

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: DECEMBER 7, 2023

To: THE LASSEN COUNTY TRANSPORTATION COMMISSION:

Russ Brown, (City Council)	Tom Neely, (Co. Supervisor)
Quincy McCourt (City Council)	Chris Gallagher, (Co. Supervisor)
Kevin Stafford Vice-chair (City Council)	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, December 11 2023, 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/84086338458>

Meeting ID: 840 8633 8458

Passcode: 053180

One tap mobile

+12532050468,,84086338458# US

+12532158782,,84086338458# 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 November 13, 2023, 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 \$43,805.65. *

REQUESTED ACTION: Approve payment of Clerici Consulting fees and costs in the amount of \$43,805.65 as shown in Invoice #009-42 for November 2023.

1.42 Fiscal Year 2023/24 Overall Work Program and Budget Amendment #1 Corrective Action

REQUESTED ACTION: Adopt Resolution 23-16 augmenting Amendment #1 to the Fiscal Year 2023/24 Overall Work Program and Budget to account for additional RPA Carryover funds

1.43 Revisions to Resolution 23-09 FY 23/24 Allocation of TDA and STA Funds

REQUESTED ACTION: Adopt Resolution 23-17, Revising Transportation Development Act Fiscal Year 2023/24 Transportation Development Act Allocation of Local Transportation Funds as Previously Determined in Resolution 23-09

(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 Final Lassen County 2023 Regional Transportation Plan

REQUESTED ACTION: BY MOTION: Adopt the 2023 Regional Transportation Plan

4.12 Adoption of the 2024 Regional Transportation Improvement Program - RTIP

REQUESTED ACTION: BY MOTION: Adopt Resolution 23-14 approving the 2024 Regional Transportation Improvement Program (RTIP)

4.13 Senate Bill (SB) 125 Transit and Intercity Rail Capital Program / Zero Emission Transit Capital Program – Overview and Discussion

REQUESTED ACTION: BY MOTION: Adopt Resolution 23-13 allocating \$3,663,737 in Fiscal Year (FY) 2023/24 and FY 2024/25 Transit and Intercity Rail Capital Program Funds (TIRCP) and \$442,960 in FY 2023/24 & FY 2024/25 Zero Emission Transit Capital Program Funds (ZETCP) to the Lassen County Transportation Commission on behalf of the Lassen Transit Services Agency (LTSA).

4.14 Update LCTC Title VI and Public Participation Plan

REQUESTED ACTION: BY MOTION: adopt Resolution 21-15, adopting the Revised Public Participation and Title VI Plan as the Civil Rights (Title VI) Program for Lassen County Transportation Commission (LCTC)

(5) INFORMATION ITEMS

5.01 Executive Secretary Report

Updates:

- Lassen County Road Workshop
- First Quarter LTF update
- Legislation

(6) CORRESPONDENCE

6.01 None

(7) OTHER BUSINESS

7.1 Matters brought forth by the Commission

7.2 Next Commission Meeting – **Monday, January 8, 2024, at 1:30 p.m.**

7.3 Adjourn

* Attachment

Enclosure

^ Handout

ITEMS TENTATIVELY SCHEDULED FOR FUTURE MEETINGS: Election of Chari and Vice-Chair, mid fiscal year report on LCTC finances

LASSEN COUNTY TRANSPORTATION COMMISSION

MINUTES

Regular Commission Meeting

November 13, 2023

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 1:30 P.M.

Roll Call: Present: Albaugh, Gallagher, Neely, Stafford
Absent: Brown, McCourt

1.1 Pledge of Allegiance

The Pledge of Allegiance to the Flag was deferred.

1.2 Adoption of Agenda:

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

AYES: Albaugh, Gallagher, Neely, Stafford
NOES: None
ABSENT: Brown, McCourt
ABSTAIN: None

1.3 Approval of the October 16, 2023 Regular Meeting Minutes

The Commission was asked to adopt the Minutes of their October 16, 2023, Regular Meeting, as presented by staff.

Commissioner Albaugh noted that Commissioner McCourt was shown both present and absent in the Roll Call. The Executive Secretary noted that Commissioner McCourt was absent and will change the minutes to reflect that.

It was moved by Commissioner Brown and seconded by Commissioner Neely to approve the minutes (with the changes as discussed) as presented by staff. The motion was passed by the following vote:

AYES: Albaugh, Gallagher, Neely, Stafford
NOES: None
ABSENT: Brown, McCourt
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, Gallagher, Neely, Stafford
NOES: None
ABSENT: Brown, McCourt
ABSTAIN: None

2. CORRESPONDENCE/PUBLIC COMMENT

No written communications were received.

Verbal communications:

No verbal comments were received.

3. REPORTS

3.1 Caltrans

Michael Oguro provided an update to the Commissioners. There were not substantive changes to the projects currently of interest in the Region. Commissioners reminded him that there are a number of county roads (A3 for example) that are used as cutoff roads for the State Highway System and therefore receive unusually large amounts of heavy truck traffic. They reiterated their desire to either have the roads taken over by the state, or receive some funding to support maintenance for these roads. Mr. Oguro said he would look into it.

Mike also provided a follow-up for a question about traffic numbers on SR 139 and how Caltrans developed that information. Mike provided an overview of their traffic count system. There had also been a specific question about Johnstonville School Road, and speed limit enforcement at and near the school. Mike confirmed that a

speed study had not been done in some time, and that it was difficult to enforce speed laws (except in school zones) if a study had not been done recently.

3.2 CHP

Jason Grimm reported on CHP activities in the region including enforcement contacts, citations, warnings, DUI stops, and DUI collisions. He noted that of the 18 collisions investigated by CHP that 7 were solo wrecks. Commissioner Neely asked if they had noticed any increase in collisions with deer near the CHP office. He noted that they had not

3.3 City of Susanville

No Report was provided for the City of Susanville.

3.4 Lassen County

Pete Heimbigner introduce Jasleen Mutti recently hired into the public works department. Among her tasks Ms. Mutti will be taking over transit planning for the county.

3.5 Susanville Indian Rancheria

No Report was provided by the Susanville Indian Rancheria.

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 Zero Emission Vehicle Infrastructure Feasibility Study Progress Presentation

Analy Castillo of Stantec, and the Project Manager for the Zero-Emission Vehicle Infrastructure Feasibility Study (ZEV Study), provided an update on study progress, analysis to date, anticipated outcomes, and next steps to completion. She confirmed that the study would be done early in 2024. Here update included the purpose for the ZEV Study, including interactions with California Air Resources Board (the entity requiring the study) staff, project phases, key findings from existing conditions, constraints unique to Lassen County, and next steps.

The update included an overview of the analytical tools used, and how they were applied to the existing transit systems operations and plans for fleet development.

In addition, Ms. Castillo provided the schedule for the CARB Mandated transit vehicle conversion, and noted that although the LCTC was out of compliance with the deadline for developing the current study, staff had requested and received a waiver.

Important takeaways from the presentation and next steps. Hydrogen Fuel Cell vehicles which were originally part of the study were eliminated early on as infeasible. Current analysis indicate that the current status of EV transit bus development will not work in the environment that the transit provider operates in. For example there are not EV transit vehicles that come equipped with automatic chains which is critical when operating in an environment where it occasionally snows.

Commissioners voiced their skepticism about using EV's in the cold, mountainous a region. One commissioner questions the need to do the study. The Executive Secretary responded that it was required by CARB. He added that by using the tools recommended by CARB for the assessment, and those tools showing the infeasibility of beginning the conversion to EV transit vehicles, the region will have a strong argument to make against conversion at this time.

This was an information item. No action was required from the Commission.

4.12 Final Lassen County 2023 Regional Transportation Plan

The RTP serves as the planning blueprint to guide transportation investments in Lassen County involving local, state, and federal funding over the next twenty years.

Transportation improvements in the RTP are identified as short-range/constrained (2023-2033) or long-range/unconstrained (2034-2044). The RTP must be updated every five (5) years to comply with Caltrans guidelines and be eligible for many sources of funding. The last RTP update was adopted in 2017. Any transportation capital improvement projects funded with state or federal funds must be identified in the RTP.

Genevieve Evans, Project Manager for the update, reported that at their October Regular meeting, the Commission received an in-depth review of the RTP and the year-long effort to update the document. Since then, LCTC staff have completed the Final Lassen County 2023 Regional Transportation Plan and Initial Study Checklist/Proposed Negative Declaration. The Draft RTP was presented at the October 10th meeting for review and discussion. The RTP and Environmental Document were available for review and comment from October 6 - November 6 and circulated through the State Clearinghouse as required. Comments received on the Draft RTP and Environmental Document have been incorporated into the Final RTP.

Ms. Evans noted that since the draft RTP was circulated they had received comments from Lassen County and the public. Most of these comments helped fill in information in the RTP but had not changed the overall scope or vision of the document. She also

reported that the California Department of Fish and Wildlife had commented on the environmental document requesting that we pay special attention to wildlife crossings on major highways. These comments did not require recirculating the environmental document.

The Commissioners were asked to Adopt by separate motion the 2023 Regional Transportation Plan and Environmental Document.

It was moved by Commissioner Gallagher and seconded by Commissioner Neely to adopt the Environmental Document prepared for the 2023 Lassen County Regional Transportation Plan. The motion was passed by the following vote:

- AYES:** Albaugh, Gallagher, Neely, Stafford
- NOES:** None
- ABSENT:** Brown, McCourt
- ABSTAIN:** None

Commissioner Albaugh had concerns about the language stating that Lassen County supported the states GHG and climate change goals. He asked that they be removed or rewritten. The Executive Secretary noted that in order to get funding some mention of the states priorities would need to be in the document. He feared that by rejecting them the document would not be accepted by the state, and would disqualify the county from receiving state and federal funds. He stated that staff could work with Caltrans staff to develop language that would meet the Commissions views, but also not jeopardize future funding.

The Commission agreed to table adoption of the 2023 RTP to the December meeting, pending the revision of the language regarding the states GHG and climate change goals.

