Executive Secretary suggested to the VLCP that they prepare scope of work and budget and submit it to the LCTC for consideration. The following bullets were discussed as part of the scope of work:

- Visual Documentation of the Entire Route
- Develop a Set of Condition Identifiers and Priority Codes
- Evaluation of the Entire Visual Record
- Organization of the Material in a Database

- Compare the Results with the CMP and Interpretive Plan
- Organizing the Information by Priority Code
- Interaction with Transportation and Other Officials
- Development of Cost Estimates of Priority One Locations
- Develop implementation plan & perform grant search

The funding request for the above is \$5,000.

LCTC staff supports the premise that this information will be critical for the VLCP to successfully apply for grants and that overall improving the economic contribution of the Byway to the region. Staff proposes to use a small Planning, Programming and Monitoring funds requested in the 2024 STIP, and will be available by the end of August 2024. Funding this effort will not impact any previously identified LCTC activities.

ALTERNATIVES

Provide direction to staff.

Attachments (2)



**Lassen County Transportation Commission Preliminary Scope of Work
Volcanic Legacy Scenic Byway All American Road**

In the six years since the 2018 Corridor Management Plan, the plan that governs the Volcanic Legacy Scenic Byway All American Road, was updated, devastating fires, massive weather events, traffic issues, growth of vegetation, destruction of directional signage, deterioration of interpretive signage, and more are all now impacting visitor experience along the route. A project to document current conditions and prioritize which locations need attention will serve as the basis to obtain funding for the work that needs to be done.

With a robust digital marketing campaign fully funded for 2024 and a plan to attract members and marketing partners in hand, the timing is right to evaluate the physical conditions along the Byway, since delivering a quality visitor experience is the key the success of any destination marketing organization. If conditions along the Byway are not as optimum as feasible, no amount of promotion will overcome the situation.

Task One: Visual Documentation of the Entire Route

The first task will encompass documenting the entire route on video and geo-tagging each location to enable evaluation of the condition of each location and its impact on the visitor experience. The Discovery Guide points out 157 locations, yet there are several hundred more that are likely over-grown with vegetation, need road improvements, lack directional signage, and other deficiencies. This work will be completed by the National Travel Center team member who is a former video producer for CNN.

Task Two: Develop a Set of Condition Identifiers and Priority Codes

A nomenclature of location identifiers and condition codes will enable identifying the condition at each geo-tagged location along with the level of attention needed, such as critical to be addressed, needs future attention, and so on.

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Task Three: Evaluation of the Entire Visual Record

Review of the entire video, location by location will enable recording the condition of each of the locations and assign a priority code based on the level of negative impact the conditions have on the visitor experience.

Task Four: Organization of the Material in a Database

This task will encompass populating a database organized geographically by geo-tag, complete with the results of the evaluation including condition type, descriptor, and priority code to make the information conveniently available for future use. Assembly of the information into discrete fields will also enable sorting the information in a number of different ways to support planning, and also a platform to update information about each location if and when the conditions change.

Task Five: Compare the Results with the CMP and Interpretive Plan

Comparison of the conditions identified during the video evaluation with the Corridor Management Plan and Interpretive Plan will illustrate where conditions are out of alignment with what is in the plans.

Task Six: Organizing the Information by Priority Code

This task will encompass development of a list of the locations needing attention grouped by priority code to enable calculation of the costs of the various needed projects.

Task Seven: Interaction with Transportation and Other Officials

Review of the lists with various transportation officials and other community officials will accomplish three things (1) making them aware of the locations where conditions along the route need improvement, (2) a way to determine if their plans include making the improvements at any of the locations, and (3) evaluating if any of the work along the route that needs to be done is really the proviso of various transportation and/or other state, county or municipality in the area.



Task Eight: Development of Cost Estimates of Priority One Locations

Determine the cost of remedying the deficiencies at priority one locations as the basis of identifying and requesting funding.

Task Nine: Develop a Plan

Organize the costed tasks and other action priorities into a plan to both govern the work and be shared widely for requests of support.

