

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: JANUARY 5, 2024

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, January 8 2024, at 1:30 p.m.**

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

**The meeting will use zoom for remote viewers.**

**Join Zoom Meeting**

<https://us06web.zoom.us/j/85094655477>

Meeting ID: 850 9465 5477

Passcode: 614188

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 December 11, 2023, Regular Meeting: **Motion Required**

1.31 Election of 2024 Officers: **Motion Required**

**Elect a Chair and Vice-Chair to preside at meetings of the Commission for the calendar year 2024.**

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 \$34,725.29. \*

**REQUESTED ACTION: Approve payment of Clerici Consulting fees and costs in the amount of \$34,725.29 as shown in Invoice #009-43 for December 2023.**

**(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 Zero Emission Vehicle Infrastructure Feasibility Study Roll-out Plan for Adoption

**REQUESTED ACTION: BY MOTION: Adopt the Final ICT and ZEB Roll-out Plan for Lassen County and direct staff to transmit the plan to the California Air Resources Board**

**(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, March 11, 2024, at 1:30 p.m.**

7.3 Adjourn

\* Attachment

# Enclosure

^ Handout

ITEMS TENTATIVELY SCHEDULED FOR FUTURE MEETINGS: LCTOP Exchange with Tehama County, report on City/County/SIR road and transportation workshop/update on SB 125 funding package

**LASSEN COUNTY TRANSPORTATION COMMISSION**

**MINUTES**

Regular Commission Meeting

**December 11, 2023**

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

1:30 P.M. Open Session

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**1:30 P.M. OPEN SESSION**

**1. Convene**

*The Chair called the meeting to order at 1:30 P.M.*

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

**1.1 Pledge of Allegiance**

*The Pledge of Allegiance to the Flag recited.*

**1.2 Adoption of Agenda:**

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

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

**1.3 Approval of the November 13, 2023 Regular Meeting Minutes**

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

*Commissioner Brown noted that he was not at the meeting but was shown as participating in two agenda items. The Executive Secretary noted that Commissioner Brown was absent and will change the minutes to reflect that.*

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

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

#### **1.4 Approval of Consent Calendar**

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

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

### **2. CORRESPONDENCE/PUBLIC COMMENT**

*No written communications were received.*

*Verbal communications:*

*No verbal comments were received.*

### **3. REPORTS**

#### **3.1 Caltrans**

*No Report was provided by Caltrans.*

#### **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 a significant number were solo accidents which is not uncommon for the region. Also, of the 14 arrests made, 9 were for DUI. 70 citations were issued which is low for the month. Commissioners McCourt and Albaugh inquired if the reduced number of citations was a result of reduced staffing. Yes staffing is down due to transfers and retirements. Recruiting is not keeping pace with staffing losses.*

#### **3.3 City of Susanville**

*No Report was provided for the City of Susanville.*

### **3.4 Lassen County**

*Pete Heimbigner reported on the work being proposed in the 2024 RTIP for County Road A3. Reported that they would be meeting with Modoc County on strategies to deliver work proposed for the Beiber Lookout Road project. Pete commented that bids for the project came in higher than expected.*

### **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 Final Lassen County 2023 Regional Transportation Plan**

*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. 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 was presented for review and comment.*

*As part of this agenda item Elizabeth Norton had asked that the Commissioners be informed that she would likely be bringing an item to begin the planning process to purchase and develop a vital link of the Biz Johnson Trail west and south of Susanville. The proposal is considered consistent with the non-motorized elements of the RTP.*

*Commissioners were asked to Adopt the 2023 Regional Transportation Plan as updated by staff.*

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

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

#### **4.12 Adoption of the 2024 Regional Transportation Improvement Program - RTIP**

*The Commission was asked to adopt, by motion, Resolution 23-14 approving the 2024 Regional Transportation Improvement Program (RTIP).*

*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 SB1). 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.*

*The draft 2024 Regional Transportation Improvement Program is the result of extensive discussions between your staff, the City of Susanville, Lassen County, Caltrans and other regional stakeholders.*

*Commissioner Albaugh asked if the \$80,000 (per year for the five years of the RTIP) in Planning, Programming and Monitoring funds requested by the LCTC benefits the County and City. Public Works directors for each agency answered the funds allowed for more flexibility in planning and implementing projects.*

*It was moved by Commissioner McCourt and seconded by Commissioner Neely to adopt the Resolution 23-14 and the 2024 Lassen County Regional Transportation Improvement Program as presented by staff. The motion was passed by the following vote:*

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

#### **4.13 Transit & Intercity Rail Capital Program & Zero Emission Transit Capital Program Funding Allocation**

*Commissioners were asked to Adopt, by motion, 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 (L TSA).*