4.13 Senate Bill (SB) 125 Transit and Intercity Rail Capital Program / Zero Emission Transit Capital Program – Overview and Discussion

Senate Bill 125 (SB 125) amended the Budget act of 2023 to create a new one-time source of transit funding to address operational funding shortfalls created from the reduction in transit ridership during the COVID-19 pandemic and capital needs. Approximately \$5.1 billion of funding will be distributed by formula over four years and administered by Regional Transportation Planning Agencies (RTPAs), such as the Lassen County Transportation Commission (LCTC) to identify and program regional transit operations and capital projects. SB 125 is being implemented by the California State Transportation Agency (CalSTA).

The Executed Secretary provided an overview of SB 125, its major funding elements, how they apply to Lassen County transit, and potential uses for the money regionally. He updated them on staff discussions with CalSTA staff, Lassen Rural Bus, City and County staff, tribal representatives, and the public. He noted that the funds (thought

programmed for four years) can be spent beyond that deadline, there was significant flexibility to change plans as situations dictate, and that there would likely be follow up measures to fund transit beyond SB 125.

An allocation plan for these funds is due to CalSTA by the end of December. An outline of funding priorities will be brought to the Commission for approval at their December meeting.

This was an information item. No action was required from the Commission.

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** – The Coalition has a meeting scheduled for November 15.
- **WCB Wildlife Crossing Grant** – The agreement with the WCB has been signed and staff is in the process of finalizing the contract with Mark Thomas to do the work.
- **SB 125** – This is a new program to help fund transit in the wake of use changes as a result of covid and other work from home activities. There is significant funding available to Lassen County (\$4.1 million) to assist transit operations and capital investments. Staff, working with the LTSA, will prepare an application to secure the funding. Applications are due to the state by December 31.

6. CORRESPONDENCE

None.

7. OTHER BUSINESS

7.1 Matter brought forth by the Commission

No issues were brought forth by the Commission.

7.2 Next Commission Meeting

Next meeting of the LCTC will be on Monday, December 11, 2023, 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 3:43 p.m.

Submitted for approval by:

A handwritten signature in blue ink, consisting of stylized initials and 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: December 5, 2023 **AGENDA ITEM 1.41**

To: Lassen County Transportation Commission

From: John L Clerici, Executive Secretary 

Subject: Payment of Clerici Consulting for Executive Secretary and LCTC staffing fees and costs in the amount of \$43,805.65

REQUESTED ACTION

Approve payment of Clerici Consulting fees and costs in the amount of \$43,805.65 as shown in Invoice #009-42 for November 2023.

PAST ACTION

This is the Forty-second invoice under the contract with Clerici Consulting for Executive Secretary and staff services. This invoice includes a detailed invoice for charges for sub-consultant Borroum Engineering in the amount of \$18,836.64, and LSC Transportation Consultants for October in the amount of \$5,087.60 for October and \$4,845.00 for November.

DISCUSSION

Attached is Invoices #009-42, with supporting documentation, and a detailed Progress Report for the period beginning November 1, 2023, and ending November 30, 2023.

Special Note: This is the second 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:

- Follow up to LCTC November Commission and TAC meetings
 - Released Draft 2023 Revised Regional Transportation Plan for public review
 - Continued working with City and County staff to identify candidate projects for the 2024 STIP
 - Prepared Draft 2024 RTIP
 - Provided administrative support to the ZEV Infrastructure Feasibility study and document review and feed back.
 - Prepared draft data for SB 125 application
-
-

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 Coalition and the Sierra Alliance

These charges are consistent with the billing trends for the FY 2023/24 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: December 1, 2023
Invoice #: 009-042
Billing Cycle Ended: 11/1/2023 (November 1, 2023 - November 30, 2023)

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

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

Staff Member	Hours OWP	Hours WCB	Total Hours	Total Cost
John Clerici	77.00	25.00	102.00	\$ 15,036.41
Borroum Engineering	November			\$ 18,836.64
LSC Transportation Consultants	October			\$ 5,087.60
	November			\$ 4,845.00
Printing, copies, reproduction				No Charge
Travel (Lodging, meals)				No Charge
				TOTAL \$ 43,805.65
				Prior Balance \$ 29,773.81
				Payment \$ 29,773.81
				Total Due \$ 43,805.65



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

Billing Detail for Clerici Consulting --

Date	Hours										Wildlife Crossing	Labor Sub-Total OWP hours only		
	WE 100 - OWP Administration	WE 601A - General/General Transportation Planning	WE 601B - Active Transportation Planning	WE 601C - Transit Planning	WE 602 - Programming	WE 603 - Outreach	WE 604 - TDA	WE 705 - ZEV	WE 706 - GIS					
November														
1	1								1	1		2	5	
2												2	1	
3									1	1			4	
													2	
6	1											2	3	
7													1	
8	1									1		1	7	
9												1	3	
10									1	1		1	5	
													2	
13													1	
14	2												6	
15												2	2	
16										1			6	
17	1											2	3	
												2	2	
20												1	2	
21	1									1			6	
22												1	3	
23	1											1	3	
24													0	
													0	
27													0	
28													2	
29													3	
30													2	
													3	
													0	
Total OWP	8								15	12	6	5	0	77
									Billing Rate: \$143.33					
	\$ 1,146.64	\$ 4,156.57	\$ 286.66	\$ -	\$ 2,149.95	\$ 1,719.96	\$ 859.98	\$ 716.65	\$ -					\$ 11,036.41
WCB Hours	WCB Billing Rate: \$160.00													25
Total WCB	WCB Billing Rate: \$160.00													\$ 4,000.00

Total Labor \$ 15,036.41

PROGRESS REPORT
CLERICI CONSULTING ACTIVITIES

Project: Lassen County Transportation Commission
Clerici Consulting Project 009-042
Period: November 1, 2023 – November 30, 2023

WORK COMPLETED (through November 30, 2023)

SPECIFIC WORK ELEMENT RELATED ACTIVITIES

- **Work Element 100 – Administration**
 - Provided follow-up for the October 2023 Regular Commission meeting
 - Prepared agenda and handouts for November Regular Commission meeting
 - Attended November 2023 Regular Commission meeting

- **Work Element 601A – General/General Transportation Planning**
 - Prepared revised GIS grant for submittal to Caltrans to issue NTP
 - Continued process to update regional transportation needs assessment – list updates – Assisted county, city and SIR to update project lists
 - Attended Caltrans STPG workshop (11/15)
 - Participated in Caltrans D2 Volcanic Byway grant debrief (11/2)
 - Attended NSSR Rural Induced Demand Ad Hoc committee meeting (11/7)
 - Participated in Rural Counties Task Force meeting (11/17)
 - Participated in Caltrans D2 Semi-annual planning update (11/13)

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

- **Work Element 601C – Transit Planning**
 - Participated in SB 125 CalSTA briefing (11/7)
 - Participated in LCTC staff strategy meeting to prepare SB 125 submittal package (11/10)

- **Work Element 602 – Programming**
 - Continued to monitor 2022 STIP activities and respond to CTC comments and requirements for final adoption by the CTC
 - Continued to engage city and county staff to identify and perfect projects for the 2024 RTIP/STIP projects following up from October meeting

- Prepared Draft 2024 RTIP for Commission adoption at their December meeting
- Participated in Caltrans and County staff meeting on STIP projects Rehab D and E (11/30)
- **Work Element 603 – Outreach**
 - Provided interagency outreach through the LCTC Technical Advisory Committee
 - Followed up with TAC as needed to get input regional planning priorities
 - Provided follow-up to October TAC meeting
 - Attended November 2023 meeting
 - Participated in Sierra Alliance meeting (11/15)
 - Participated in US 395 Coalition Meeting (11/15)
- **Work Element 604 – TDA**
 - Processed other TDA related claims and transfers as needed
- **Work Element 705 – Zero Emission Infrastructure**
 - Participated in the following ZEV study meetings
 - Document review meeting with ZEV Consultants (11/1)
 - Provided review and comment on draft ZEV vehicle purchase strategy
 - Provided input on ZEV team presentation to the LCTC at their November meeting
- **WCB - Wildlife Crossing**
 - Engaged consulting team to discuss project initiation, budgeting, and schedule on multiple occasions
 - Reviewed and edited draft informational materials for public meetings
 - Made a project presentation to the US 395 Coalition
 - Made a project presentation to the Sierra Alliance
 - Performed administrative duties as required to implement grant

12/4/2023

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

Borroum Engineering
 633 Tamarindo Way
 Roseville, CA 95678

Invoice #38: Invoice Period: November 1, 2023 to December 1, 2023

HOURS									
DATE	OWP Task 100- Administration	OWP Task 601A - Transportation Planning - General	OWP Task 601B - Active Transportation Planning	OWP Task 601C - Transit Planning	OWP Task 602 - Programming	OWP Task 603 - Outreach	OWP Task 604 - TDA	OWP Task 705-EV Feasibility Study	Labour Sub-Total
November									
1					2		5	1	6
2							2	3	7
3		3					3	2	8
4w									0
5w									0
6		4					2	2	8
7		5			2		1	1	8
8		4					1	3	8
9		3			2		2	1	8
10		3			2				5
11w									0
12w									0
13		3					4	1	8
14		2					4		6
15		2					2		4
16		1			3				4
17					1		4		5
18w									0
19w									0
20		4			2			1	7
21		4			4				8
22		4			1			1	6
23w									0
24w									0
25w									0
26w									0
27		3			2		3		8
28		5					3		8
29		6					2		8
30		6					1	1	8
TOTAL	0	62	0	0	21	0	39	16	138
					Rate: \$121.28				
	\$ -	\$ 7,519.36	\$ -	\$ -	\$ 2,546.88	\$ -	\$ 4,729.92	\$ 1,940.48	\$ 16,736.64
Total this invoice:		\$ 16,736.64							

[Handwritten Signature]
 12/14/23

Borroum Engineering

Work assignments

Invoice period for November 1, 2023 to December 1, 2023

- 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 and in support of the ZEV project. This also includes work to analysis the County demographic changes. (OWP work element 601A, 601B, 601C,705)
- 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 705)
- Management and engineering oversight/support (OWP work element 705)


12/4/23

12/4/2023

**INVOICE TO CLERICI CONSULTING (re. Lassen County
Transportation Commission): Wildlife O/C**

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

Invoice #2: Invoice Period: November 1, 2023 to December 1, 2023

DATE	HOURS	
	Wildlife O/C	Labor Sub-Total
November		
1		
2		
3		
4w		
5w		
6	2	2
7	3	3
8		
9		
10		
11w		
12w		
13	2	2
14	3	3
15	1	1
16		
17		
18w		
19w		
20		
21		
22		
23h		
24h		
25w		
26w		
27	2	2
28		
29		
30	1	1
TOTAL	14	14
	Rate: \$150.00	
	\$ -	\$ 2,100.00