Task Ten: Grant Search

Search of various grant databases, available funding from Caltrans and ODOT, and other financial resources to determine appropriate grants to remedy priority one locations.

Task Eleven: Grant Preparation

Development of the grant applications completed on the required submission deadlines.

Task Twelve: Ongoing Plan, Project Management, and Reporting

Implementation of a process to manage the work to be performed and recording information about locations at which conditions are changed.

Task Thirteen: Add Ongoing Condition Changes

As environmental disasters and other changes to the landscape occur, updating the database to reflect these changes and re-prioritization of the action plan as needed.

Respectfully submitted,

Maree Forbes Gaughan

Maree Forbes Gaughan, Ph.D.

Managing Director

On Behalf of the National Travel Center Team

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March 5, 2024

Mr. John Clerici
Lassen Transportation Commission
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Susanville, CA 96130

Initial Funding Request

The following request is for funding to address actions in Task One of the attached Proposal, to (1) produce visual/video documentation of the entire route of the Volcanic Legacy Scenic Byway All American Road using three cameras to obtain an expansive view, (2) enhance the video with images, notes and geo tags as applicable, and (3) review of the entire visual record, images, notes, and geo-tags to determine the total scope of the full project to evaluate conditions along the entire Byway. This work will be completed in of all other work on the project.

- Day 1: Drive to Crater Lake region from Seattle, 400 miles (overnight)
- Day 2: Record 250 miles, taking notes and photos/videos of significant spots (overnight)
- Day 3: Record final 250 miles (overnight)
- Day 4: Drive back to Seattle from Red Bluff, 620 miles.

In addition to driving time and shooting day and travel day rates, the request includes per diem for meals, lodging, and mileage, plus purchase of a storage drive and shipping of the drive. Visual record to be completed in June. Funding request \$3,000

In addition, funding is requested for review of the entire length of the Byway to determine the number of areas/conditions to be dealt with and compile those into spreadsheet. This review, which will enable determination the overall full scope of the project will be completed within 2 weeks of receipt of the video. The full scope of the project will be articulated and forwarded at that time. Funding request \$2,000.

Total funding request \$5,000

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John L. Clerici, Executive Secretary

Staff Report

To: Lassen County Transportation Commission

AGENDA ITEM 4.12

Date: August 8, 2024

From: John L Clerici, Executive Secretary

Subject: Overview of LCTC Organization and Funding

REQUESTED ACTION

None, this is and information item only.

BACKGROUND & DISCUSSION

The LCTC was formed in 1971 to allocate funds created by Senate Bill 325 (1972). It is made up of three members of the Susanville City Council and three members of the Lassen County Board of Supervisors. Assembly Bill 69 gave the LCTC responsibility for adopting the Regional Transportation Plan (RTP) and AB 402 of 1977 defined elements required in the RTP. AB 620 gave the LCTC responsibility for disbursing State Transit Assistance (STA) Funds. SB 45, effective January 1, 1998, gave the LCTC the responsibility to prioritize projects eligible for State Transportation Improvement Program (STIP) funds. Over the years, the role and responsibilities of the LCTC have grown.

The LCTC coordinates its activities with the County of Lassen, City of Susanville, Susanville Indian Rancheria, and Caltrans, as well as with other State and Federal government entities including the United States Forest Service (USFS) and the Bureau of Land Management (BLM). The USFS and BLM are consulted on a variety of transportation related issues including bike and ped trails development and management, integration of forest road systems with county and state facilities, and development of emergency evacuation facilities. As needed, the LCTC coordinates specific projects with Lassen Community College, the Historic Uptown Susanville Association, Sierra Army Depot, Lassen County Chamber of Commerce, and other organizations that are important stakeholders in the Region.

In addition the LCTC engages stakeholders in Nevada and Washoe County through the US 395 Coalition.

In the last few months the LCTC has welcomed several new members, or returning members, and staff felt it would be valuable to provide an overview of the LCTC's rolls and responsibilities, funding sources it is responsible for, and the types of projects and planning efforts the commission has helped promote.

ALTERNATIVES

Not applicable.

Attachments (1)