*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.*

*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. LCTC’s allocation for FY 2023/24 & 2024/25 TIRCP is \$3,663,737 and \$442,960 for FY 2023/24 & 2024/25 ZETCP.*

*It was moved by Commissioner McCourt and seconded by Commissioner Neely to adopt Resolution 23-13 and direct staff to submit the SB125 Allocation Plan (as presented by staff) to CalSTA by the December 31 deadline. The motion was passed by the following vote:*

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

**4.14 Update LCTC Title VI and Public Participation Plan**

*Commissioners were asked to Adopt, by motion, 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).*

*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. It was moved by Commissioner Stafford and seconded by Commissioner McCourt to adopt the Resolution 23-15 Revised Public Participation and Title VI Plan as the Civil Rights (Title VI) Program for Lassen County Transportation Commission (LCTC). The motion was passed by the following vote:*

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

## **5. INFORMATION ITEMS**

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

### **5.01 Executive Summary Report**

*The Executive Secretary reported the following:*

- ***US 395 Update** – The Coalition met on November 15 to review highway projects currently being developed for US 395 in Nevada, and the recently approved wildlife crossing planning and design effort being developed by LCTC using a grant from the Wildlife Conservation Board. Commissioner Gallagher commented that he thought the meeting was well done.*
- ***First Quarter LTF Update** – LTF revenue for the first quarter of FY 23/24 was up about 4%. This was consistent across the state, and in keeping with other sales tax reports.*
- ***Legislation** – The legislature is out of session, returning in early January 2024.*

## **6. CORRESPONDENCE**

*None.*

## **7. OTHER BUSINESS**

### **7.1 Matter brought forth by the Commission**

*Commissioner McCourt suggested that the “road diet” for Main Street (SR36) may be coming back on the radar since it was proposed back in 2019. Bob Godman added that a traffic study performed by UC Berkeley supported the safety benefits of such a proposal. LCTC Staff will review with city on best way to approach the issue.*

*Commissioner Albaugh asked if Michael Webb’s replacement would be willing to come to a meeting to report on maintenance activities for Caltrans District 2.*

### **7.2 Next Commission Meeting**

*Next meeting of the LCTC will be on Monday, January 8, 2024, at 1:30 PM, at the City of Susanville, City Council Chambers, 66 North Lassen Street, Susanville, CA.*

**7.3 Adjourn**

*The meeting was adjourned at 2:35 p.m.*

*Submitted for approval by:*

A handwritten signature in blue ink, appearing to be 'John Clerici', written over a horizontal line.

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

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Staff Report

Date: January 5, 2024

**AGENDA ITEM 1.31**

To: Lassen County Transportation Commission

From: John L Clerici, Executive Secretary

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

Subject: Election of 2023 Officers

Staff Report

**REQUESTED ACTION**

Elect a Chair and Vice-Chair to preside at meetings of the Commission for calendar year 2024.

**PAST ACTION**

Each year the Commission elects a Chair and Vice-Chair from its 6-member board. The last election was held on March 13, 2023.

**DISCUSSION**

At your December 12, 2022 Regular Meeting, you adopted new by-laws which called for the election of a chair and vice-chair to serve for one year. The election is to be held at the January Regular Meeting.

Currently Supervisor Albaugh is serving as Chair, and Councilmember Stafford is serving as Vice-chair. There are no limits on how many times a Commissioner can serve as Chair or Vice-chair nor on a Commissioner serving consecutive terms.

For the purposes of this exercise staff recommends that the position of Chair be voted on first, and then the position of Vice-chair.

**ALTERNATIVES**

Commission to provide direction to staff.



**LASSEN COUNTY TRANSPORTATION COMMISSION**  
REGIONAL TRANSPORTATION PLANING AGENCY

555 CAPITOL MALL, SUITE 600  
SACRAMENTO, CA 95814

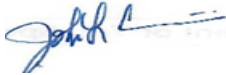
P.O. Box 1028  
SUSANVILLE, CA 96130

John L. Clerici, Executive Secretary

Staff Report

Date: January 4, 2024 **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 \$34,725.29

**REQUESTED ACTION**

Approve payment of Clerici Consulting fees and costs in the amount of \$34,725.29 as shown in Invoice #009-43 for December 2023.

**PAST ACTION**

This is the Forty-third 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 \$14,448.24.

**DISCUSSION**

Attached is Invoices #009-43, with supporting documentation, and a detailed Progress Report for the period beginning December 1, 2023, and ending December 31, 2023.