Handwritten signature
12/4/23

Total Invoice

\$2,100.00

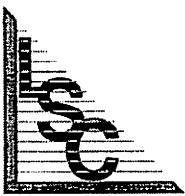
Borroum Engineering

Work assignments – Wildlife O/C

Invoice period for November 1, 2023 to December 1, 2023

- Review consultant work scopes and budgets
- Set up internal budget
- Review contracts and agreements


12/4/23



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 64522
 Date 11/21/2023
 Project 207081A LCTC On Call Assistance Work
 Element 601

Professional Services rendered through 10/27/2023
 Project Manager: Genevieve A. Evans

Professional Fees

	Hours	Rate	Billed Amount
Acadia W. Davis	3.00	105.00	315.00
Alexandra C. Silverman	1.00	80.00	80.00
Ariana Keplinger	6.75	80.00	540.00
Genevieve A. Evans	25.00	150.00	3,750.00
Justine E. Marmesh	1.00	105.00	105.00
Professional Fees subtotal	36.75		4,790.00

Reimbursables

	Billed Amount
Color Copies	274.80
Postage	22.80
Reimbursables subtotal	297.60

Invoice total 5,087.60

Invoice Summary

Description	Contract Maximum	Prior Billed	Current Billed	Remaining
General Planning	57,430.10	34,402.50	4,712.60	18,315.00
Regional Transp. Planning, Data Collection	80,970.40	80,970.40	0.00	0.00
Active Transportation	24,786.97	22,911.97	0.00	1,875.00
Transit Planning	22,050.00	10,200.00	375.00	11,475.00
.	0.00	0.00	0.00	0.00
Total	185,237.47	148,484.87	5,087.60	31,665.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
64304	10/16/2023	1,125.00		1,125.00			



John Clerici Consulting
Project 207081A LCTC On Call Assistance Work Element 601

Invoice number 64522
Date 11/21/2023

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
64522	11/21/2023	5,087.60	5,087.60				
	Total	6,212.60	5,087.60	1,125.00	0.00	0.00	0.00



**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: November 17, 2023

John Clerici
1555 Sean Drive
Placerville, CA 95667

Project: FY 2023-24 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 October 2023:

- Monthly staff team meeting
- General project coordination and regional transportation planning
- Presentation of Draft Regional Transportation Plan to LCTC Board and Public
- Completion of Final Regional Transportation Plan and Appendices
- Preparation work for SB 125 Allocation Package

Work performed for each OWP Work Element is as follows:

Work Element 601 – Total \$5,088

- A) General Planning - \$4,713
- B) Active Transportation Planning - \$0
- C) Transit Planning - \$375

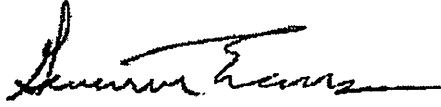
Work Element 603 – Community Outreach and Engagement - \$0

Work Element 705 – ZEV Study - \$0

Grand Total for September: \$5,088

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
Associate
LSC Transportation Consultants Inc.



**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: December 1, 2023

John Clerici
1555 Sean Drive
Placerville, CA 95667

Project: FY 2023-24 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 November 2023:

- Monthly staff team meeting
- General project coordination and regional transportation planning
- Incorporation of additional comments on Final Regional Transportation Plan and Appendices
- Work for SB 125 Allocation Package
- Status meeting for ZEB Rollout Plan

Work performed for each OWP Work Element is as

follows: Work Element 601 – Total \$4,695

- A) General Planning - \$4,095
- B) Active Transportation Planning - \$0
- C) Transit Planning - \$600

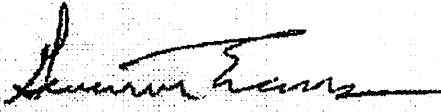
Work Element 603 – Community Outreach and Engagement - \$0

Work Element 705 – ZEV Study - \$150

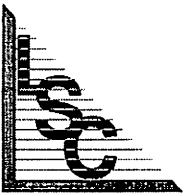
Grand Total for September: \$4,845

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
Associate
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 64574
 Date 12/06/2023

Project 207081A LCTC On Call Assistance Work
 Element 601

Professional Services rendered through 11/24/2023
 Project Manager: Genevieve A. Evans

Professional Fees

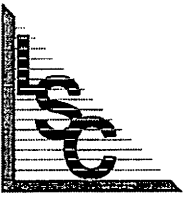
	Hours	Rate	Billed Amount
Acadia W. Davis	12.00	105.00	1,260.00
Alexandra C. Silverman	1.50	80.00	120.00
Ariana Keplinger	7.50	80.00	600.00
Genevieve A. Evans	16.00	150.00	2,400.00
Justine E. Marmesh	3.00	105.00	315.00
Professional Fees subtotal	40.00		4,695.00
		Invoice total	4,695.00

Invoice Summary

Description	Contract Maximum	Prior Billed	Current Billed	Remaining
General Planning	57,430.10	39,115.10	4,095.00	14,220.00
Regional Transp. Planning, Data Collection	80,970.40	80,970.40	0.00	0.00
Active Transportation	24,786.97	22,911.97	0.00	1,875.00
Transit Planning	22,050.00	10,575.00	600.00	10,875.00
.	0.00	0.00	0.00	0.00
Total	185,237.47	153,572.47	4,695.00	26,970.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
64304	10/16/2023	1,125.00		1,125.00			
64522	11/21/2023	5,087.60	5,087.60				
64574	12/06/2023	4,695.00	4,695.00				
Total		10,907.60	9,782.60	1,125.00	0.00	0.00	0.00



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 64575
 Date 12/06/2023
 Project 207085A Zero Emission Vehicle Plan

Professional Services rendered through 11/24/2023
 Project Manager: Genevieve A. Evans

Professional Fees

	Hours	Rate	Billed Amount
Genevieve A. Evans	1.00	150.00	150.00
		Invoice total	150.00

Invoice Summary

Description	Contract Maximum	Prior Billed	Current Billed	Remaining
Work Element - 705 ZEV Study	7,000.00	2,340.00	150.00	4,510.00
Total	7,000.00	2,340.00	150.00	4,510.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
64305	10/16/2023	105.00		105.00			
64575	12/06/2023	150.00	150.00				
Total		255.00	150.00	105.00	0.00	0.00	0.00



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 1.42**

Date: December 7, 2023

From: John L Clerici, Executive Secretary 

Subject: Fiscal Year 2023/24 Overall Work Program and Budget Amendment #1 Corrective Action

REQUESTED ACTION

BY MOTION: Adopt Resolution 23-16 augmenting Amendment #1 to the Fiscal Year 2023/24 Overall Work Program and Budget to account for additional RPA and SHA Grant Carryover funds

PAST ACTION & DISCUSSION

At your May 5, 2023, Regular Meeting you approved the FY23/24 Overall Work Program and Budget (OWP) for the Lassen County Transportation Commission. The OWP was subsequently received and approved by Caltrans and notification of such was sent to the Executive Secretary by email on June 22, 2023.

At your November 13, 2023 Regular Meeting, you approved Resolution 23-12 amending your FY 2023/24 OWP and Budget. The primary reason for the amendment was to include WE 706 the Lassen GIS Plan, funding for which was approved by Caltrans after your May meeting. In addition, Resolution 23-12 recognized and programmed \$3,500 of Rural Planning Assistance Carryover from FY 22/23. Staff later determined that the actual amount of RPA Carryover was \$10,543.86, a difference of \$7,43.86. Action by the Commission on this will rectify the difference and allow staff to allocate the funds within the amended OWP.

In addition, it was determined that there was \$99,755.78 associated with the WE 706 ZEV Infrastructure Feasibility Study that needed to be programmed by resolution as well before being applied to the FY 23/24 OWP and Budget. The resolution addresses that as well.

ALTERNATIVES

Provide direction to staff.

Attachments (1)

LASSEN COUNTY TRANSPORTATION COMMISSION

Resolution 23-16

Corrective Action to address Rural Planning Assistance (RPA) & State Highway Account (SHA) grant (ZEV) Carryover as part of Amendment #1 (Formal) to the Fiscal Year 2023/24 Overall Work Program and Budget

WHEREAS, the Lassen County Transportation Commission (LCTC) is the designated regional transportation planning agency for the Lassen County region, and an eligible recipient for transportation planning funds administered by the California Department of Transportation (Caltrans); and,

WHEREAS, the LCTC previously adopted a Fiscal Year 2023/24 Overall Work Program (OWP) on May 5, 2023; and,

WHEREAS, the LCTC adopted Amendment #1 to the FY 23/24 OWP and Budget at their November 13, 2023 Regular Meeting; and,

WHEREAS, in Amendment #1 the LCTC approved the allocation of \$3500 of RPA carryover from FY 2022/23 in Resolution 23-12 on November 13, 2023; and

WHEREAS, it was determined that the amount of RPA Carryover from FY 2022/23 was actually \$10,543.86, leaving an amount of \$7,043.86 unallocated in Amendment #1 of the FY 2023/24 OWP and Budget, and

WHEREAS, it was also determined that the amount of SHA – ZEV Grant - Carryover from FY 2022/23 was \$99,755.78, requiring specific allocation in Amendment #1 of the FY 2023/24 OWP and Budget,

NOW, THEREFORE, BE IT RESOLVED by the Lassen County Transportation Commission hereby adopts the Corrective action to Amendment #1 to the Fiscal Year 2023/24 Overall Work Program and Budget.

The foregoing resolution was passed and adopted at the December 11, 2023 meeting of the Lassen County Transportation Commission by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Aaron Albaugh
Chair, 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 Clerici, Executive Secretary

December 11, 2023



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: December 6, 2023

AGENDA ITEM 1.43

To: Lassen County Transportation Commission

From: John Clerici, Executive Secretary

Subject: Revisions to Resolution 23-09

REQUESTED ACTION; Adopt Resolution 23-17, Revising Transportation Development Act Fiscal Year 2023/24 Transportation Development Act Allocation of Local Transportation Funds as Previously Determined in Resolution 23-09

BACGROUND & DISCUSSION

On June 19, 2023, the Commission approved Resolution 23-09 which among other things allocated funding to the LTSA for transit operations during FY 23/24. Subsequent to this, available funding has changed necessitating a revision to the June allocations.

In FY 22/23 the LTSA’s transit system operational expenses were budgeted at \$1,664,080. This year, FY 23/24, the operational expenses are \$1,794,245. Over the last 5 years, the operating expenses have increased 48%. The major funding sources to cover these expenses has only increased 21% over this same period. This year is the first year that a shortfall is foreseen. The total LTF and STA funds for transit during FY 23/24 is estimated to be \$1,073,607. The requested funding is \$1,098,561. Leaving a \$24,954 shortfall.

This is common among transit systems throughout California. As a consequence, SB 125 was approved with the FY 23/24 State Budget allocating additional funds to transit systems. Allocation of SB 125 funds is addressed with agenda item 4.13.

RECOMMENDATION

Approve the accompanying resolution.

Attachment (1)

LASSEN COUNTY TRANSPORTATION COMMISSION
Resolution 23-17

Resolution Revising Transportation Development Act Fiscal Year 2023/24 Transportation Development Act Allocation of Local Transportation Funds as Previously Determined in Resolution 23-09

WHEREAS, pursuant to California Government Code, Title 7.95, Section 67950, the Lassen County Transportation Commission (LCTC) was created as a local planning agency to provide regional transportation planning for the area of Lassen County; and

WHEREAS, California Government Code Section 29532.1(g) identifies LCTC as the designated Regional Transportation Planning Agency (RTPA) for Lassen County, and is responsible for the planning, allocating and/or programming of funds and administration of the Transportation Development Act of 1971 (TDA), as amended thereafter; and

WHEREAS, the allocations of Local Transportation (LTF) and State Transit Assistance (STA) as allocated in Resolution 23-09 need to be revised to reflect updated revenue and expense estimates; and

WHEREAS, it is important that these revised amounts be approved to support the Commission operations and the transit system during the 23/24 fiscal year.

NOW, THEREFORE, BE IT RESOLVED, that the Lassen County Transportation Commission shall approve the following allocations and reservation of LTF and STA funds:

1. To the Lassen County Auditor for the Commission's portion of the County's assigned overhead in the amount of \$1,414.
2. To the Lassen County Transportation Commission for administration and planning in the amount of \$190,466 per the prior approved Overall Work Plan.
3. Reserve 2% of the LTF funds remaining after the overhead, administration, and planning costs (estimated to be \$14,400) for subsequent allocation to the County or the City for purposes of pedestrian and bicycle facilities.
4. To the Lassen Transit Services Agency, the estimated total remaining LTF funds available for allocation (\$679,420) for Article 4 purposes.
5. To the Lassen Transit Services Agency, the estimated total STA funds available for allocation (\$394,177) for transit operational purposes.

The foregoing resolution was passed and adopted the December 11, 2023, meeting of the Lassen County Transportation Commission by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Aaron Albaugh, Chairman
Lassen County Transportation Commission

The foregoing instrument is a correct copy of the original on file in this office.
Executive Secretary of the Lassen County Transportation Commission in and for the County of Lassen, State of California.

December 11, 2023
John L. Clerici, Executive Secretary



LASSEN COUNTY TRANSPORTATION COMMISSION
REGIONAL TRANSPORTATION PLANING AGENCY

555 CAPITOL MALL, SUITE 600
SACRAMENTO, CA 95814

John L. Clerici, Executive Secretary

P.O. Box 1028
SUSANVILLE, CA 96130

Staff Report

To: Lassen County Transportation Commission

AGENDA ITEM 4.11

Date: December 6, 2023

From: Genevieve Evans, LCTC Staff

Subject: Final Lassen County 2023 Regional Transportation Plan

REQUESTED ACTION: By Motion, Adopt the 2023 Regional Transportation Plan

PAST ACTION

At their November 13, 2023 Regular Meeting Commissioners were presented with the Final Lassen County 2023 Regional Transportation Plan (RTP) and Environmental Document (Initial Study) for adoption. This followed several meetings where Commissioners were provided updates on the progress of revising the RTP. The RTP and Initial Study had to be approved under separate motions. At the November meeting, Commissioners adopted the Initial Study, but did not approve the RTP. At that time there were concerns about language stating that Lassen County supported the full range of environmental, air quality, and mobility initiatives promoted in Sacramento.

Staff was tasked with revising this language so that it more accurately reflected the Commissions views, but did not jeopardize the RTP's viability. The revised text is provided in this staff report as Attachment A.

The changes do not substantively affect the RTP and so the previously approved Negative Declaration does not have to be considered at this time.

BACKGROUND/DISCUSSION

One of the major planning responsibilities of the LCTC is the development of the Regional Transportation Plan (RTP). The RTP serves as the planning blueprint to guide transportation investments in Lassen County involving local, state, and federal funding over the next twenty years. Transportation improvements in the RTP are identified as short-range/constrained (2023-2033) or long-range/unconstrained (2034-2044). The RTP must be updated every five (5) years to comply with Caltrans guidelines and be eligible for many sources of funding. The last RTP update was adopted in 2017. Any transportation capital improvement projects funded with state or federal funds must be identified in the RTP.

The overall focus of the 2023 RTP is directed at developing a coordinated and balanced multi-modal regional transportation system that is financially constrained to the revenues anticipated over the life of the plan. The coordination focus brings the County, Caltrans, the City of Susanville, government resource agencies, commercial and agricultural interests, Susanville Indian Rancheria, and citizens into the planning process. The balance is achieved by considering investment and improvements for moving people and goods across all types of transportation including automobiles, public transit, bicycle, pedestrian, trucking, railroad, and aviation.

This 2023 update of the RTP did not significantly change the scope or goals of the prior RTP. Changes to the RTP from the Draft version to the Final version include:

- Highlighting certain active transportation projects deemed particularly important for the region
- Clarified description of the role of the LTSA
- Expanded description of rail and freight
- Clarification of some Caltrans projects
- Updated traffic volume data
- Strengthen discussion on wildlife connectivity concerns as suggested by the US Fish and Wildlife comment letter on the Environmental Document
- A variety of clerical error corrections and clarifications

RECOMMENDATION – Approve the Final RTP as presented by staff.

Original:

Climate Change and Resiliency

Goal 7: Reduce GHG emissions from transportation related activities within the Lassen County boundaries to support the state's efforts under AB-32 and to mitigate the impact of climate change.

Policy 7.1: Consider GHG emissions as part of every transportation capital improvement project decision.

Policy 7.2: Pursue projects with that decrease GHG impacts that are realistic given the very rural nature of Lassen County, including transit programs, ridesharing programs, bicycle and pedestrian improvements, Intelligent Transportation Systems strategies, Smart Mobility and Smart land use decisions, and maintenance of existing roadways to reduce vehicle emissions.

Policy 7.3: Pursue projects to improve the resiliency of the transportation system to extreme weather events and aid in emergency evacuation/response.

With Changes:

Climate Resiliency

Goal 7: Comply with state requirements imposed on transportation related activities with respect to climate impacts.

Policy 7.1: Consider climate implications of every transportation capital improvement project.

Policy 7.2: Pursue projects which decrease negative climate impacts that are realistic given the very rural nature of Lassen County, including transit programs, ridesharing programs, bicycle and pedestrian improvements, Intelligent Transportation Systems strategies, Zero-Emission Vehicles, Smart Mobility and Smart land use decisions, and maintenance of existing roadways to reduce vehicle emissions.

Policy 7.3: Pursue projects to improve the resiliency of the transportation system to extreme weather events and aid in emergency evacuation/response.

Original:

RTPAs that are not located within the boundaries of a metropolitan planning organization (which LCTC is not) are not subject to the S375 provisions, which require addressing regional GHG targets in the RTP and preparation of sustainable community strategies. As traffic volumes are generally low in the region, Lassen County is not a significant contributor to GHG emissions. Regardless, this RTP identifies improvements to bicycle and pedestrian facilities that will encourage residents and visitors to use alternatives to private vehicles for transportation, thereby helping to reduce GHG emissions.

With Changes:

RTPAs that are not located within the boundaries of a metropolitan planning organization (which LCTC is not) are not subject to the SB375 provisions, which require addressing regional GHG targets in the RTP and preparation of sustainable community strategies. As traffic volumes are generally low in the region, Lassen County is not a significant contributor to GHG emissions. However, in order to comply with the statewide standards and goals related to climate change, this RTP identifies strategies that encourage emission reduction, including improvements to bicycle and pedestrian facilities that will encourage residents and visitors to use alternatives to private vehicles for transportation.

Original in Negative Declaration

Discussion: As the RTP projects focus primarily on the improvement of existing roadway facilities, the potential for significant impacts on utilities and service systems is low. Any RTP projects that expand transportation facilities include passing lanes or new bike/ped paths and it is unlikely these projects would have an impact on utilities. RTP projects could have direct impacts on utilities or service systems, during project construction on a project-specific basis. The statewide transition to ZEVs and LCTC's support of this transition may impact utility systems within the County and any environmental impacts of ZEV infrastructure projects will be evaluated on a project-specific level.

With Changes:

Discussion: As the RTP projects focus primarily on the improvement of existing roadway facilities, the potential for significant impacts on utilities and service systems is low. Any RTP projects that expand transportation facilities include passing lanes or new bike/ped paths and it is unlikely these projects would have an impact on utilities. RTP projects could have direct impacts on utilities or service systems, during project construction on a project-specific basis. The mandated statewide transition to ZEVs for transit operators, including Lassen Rural Bus, may impact utility systems within the County and any environmental impacts of ZEV infrastructure projects will be evaluated on a project-specific level.



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 4.12**

Date: November 9, 2023

From: John L Clerici, Executive Secretary 

Subject: Adoption of the 2024 Regional Transportation Improvement Program - RTIP

REQUESTED ACTION

BY MOTION: Adopt Resolution 23-14 approving the 2024 Regional Transportation Improvement Program (RTIP)

BACKGROUND

The State Transportation Improvement Program (STIP) is a five-year capital improvement program of transportation projects on and off the State Highway System, funded with revenue from the State Highway Account and other funding sources (most notably SB 1). STIP programming generally occurs every two years. The programming cycle begins with the release of a proposed fund estimate in July of odd-numbered years, followed by California Transportation Commission (CTC) adoption of the fund estimate in August (odd years). The fund estimate serves to identify the amount of new funds available for the programming of transportation projects.

Once the fund estimate is adopted, Caltrans and the regional planning agencies (the LCTC) prepare transportation improvement plans for submittal by December 15th (odd years). Caltrans prepares the Interregional Transportation Improvement Plan (ITIP) and regional agencies prepare Regional Transportation Improvement Plans (RTIP's). Public hearings are held in January (even years) in both northern and southern California. The STIP is adopted by the CTC by April (even years).

Local agencies work through their Regional Transportation Planning Agency (RTPA), County Transportation Commission, or Metropolitan Planning Organization (MPO), as appropriate, to nominate projects for inclusion in the STIP. In our case the Lassen County Transportation Commission (LCTC) is responsible for working with the City of Susanville, Lassen County, and the Susanville Indian Rancheria, to identify and nominate a list of projects for inclusion in the Lassen County RTIP.

Once projects are programmed, agencies may begin the project implementation process. It is important to note that there are timely use of funds rules associated with STIP projects that are established by statute and outlined in both the STIP Guidelines adopted by the CTC and Chapter 23 of the Local Assistance Program Guidelines.

Locally, the RTIP can include capital projects associated with the state highway system. The Gateway Project associated with US 395 are an example of this type of project, as well as capital overlay projects on local streets and roads. Any project that is nominated through the RTIP/STIP process must be consistent with the Lassen County Regional Transportation Plan.

Over the past four months Commission staff has met with City of Susanville, Lassen County, Caltrans and CTC staff to determine the best mix of projects to be included in the 2024 STIP. This has included detailed re-evaluation of projects being carried over from the 2022 STIP, and potential new projects to be nominated as part of the 2024 cycle. Caltrans District 2 staff have been consulted to make sure that our actions conform to the most current STIP guidelines.

Projects implemented from the 2022 STIP include:

- County Rehab Project B
- County Rehab Project C
- City Rehab Project FD

This represents an investment in excess of \$5,000,000 in STIP funding for the region.

DISCUSSION

The draft 2024 Regional Transportation Improvement Program is ready for your review and adoption. As mentioned, it is the result of extensive discussions between your staff, the City of Susanville, Lassen County, Caltrans and other regional stakeholders.

The current programming target for either augmenting or new projects for the 2024 STIP is \$6,550,000. The current requests for either augmentation to currently programmed project or implantation of new projects is \$5.7 million. In addition, LCTC staff is requesting \$320,000 of new programming of PPM funding during this STIP cycle. This will leave a balance of \$530,000 to carryover to the next STIP cycle, or to accommodate changes in currently programmed projects as needed.

The following are the highlights from the 2022 RTIP:

Projects Carried Over from the 2022 RTIP/STIP

- **County Rehab D (PPNO 2600)**– Standish Road, Mapes Lane to US 395 North. Rehabilitate roadway
 - Programmed \$2,015,000
 - Requested action – Combine County Rehab D and E will be combined and built in FY 23/24. The STIP request will be \$3,100,000
- **County Rehab E (PPNO 2601)** – Standish Road, US 395 to Honey Girl Road East. Rehabilitate roadway

- Programmed \$2,015,000
- Requested action – Combined with County Rehab D as described above.
- **Planning, Programming & Monitoring (PPNO 02-2124)** – Used primarily for staff to fund development of new projects, planning and other transportation work as needed.
 - Programmed – FY 24/25 \$40,000, FY 25/26 \$40,000
 - Requested action – Increase allocation for FY’s 24/25 and 25/26 to \$80,000. Program FY’ 26/27 through FY 29/29 at \$80,000 per year.

New Projects proposed for 2024 RTIP

The following are new projects being proposed by the City and County for inclusion in the 2024 STIP

Lassen County

County Rehab F:

Johnstonville Road/Center Road Rehab (near the community of Johnstonville):

- Pulverization of existing A/C surfacing
- Re-shaping, and compacting as base and completing a 3-inch asphalt concrete overlay complete with aggregate base shoulders
- \$3,200,000 for construction

City of Susanville

Rehab FE:

Multiple Road Sections

- South Lassen
- Alexander
- Russell
- Fair
- Johnstonville
- Paiute
- Pulverization of existing A/C surfacing
- Re-shaping, and compacting as base and completing a 3-inch asphalt concrete overlay complete with aggregate base shoulders
- \$2,600,000 for construction

NEXT STEPS

Staff will finalize cost and scheduling for each proposed projects and will transmit the final 2024 RTIP for Lassen County to the California Transportation Commission prior to the December 15, 2023 deadline.

ALTERNATIVES Direct staff to consider an alternative list of projects.

LASSEN COUNTY TRANSPORTATION COMMISSION
Resolution 23-14
Adopting the 2024 Regional Transportation Improvement Program (RTIP)

WHEREAS, the Lassen County Transportation Commission (LCTC) is the Regional Transportation Planning Agency (RTPA) for Lassen County and the incorporated City of Susanville; and,

WHEREAS, the LCTC has the responsibility under State law to program projects in the Regional Improvement Program funds by adopting a program of projects in the RTIP, which is to be programmed as part of the State Transportation Improvement Program (STIP) by the California Transportation Commission; and,

WHEREAS, the LCTC has a programming target of \$6.55 million and a maximum estimated share of \$8.68 million; and,

WHEREAS, LCTC staff has worked with representatives from the City of Susanville, Lassen County and Caltrans to develop a list of eligible projects that meet the programming target;

NOW THEREFORE BE IT RESOLVED, that the Lassen County Transportation Commission hereby adopts the 2024 Regional Transportation Improvement Program.

The foregoing resolution was passed and adopted at the December 11, 2023 meeting of the Lassen County Transportation Commission by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Aaron Albaugh, 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 December 11, 2023



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 4.13**

Date: December 6, 2023

From: John L Clerici, Executive Secretary 

Subject: Transit & Intercity Rail Capital Program & Zero Emission Transit Capital Program Funding Allocation

REQUESTED ACTION By Motion, Adopt Resolution 23-13 allocating \$3,663,737 in Fiscal Year (FY) 2023/24 and FY 2024/25 Transit and Intercity Rail Capital Program Funds (TIRCP) and \$442,960 in FY 2023/24 & FY 2024/25 Zero Emission Transit Capital Program Funds (ZETCP) to the Lassen County Transportation Commission on behalf of the Lassen Transit Services Agency (LTSA)

BACKGROUND

The Transit and Intercity Rail Capital Program (TIRCP) was created by Senate Bill (SB) 862 (Chapter 36, Statutes of 2014) and modified by SB 9 (Chapter 710, Statutes of 2015), to provide grants from the Greenhouse Gas Reduction Fund (GGRF) to fund transformative capital improvements that will modernize California’s intercity, commuter, urban rail systems, and bus and ferry transit systems, to significantly reduce emissions of greenhouse gases, vehicle miles traveled, and congestion.

AB 102 (Chapter 38, Statutes of 2023) and SB 125 (Chapter 54, Statutes of 2023) amended the Budget Act of 2023 to appropriate \$4,000,000,000 of General Fund to the TIRCP over the next two fiscal years as well as \$910,000,000 of GGRF funding and \$190,000,000 of Public Transportation Account (PTA) funding over the next four fiscal years to establish the Zero-Emission Transit Capital Program (ZETCP). SB 125 provided additional direction with regards to the funding appropriated in the Budget Act of 2023. It created specific categories for funding as follows:

1. \$3,995,000,000 over the next two fiscal years (FY 2023/24 and FY 2024/25) shall be distributed pursuant to a population-based formula to regional transportation planning agencies (RTPA) as defined in Section 7 of these guidelines. The bill authorizes RTPAs to use the moneys for highpriority transit capital projects consistent with the uses allowed in Cycle 6 of the TIRCP, which includes existing projects seeking to maintain or obtain federal or local funding commitments, project development for major projects that are seeking to enter or have already entered project development with federal partners, or for new TIRCP projects. As in Cycle 6, all capital projects must both increase ridership and reduce greenhouse gas emissions, in common with traditional

TIRCP project requirements. The funding may also be used to fund transit operating expenses that prevent service cuts and increase ridership for operators within the RTPA's jurisdiction, subject to compliance with requirements and further detail described in Section 6 of the TIRCP guidelines.

2. \$1,100,000,000 over the next four fiscal years (FY 2023/24 through FY 2026/27) shall be for the establishment of the Zero-Emission Transit Capital Program (ZETCP) and requires funds under the program to be allocated to RTPAs pursuant to a population-based formula and another formula based on transit operator revenues within the jurisdiction of these RTPAs, as specified (the formula described is consistent with the current State Transit Assistance formula). The bill authorizes RTPAs to use the moneys for zero emission transit equipment, including, but not limited to, zero-emission vehicles and refueling infrastructure and, subject to compliance with requirements described in Section 6 of the TIRCP guidelines, to use those moneys to fund transit operating expenditures that prevent service reduction or elimination in order to maintain or increase ridership.

DISCUSSION

Eligible recipients of TIRCP and ZETCP funding are RTPAs, as defined in Section 13987(j) of the Government Code. TIRCP funding will be allocated in both FY 2023/24 and FY 2024/25 to RTPAs according to a population-based formula after each recipient first receives \$300,000 of base funding. ZETCP funding over the four years from FY 2023/24 to FY 2026/27 will be allocated to RTPAs pursuant to a population-based formula and another formula based on transit operator revenues within the jurisdiction of individual RTPAs. This formula matches the approach used to calculate State Transit Assistance (STA) distribution. RTPAs have the discretion to suballocate or distribute funds within their region based on local needs, existing procedures, policies, or priorities, as long as required SB 125 program requirements and goals are met, including addressing how operating needs are expected to be met with SB 125 and/or other resources.

Lassen County Transportation Commission (LCTC) received notification that the TIRCP Final Guidelines were approved on September 29, 2023, confirming the FY 2023/24 and FY 2024/25 TIRCP and ZETCP allocation amounts. As the RTPA, it is LCTC's role to allocate TIRCP and ZETCP funding to each project sponsor under the authority of LCTC. According to the TIRCP Final Guidelines, LCTC's allocation for FY 2023/24 & 2024/25 TIRCP is \$3,663,737 and \$442,960 for FY 2023/24 & 2024/25 ZETCP. Since LTSA is the only transit operator in the LCTC region, staff is recommending the bulk of the funds be allocated to LTSA. These plans have been made in consultation with LTSA staff and utilizing the transit planning documents for Lassen County. Staff may reserve a small amount of funding for special studies as described below.

LCTC plans to use the \$3,663,737 in FY 2023/24 & FY 24/25 TIRCP and \$442,960 in FY 2023/2024 & 24/25 ZETCP funds to deliver four projects that are consistent with TIRCP and ZETCP guidelines and are based on recommendations contained in the Lassen County Short- and Long-Range Transit Plans and the 2023 LCTC Draft Zero Emission Vehicle Infrastructure Feasibility Study. The projects are:

1. Augmentation to anticipated transit operating deficits as described in the Lassen County Transit Plan.

2. Implementation of infrastructure described in the Draft Zero Emission Vehicle Infrastructure Feasibility Study.
3. Implementation of transit demonstration projects
4. Development of a Lassen County EV infrastructure plan for passenger vehicles and trucks

Per the TIRCP and ZETCP guidelines, each RTPA seeking allocation of funding shall complete an Initial Allocation Package by December 31, 2023. Each Allocation Package shall include, as applicable, the following:

- Signed Cover Letter
- Allocation Package Narrative Explanation
- Allocation Package Detailed Project Description
- ZETCP Project Summary Fact Sheet
- Summary Excel table including the proposed uses of TIRCP and ZETCP funds by fiscal year of availability
- Regionally representative transit operator data

LCTC will submit the Allocation Package by December 31, 2023, and the requested funding will be allocated to LCTC no later than April 30, 2024.

NEXT STEPS

LCTC Staff, working with the local transit provider and CalSTA staff will submit a funding allocation package before the December 31, 2023 deadline.

Attachment

LASSEN COUNTY TRANSPORTATION COMMISSION
Resolution 23-13
Allocating Fiscal Year 2023/24 & 2024/25 Transit & Intercity Rail Capital Program
& Zero Emission Transit Capital Program Funding

WHEREAS, the Lassen County Transportation Commission (LCTC) is the designated regional transportation planning agency for the Lassen County region, and an eligible recipient for transportation planning funds administered by the California State Transportation Agency; and,

WHEREAS, California Government Code Section 29532.1(g) identifies EDCTC as the designated regional transportation planning agency for El Dorado County, exclusive of the Lake Tahoe Basin; and is responsible for the planning, allocating and/or programming of funds; and,

WHEREAS, on September 29, 2023, the California State Transportation Agency approved the Budget Act of 2023 SB 125 Formula-Based Transit and Intercity Rail Capital Program (TIRCP) and Zero Emission Transit Capital Program (ZETCP) Final Guidelines and allocation amounts for the 2023/24 fiscal year (FY); and,

WHEREAS, LCTC is responsible for allocating TIRCP and ZETCP funds to each project sponsor under the authority of LCTC; and,

WHEREAS, LCTC has determined that a total of \$3,663,737 in TIRCP FY 2023/24 funds and \$442,960 in ZETCP FY 2023/24 funds are available for transit purposes, subject to consistency with the California State Transportation Agency's SB 125 TIRCP and ZETCP Guidelines; and,

WHEREAS, the Lassen Transit Services Agency (LTSA) is an eligible project sponsor and may receive state funding from the TIRCP and ZETCP for transit projects; and.

WHEREAS, LCTC and LTSA have determined appropriate TIRCP and ZETCP projects consistent with the Lassen County Transit Plan and 2023 Draft Zero Emission Vehicle Infrastructure Feasibility Study and TIRCP and ZETCP Guidelines; and,

WHEREAS, the four appropriate TIRCP and ZETCP projects are:

1. Augmentation to anticipated transit operating deficits as described in the Lassen County Transit Plan.
2. Implementation of infrastructure described in the Draft Zero Emission Vehicle Infrastructure Feasibility Study.
3. Implementation of transit demonstration projects
4. Development of a Lassen County EV infrastructure plan for passenger vehicles and trucks; and.

NOW, THEREFORE, BE IT RESOLVED by the Lassen County Transportation Commission that the fund recipient, LCTC, and the fund sub-recipient, LTSA, agree to comply with all conditions and requirements set forth in the Budget Act of 2023 SB 125 Formula-Based Transit and Intercity Rail Capital Program (TIRCP) & Zero Emission Transit Capital Program (ZETCP) Final Guidelines and applicable statutes, regulations, and guidelines for all TIRCP and ZETCP funded transit projects.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the LCTC Executive Secretary and the LTSA Executive Director be authorized to execute all required documents of the TIRCP and ZETCP and any Amendments thereto with the California State Transportation Agency.

The foregoing resolution was passed and adopted at the December 11, 2023 meeting of the Lassen County Transportation Commission by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Aaron Albaugh
Chair, 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.

December 11, 2023

John Clerici, Executive Secretary

**2024 Regional Transportation Improvement Program
TEMPLATE**

Regional Agencies will provide RTIP cover

INSERT COVER LETTER

2024 REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM (2024 RTIP)

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A. Overview and Schedule

Section 1. Executive Summary

For the 2024 RTIP, LCTC will continue prioritizing the completion of previous State Transportation Improvement Program (STIP) funded projects, important to improving mobility, enhancing economic activity and providing for needed road maintenance in the region. Unlike the 2022 RTIP this RTIP will spend a significant portion of the regional share allocated by the CTC. In addition, the LCTC will request that some projects programmed in the 2022 RTIP be merged and moved forward for construction.

This RTIP continues the regional shift from the development of capital projects and focusing more on maintenance of existing transportation infrastructure.

The 2024 RTIP identifies over \$ 10 million of capital improvements on transportation infrastructure (spread over 6 distinct capital projects) during the 5-year programming horizon. For this STIP the LCTC will be increasing programming of Planning, Programming and Monitoring (PPM) to help with the growing demand for general and specific transportation planning and project management across a variety of modes.

Section 2. General Information

- **Regional Agency Name**
Lassen County Transportation Commission

- **Agency website links for Regional Transportation Improvement Program (RTIP) and Regional Transportation Plan (RTP).**

Regional Agency Website Link: <http://www.LassenCTC.com>
RTIP document link: <http://www.LassenCTC.com/library>
RTP link: <http://www.lassenregionalplan.com/read-me/>

- **Regional Agency Executive Director/Chief Executive Officer Contact Information**

Name John Clerici
Title Executive Secretary
Email jlfclerici@gmail.com
Telephone 530-919-9739

- **RTIP Manager Staff Contact Information**

Name	John Clerici	Title	Executive Secretary
Address	PO Box 1028		
City/State	Susanville, CA		
Zip Code	96130		
Email	jlfclerici@gmail.com		
Telephone	530-919-9739		

- **California Department of Transportation Headquarter Staff Contact Information**

Name Sudha Kodali
Address Department of Transportation. Mail Station 82. P.O. Box 942874
City/State Sacramento, CA
Zip Code 94274
Email sudha.kodali@dot.ca.gov
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- **California Transportation Commission (CTC) Staff Contact Information**

Name Kacey Ruggiero
Address 1120 N Street
City/State Sacramento, CA
Zip Code 95814
Email Kacey.Ruggiero@catc.ca.gov
Telephone 916-707-1388

Section 3. Background of Regional Transportation Improvement Program (RTIP)

A. What is the Regional Transportation Improvement Program?

The Regional Transportation Improvement Program (RTIP) is a program of highway, local road, transit and active transportation projects that a region plans to fund with State and Federal revenue programmed by the California Transportation Commission in the State Transportation Improvement Program (STIP). The RTIP is developed biennially by the regions and is due to the Commission by December 15 of every odd numbered year. The program of projects in the RTIP is a subset of projects in the Regional Transportation Plan (RTP), a federally mandated master transportation plan which guides a region's transportation investments over a 20 to 25 year period. The RTP is based on all reasonably anticipated funding, including federal, state and local sources. Updated every 4 to 5 years, the RTP is developed through an extensive public participation process in the region and reflects the unique mobility, sustainability, and air quality needs of each region.

B. Regional Agency's Historical and Current Approach to developing the RTIP

The primary planning document which guides transportation planning, investment priorities, and ultimately delivery is the RTP, updated every five years. The RTP illustrates the regional transportation goals, objectives, policies, and performance measures within a fiscally constrained framework of short-term and long-term transportation projects and programs. LCTC staff works very closely with the City of Susanville, County of Lassen, Lassen Transit Service Agency, the Susanville Indian Rancheria, and Caltrans in the development of the RTP.

A Technical Advisory Committee representing the agencies described above was also consulted in developing the RTIP, as were environmental, business, agriculture, and ranching interests. In preparation for each RTIP cycle, LCTC staff works with these partner agencies and groups to prioritize projects, included within the current RTP, for consideration in the RTIP.

Many of the projects submitted in this RTIP have been part of an ongoing planning process, as outlined in the Lassen County Regional Transportation Plan, Active Transportation Plan, and other planning documents and efforts.

Section 4. Completion of Prior RTIP Projects (Required per Section 78)

The 2022 STIP primarily consisted of a mix of partially-funded projects on the state highway system and a number of local street rehab projects. Projects either completed, or that will be completed, from the 2022 STIP include:

<p>Susanville Southeast Gateway</p> <p>State Route 36, from PM 26.2 to 26.7</p>	<p>In the City of Susanville on State Route 36</p> <ul style="list-style-type: none"> • Construct curb gutter and sidewalk • ADA compliant ramps • Widen shoulders • Safety lighting • Landscaping and irrigation 	<p>RW \$50,000</p> <p>CON \$2,277,000</p>
<p>Riverside Drive Ped/Bicycle Trail</p> <p>South side of Riverside Drive – Riverside Park to Susan River Trail</p>	<p>In the City of Susanville along Riverside Drive</p> <ul style="list-style-type: none"> • Construct paved class 1 bike path 	<p>PS&E \$300,000</p> <p>RW \$150,000</p>
<p>County Rehab D Standish-Buntingville Road (County Road 301) US 395 east to Honey Girl Lane</p>	<p>In the community of Janesville:</p> <ul style="list-style-type: none"> • Pulverization of existing A/C surfacing • Re-shaping, and compacting as base and completing a 3-inch asphalt concrete overlay complete with aggregate base shoulders 	<p>CON \$2,015,000</p>

Section 5. RTIP Outreach and Participation

A. RTIP Development and Approval Schedule

Action	Date
CTC adopts Fund Estimate and Guidelines	August 16-17, 2023
Caltrans identifies State Highway Needs	September 15, 2023
Caltrans submits draft ITIP	October 15, 2023
CTC ITIP Hearing, South	November 1, 2023
CTC ITIP Hearing, North	November 8, 2023
Regional Agency adopts 2024 RTIP	December 11, 2023
Regions submit RTIP to CTC	December 15, 2023
Caltrans submits ITIP to CTC	December 15, 2023
CTC STIP Hearing, North	January 25, 2024
CTC STIP Hearing, South	February 1, 2024

CTC publishes staff recommendations	March 1, 2024
CTC Adopts 2024 STIP	March 21-22, 2024

B. Community Engagement

Public notices related to the RTIP were posted in August, October, November and December 2023.

The availability of the RTIP promoted projects was announced at the October 16, 2023 Regular Meeting of the Lassen County Transportation Commission. In addition, staff discussed the development of the RTIP at LCTC Regular meetings in August, October and November, including presentations by Lassen County and City of Susanville staff.

LCTC staff engaged the Technical Advisory Committee on three occasions (August 7, October 10, and November 6, 2023) to develop a list of nominated projects, provide project information and selection criteria, and draft a list of proposed projects for RTIP consideration.

The Draft RTIP project list was submitted to the LCTC Board at their November 6, 2023 Regular meeting, for review and preliminary approval. LCTC staff then engaged the TAC again on December 4, 2023, for the development of the final proposed RTIP. The LCTC Board approved the final RTIP at their December 11, 2023, Regular meeting.

C. Consultation with Caltrans District (Required per Section 20)

Caltrans District: 2

LCTC staff, in coordination with the City of Susanville and Lassen County met with Caltrans District 2 staff to discuss the 2024 Lassen County RTIP on the following date.

August 30, 2023

In addition, LCTC staff had opportunities to engage Caltrans staff at the Technical Advisory Committee meetings on August 7, October 10, November 6, and December 4, 2023.

B. 2024 STIP Regional Funding Request

Section 6. 2024 STIP Regional Share and Request for Programming

A. 2024 Regional Fund Share Per 2024 STIP Fund Estimate

Regional Share through Fiscal Year 2028/29	\$6,550,000
Maximum Estimated Share through Fiscal Year 2027/28	\$8,680,000

B. Summary of Requested Programming –

Project Name and Location	Project Description	Requested RIP Amount
Planning, Programming and Monitoring	Planning, programming, and monitoring	\$80,000 FY 24/25 \$80,000 FY 25/26 \$80,000 FY 26/27 \$80,000 FY 27/28 \$80,000 FY 28/29
Beaver Creek Bridge Pittville Road (County Road 111) over Beaver Creek	Near the town of Bieber on Pittville Road. Replace 2-lane bridge	CON* \$504,000 *match to HBP
County Rehab E* Standish-Buntingville Road (County Road 301) From Mapes Lane to US 395 North *Rehab D&E will be combined and delivered in Fy 23/24	Near the community of Standish: <ul style="list-style-type: none"> • Pulverization of existing A/C surfacing • Re-shaping, and compacting as base and completing a 3-inch asphalt concrete overlay complete with aggregate base shoulders 	CON \$3,100,000
County Rehab F Johnstonville Road/Center Road Rehab	Near the community of Johnstonville <ul style="list-style-type: none"> • Pulverization of existing A/C surfacing • Re-shaping, and compacting as base and completing a 3-inch asphalt concrete overlay complete with aggregate base shoulders 	CON \$3,200,000*
City of Susanville Rehab FE (multiple road sections) <ul style="list-style-type: none"> • South Lassen • Alexander • Russell 	<ul style="list-style-type: none"> • Pulverization of existing A/C surfacing • Re-shaping, and compacting as base and completing a 3-inch asphalt concrete overlay 	CON \$2,600,000

<ul style="list-style-type: none">• Fair• Johnstonville• Paiute	complete with aggregate base shoulders	
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Section 7. Overview of Other Funding Included With Delivery of Regional Improvement Program (RIP) Projects

Provide narrative on other funding included with the delivery of projects included in your RTIP. Discuss if project’s other funds will require Commission approval for non-proportional spending allowing for the expenditure of STIP funds before other funds (sometimes referred to as sequential spending). **Insert information in the table below.**

Click here to enter text.

Proposed 2024 RTIP	Total RTIP	Other Funding					Total Project Cost
		ITIP	STBG/ CMAQ	Fund Source 1	Fund Source 2	Fund Source 3	
Beaver Creek Bridge 7C-82	\$504,000				Local HBP \$1,958,500		\$2,212,500
							-
Totals	-	-	-	-	-	-	-

Notes: Click here to enter text.

Section 8. Interregional Transportation Improvement Program (ITIP) Funding and Needs

The purpose of the Interregional Transportation Improvement Program (ITIP) is to improve interregional mobility for people and goods in the State of California. As an interregional program, the ITIP is focused on increasing the throughput for highway and rail corridors of strategic importance outside the urbanized areas of the state. A sound transportation network between and connecting urbanized areas ports and borders is vital to the state's economic vitality. The ITIP is prepared in accordance with Government Code Section 14526, Streets and Highways Code Section 164 and the STIP Guidelines. The ITIP is a five-year program managed by Caltrans and funded with 25% of new STIP revenues in each cycle. Developed in cooperation with regional transportation planning agencies to ensure an integrated transportation program, the ITIP promotes the goal of improving interregional mobility and connectivity across California.

The Lassen County region does not have any ITIP project priorities or funding requests for the 2024 cycle.

Looking forward, improvements to US 395 from east of Susanville to Reno are expected to be a high-priority for the region, and may be a candidate ITIP project.

Section 9. Projects Planned Within Multi-Modal Corridors

There are no applicable projects that fit the guidelines with the Lassen County.

Section 10. Highways to Boulevards Conversion Pilot Program

There are no applicable projects for highways to boulevards conversion pilot program in Lassen County.

11. Complete Streets Consideration (per Section 26)

Given the mix of projects proposed in the 2024 RTIP currently being considered for Lassen County, there are no opportunities to incorporate complete streets concepts at this time. However, the region will continue to look for ways to incorporate them in the future.

C. Relationship of RTIP to RTP/SCS/APS and Benefits of RTIP

Section 12. Regional Level Performance Evaluation (per Section 22A of the guidelines)

The LCTC does not currently monitor quantitative performance measures. The LCTC does provides a qualitative assessment of the benefits of this RITP below Table B (1a).

A. Regional Level Performance Indicators and Measures (per Appendix B of the STIP Guidelines).

Use the following Table B1 to indicate quantitatively the overall regional level performance of your Regional Transportation Plan (RTP). For regions outside a MPO, a second Table B1(a) may be used as a replacement to Table B1. Table B1(a) is included on the next page.

Table B1			
Evaluation – Regional Level Performance Indicators and Measures			
Goal	Indicator/Measure	Current System Performance (Baseline)	Projected System Performance (indicate timeframe)
Congestion Reduction	Vehicle Miles Traveled (VMT) per capita.	NA	
	Percent of congested VMT (at or below 35 mph)		
	Commute mode share (travel to work or school)		
Infrastructure Condition	Percent of distressed state highway lane-miles		
	Pavement Condition Index (local streets and roads)		
	Percent of highway bridges by deck area classified in Poor condition		
	Percent of transit assets that have surpassed the FTA useful life period		
System Reliability	Highway Buffer Index (the extra time cushion that most travelers add to their average travel time when planning trips to ensure on-time arrival)		
	Accessibility and on-time performance for rail and transit		
Safety	Fatalities and serious injuries per capita		
	Fatalities and serious injuries per VMT		
Economic Vitality	Percent of housing and jobs within 0.5 miles of transit stops with frequent transit service		
	Mean commute travel time (to work or school)		
	Farebox recovery ratio		
Environmental Sustainability	Change in acres of agricultural land		
	CO ₂ emissions reduction per capita		

Table B1(a) Evaluation – Rural Specific Regional Level Performance Indicators and Measures			
Goal	Indicator/Measure	Current System Performance (Baseline)	Projected System Performance (indicate timeframe)
Congestion Reduction	Vehicle Miles Traveled per capita, area, by facility ownership, and/or local vs tourist	NA	
	Peak Volume/Capacity Ratio or Thresholds (threshold volumes based on HCM 2010)		
	Commute mode share (travel to work or school)		
Transit	Total operating cost per revenue mile		
Infrastructure Condition	Distressed lane-miles, total and percent, by jurisdiction		
	Pavement Condition Index (local streets and roads)		
Safety	Total accident cost per capita and VMT		
Environmental Sustainability	Land Use Efficiency (total developed land in acres per population)		

LCTC Qualitative Assessment

The LCTC has used the following performance measures in developing the 2024 RTIP: Congestion Reduction, Infrastructure Condition and Safety.

1. **Congestions Reduction:** Data such as vehicles miles travelled per capita, area, by facility ownership and/or local vs tourist in not maintained in Lassen County. Mobility is measured based on Level of Service (LOS) on roadways within the region.
2. **Infrastructure Condition:** in keeping with the State of California’s efforts to “fix it first” preserving the existing road system remains a high priority in the Regional Transportation Plan. The City of Susanville and Lassen County have few viable options when it comes to rehabilitating deteriorated roadways. For these agencies, the RTIP is the best funding option at this time. Roadways that carry a significant level of traffic continue to deteriorate throughout the region. While there will probably always be a need for one or two capacity increasing projects within the region, the need for preserving the existing roadway system is equally as great. Seven of the nine projects being promoted in the 2024 RTIP will improve the condition of regional roadways.
3. **Safety:** Safety is monitored through the accident rate (accidents per million vehicle miles of travel) for State highways. Lassen County does not keep accident rates on County roads within the region primarily due to a lack of comprehensive traffic count data. The LCTC continues to make substantial progress toward completing counts on several roadways; however more counts are needed to have a comprehensive data set for the entire region. The majority of accidents in Lassen County occur on the State Highway

system. The 2024 RTIP contains Nine (9) projects that will help improve transportation/mobility safety in Lassen County including projects on the State Highway System.

Section 13. Regional and Statewide Benefits of RTIP

Implementing projects in the 2024 RTIP for Lassen County will achieve the following regional and interregional transportation benefits.

- Provide improved access to and from primary employment centers and locations of regional importance via SR 36 and SR 139. Including:
 - Banner Lassen Medical Center
 - Lassen Community College
 - Susanville Municipal Airport
 - Diamond Mountain Casino and Hotel
 - Lassen High School
 - Lassen County Offices
 - City of Susanville City Hall
- Build upon a growing active transportation system by creating new Class I and II bicycle routes as well as sidewalks and pedestrian amenities connecting primary government, employment, and commercial centers.
- Reduce congestion and potential for accidents and delay.
- Improve system performance and reduce VMT to contribute to the emissions reductions targets desired for the region and the state.

D. Performance and Effectiveness of RTIP

Section 14. Evaluation of Cost Effectiveness of RTIP (Required per Section 22B)

Table B2			
Evaluation – Cost-Effectiveness Indicators and Measures			
Goal	Indicator/Measure (per thousand dollar invested)	Current Level of Performance (Baseline)	Projected Performance Improvement (indicate timeframe)
Congestion Reduction	Reduce Vehicle Miles Traveled (VMT) per capita	NA	
	Reduce Percent of congested VMT (at or below 35 mph)		
	Change in commute mode share (travel to work or school)		
Infrastructure Condition	Reduce percent of distressed state highway lane-miles		
	Improve Pavement Condition Index (local streets and roads)		
	Reduce percent of highway bridge deck area in Poor Condition		
	Reduce percent of transit assets that have surpassed the FTA useful life period		
System Reliability	Reduce Highway Buffer Index (the time cushion added to the average commute travel times to ensure on-time arrival).		
	Improve accessibility and on-time performance for rail and transit		
Safety	Reduce fatalities and serious injuries per capita		
	Reduce fatalities and serious injuries per VMT		
Economic Vitality	Increase percent of housing and jobs within 0.5 miles of transit stops with frequent transit service		
	Reduce mean commute travel time (to work or school)		
	Increase farebox recovery ratio		
Environmental Sustainability	Change in acres of agricultural land		
	CO ₂ emissions reduction per capita		

Table B2(a)			
Evaluation – Rural Specific Cost-Effectiveness Indicators and Measures			
Goal	Indicator/Measure	Current System Performance (Baseline)	Projected Performance (indicate timeframe)
Congestion Reduction	Change in VMT per capita, area, by facility ownership, and/or local vs tourist		NA
	Change in Peak Volume/Capacity Ratio or Thresholds (threshold volumes based on HCM 2010)		
	Change in Commute mode share (travel to work or school)		
Transit	Change in Total operating cost per revenue mile		
Infrastructure Condition	Change in Distressed lane-miles, total and percent, by jurisdiction		
	Change in Pavement Condition Index (local streets and roads)		
Safety	Change in Total accident cost per capita and VMT		
Environmental Sustainability	Change in Land Use Efficiency (total developed land in acres per population)		

Table B3			
Evaluation – Project Changes or Increased Capacity Benefits			
Project Type Or Mode	Changes to Built Environment	Indicator/Measure	Benefits or Performance Improvement at Project Completion
State Highway	New general purpose lane-miles		NA
	New HOV/HOT lane-miles		
	Lane-miles rehabilitated		
	New or upgrade bicycle lane/sidewalk miles		
	Operational improvements		
	New or reconstructed interchanges		
	New or reconstructed bridges		
Transit or Intercity Rail	Additional transit service miles		
	Additional transit vehicles		
	New rail track miles		
	Rail crossing improvements		
	Station improvements		
Local Streets and Roads	New lane-miles		
	Lane-miles rehabilitated		
	New or upgrade bicycle lane/sidewalk miles		
	Operational improvements		
	New or reconstructed bridges		

Section 15. Project Specific Evaluation (Required per Section 22D)

The Lassen region RTIP nominations total less than \$15 million. Therefore, project-specific benefit evaluations do not apply.

E. Detailed Project Information

Section 16. Overview of Projects Programmed with RIP Funding

Provide summary of projects programmed with RIP funding including maps in the text field below as required per the STIP Guidelines.

Below is an overview of projects programmed in the 2024 RTIP. Location descriptions and phasing plans for the project included in the 2024 RTIP are in the appendices Section 15.

- **(PPNO 2562) Beaver Creek Bridge – Pittville Road (County Road 111) over Beaver Creek. Match to HBP grant – Bridge replacement/construction**

Programmed \$504,000 as a match to HBP grant for construction in FY 24/25.

No Changes have been requested for the 2024 STIP

- **(PPNO 2601) County Rehab (E) – Standish-Buntingville Road (County Road 301) From Mapes Lane to US 395 North**

Programmed \$2,015,000 for project construction in FY 24/25

Requesting project be combined with (PPNO 2600) County Rehab D with combined budget of \$3,100,000, and programmed in FY 23/24. Remaining \$870,000 be returned to Lassen Count STIP share for reallocation.

- **(PPNO 2652) Count Rehab (F) Johnstonville Road/Cener Road Rehab**

This is a new project – Not programmed in the 2022 STIP

Requesting \$3,200,000 for construction in FY 25/26.

(PPNO 2653) Susanville Rehab Project FE

This is a new project – Not programmed in the 2022 STIP

Requesting \$2,600,000 for construction in FY 25/26.

- **(PPNO 2124) Planning, Programming and Monitoring**

Programmed \$40,000 in FY 24/25 and FY 25/26

Requesting FY 24/25 and FY 25/26 allocations be increased to \$80,000. Requesting \$80,000 PPM allocation in FY 26/27, FY 27/28 and FY 28/29.

F. Appendices

Section 17. Projects Programming Request Forms (Provide Cover Sheet) – Regional Agencies will add their PPRs in this section for each project included in the RTIP, whether it is a project reprogrammed from the 2022 STIP, or a new project.

Section 18. Board Resolution or Documentation of 2024 RTIP Approval (Provide Cover Sheet) – Agencies will add their resolution or meeting minutes.

Section 19. Fact Sheet (1-2 pages). (See Section 50). The fact sheet will be posted on the Commission’s website and must comply with state and federal web accessibility laws and standards.

Section 20. Documentation on Coordination with Caltrans District (Optional) (With Cover Sheet)

Section 21. Detailed Project Programming Summary Table (Optional)

Section 22. Alternative Delivery Methods (Optional)

Section 23. Additional Appendices (Optional)

Section 17 Projects Programming Request Forms

1. Beaver Creek Bridge – Pittville Road (County Road 111) over Beaver Creek. Match to HBP grant.
2. County Rehab (E) – Standish-Buntingville Road (County Road 301) From Mapes Lane to US 395 North
3. County Rehab (F) -- Rehab section of A1 (Eagle Lake Road) from Hwy 139 to MP 5 (5mi).
4. City Rehab Project FE – Various road sections -- South Lassen – Cypress to Susan River, Alexander – Riverside to Sierra, Main to 200 feet south of Bunyan, Fair Drive – Main to Russell, Johnstonville – Skyline to Riverside, Paiute – Skyline to Glenn
5. Planning, Programming and Monitoring



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 4.14

Date: December 6, 2023

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: Update LCTC Title VI and Public Participation Plan

REQUESTED ACTION: By Motion, adopt Resolution 21-15, adopting the Revised Public Participation and Title VI Plan as the Civil Rights (Title VI) Program for Lassen County Transportation Commission (LCTC)

BACKGROUND & DISCUSSION

LCTC is eligible to receive federal transportation funds. To this end LCTC is required to ensure that its services, activities and programs are distributed in an equitable manner; and conform to Title VI of the Civil Rights Act of 1964 as amended, as well as Presidential Executive Orders 12898 and 13166.

Title VI requires that no person in the United States, on the grounds of race, color or national origin be excluded from, be denied the benefits of, or be subjected to discrimination, under any program or activity receiving federal financial assistance. In furtherance of Title VI, Presidential Executive Orders 12898 addresses environmental justice in minority and low-income populations; and 13166 addresses services to those individuals with limited English proficiency.

At the September 16, 2019, Regular Meeting, the LCTC adopted its first Title VI and Public Participation Plan as a stand-alone agency. Title VI requires periodic updates to the document to address changes in applicable law and to reflect current methods of reaching the various stakeholder groups described therein.

Staff distributed the existing plan to Caltrans, the Technical Advisory Committee (TAC) and the Social Services Technical Advisory Committee (SSTAC) for review and suggest revisions. The revised document reflects all comments received, as well as updates needed to reflect changes in LCTC commissioner composition, staffing, critical dates, and to reflect changes in outreach tools and techniques not available in 2019.

RECOMMENDATIONS

Staff recommends that the Board accept as complete and adopt the attached LCTC Public Participation and Title VI Plan. The TAC concurs with this recommendation.

ALTERNATIVES

Provide direction to staff.

LASSEN COUNTY TRANSPORTATION COMMISSION
Resolution 21-15

Resolution Adopting a Civil Rights (Title VI) Program
for the Lassen County Transportation Commission

WHEREAS the Lassen County Transportation Commission is a recipient of Federal revenues and is required to meet federal regulatory requirements for Title VI of the Civil Rights Act of 1964, established by 49 CFR part 21.7; and,

WHEREAS, Lassen County Transportation Commission is required to ensure that its federally supported transportation services, activities and programs are distributed in an equitable manner; and conform to Title VI of the Civil Rights Act of 1964 as amended, as well as Presidential Executive Orders 12898 and 13166; and,

WHEREAS, the Lassen County Transportation Commission assures that all residents and visitors of Lassen County are afforded meaningful access to our programs, activities and services; and,

WHEREAS, a Title VI Program meeting federal requirements is required to be submitted to the Federal Transit Administration to receive federal transportation funds; and,

NOW, THEREFORE, BE IT RESOLVED, that the Lassen County Transportation Commission hereby approves and adopts the LCTC Title VI & Public Participation Plan.

The foregoing resolution was adopted by the Lassen County Transportation Commission at its December 11, 2023, meeting by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Aaron Albaugh, 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

December 11, 2023