Note: This is the third 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 December Commission and TAC meetings
- Released Draft 2023 Revised Regional Transportation Plan for adoption by Commission
- Prepared and submitted Final 2024 RTIP to CTC
- Provided administrative support to the ZEV Infrastructure Feasibility study and document review and feed back.
- Prepared final SB 125 application package and submitted to CalSTA prior to the legislated deadline

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 as needed

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:** January 1, 2024

**Invoice #** 009-043

**Billing Cycle Ended:** 12/31/2023 (December 1, 2023 - December 31, 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	85.00	33.00	118.00	\$ 17,463.05
Borroum Engineering LSC Transportation Consultants	December December			\$ 14,448.24
2023 RTP Environmental Doc Filing Fee				\$ 2,814.00
Travel (Lodging, meals)				No Charge
				<b>TOTAL \$ 34,725.29</b>
				Prior Balance \$ 43,460.65
				Payment \$ 43,460.65
				<b>Total Due \$ 34,725.29</b>



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

1/1/2024

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					
December														
1	1				1					1			2	6
4		2			2									0
5		1			1									0
6	1	2			1									2
7														1
8	1	3			2					1				3
11	2													0
12		3			1									0
13	1	4			1									3
14		3			1									5
15		3			1					1				5
18										4				9
19														0
20	1													0
21		2								1				0
22	1				1									0
25														0
26														0
27		3			1									0
28		3												4
29		1			1					1				1
														3
														0
Total OWP	8	35	0	2	17	12	6	5	0					85
	\$ 1,146.64	\$ 5,016.55	\$ -	\$ 286.66	\$ 2,436.61	\$ 1,719.96	\$ 859.98	\$ 716.65	\$ -	Billing Rate: \$143.33				\$ 12,183.05

WCB Hours	33
Total WCB	\$ 5,280.00

Total Labor \$ 17,463.05

**PROGRESS REPORT**  
**CLERICI CONSULTING ACTIVITIES**

Project: Lassen County Transportation Commission  
Clerici Consulting Project 009-043  
Period: December 1, 2023 – December 31, 2023

**WORK COMPLETED (through December 31, 2023)**

**SPECIFIC WORK ELEMENT RELATED ACTIVITIES**

- **Work Element 100 – Administration**
  - Provided follow-up for the November 2023 Regular Commission meeting
  - Prepared agenda and handouts for December Regular Commission meeting
  - Attended December 2023 Regular Commission meeting
  - Participated in
  
- **Work Element 601A – General/General Transportation Planning**
  - Delivered 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 RTPA annual meeting (12/11)
  - Attended NSSR SB 125 workshop (12/1)
  - Participated in Rural Counties Task Force meeting (12/5)
  -
  
- **Work Element 601B – Active Transportation Programming**
  - No work was done in this work element.
  
- **Work Element 601C – Transit Planning**
  - Participated in LCTC staff strategy meeting to prepare SB 125 submittal package (11/10)
  - Submitted SB 125 package to CalSTA by the December 31 deadline
  
- **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 Final 2024 RTIP for Commission adoption at their December meeting & submitted to the CTC by the December 15 deadline
- **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 November TAC meeting
    - Attended December 2023 meeting
  - Participated in NSSR SB 125 Workshop (12/1)
  - Submitted draft and final Title VI/Public Engagement Plan to the Commission for review and approval
- **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 (12/27)
  - Provided on Final ZEV vehicle purchase strategy
  - Provided guidance
- **WCB - Wildlife Crossing**
  - Engaged consulting team to discuss project initiation and team interaction
  - Participated in project development meetings (12/6, 12/7, 12/15)
  - Reviewed and edited draft informational materials for public meetings
  - Performed administrative duties as required to implement grant

1/2/2024

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

Borroum Engineering  
633 Tamarindo Way  
Roseville, CA 95678

Invoice #89: Invoice Period: December 1, 2023 to January 1, 2024

DATE	HOURS										
	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	Labor Sub-Total		
December											
1		2			0		2	0	4		
2w											
3w											
4		1					1	2	4		
5		5			1				6		
6		2			3		1	1	7		
7		4					1	1	6		
8		1			2			4	7		
9w									0		
10w		6			4		3		13		
11		2					2	1	5		
12		3					1		4		
13		3					2		5		
14		3					1		4		
15		3					2		5		
16w		3					1		4		
17w									0		
18		4					3		7		
19		3					2		5		
20		2					2		4		
21		3					1		4		
22		3					1		4		
23w									0		
24w									0		
25w									0		
26									0		
27		1							1		
28		3		2				5	10		
29		2		2				4	8		
30w									0		
31w									0		
TOTAL	0	53	0	4	10	0	23	18	108		

Rate: \$121.28

\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$

Total this invoice: \$ 13,098.24

*[Handwritten signature and date 1/2/24]*

## Borroum Engineering

### Work assignments

#### Invoice period for December 1, 2023 to January 1, 2024

- With Caltrans, the Commission, the County and the City of Susanville work on updating the long-range transportation projects in the RTP, including amending the RTP as needed. This includes work on data collection, planning Rt 36 and 395, non-vehicular transportation, transit systems 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)

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1/3/24

1/3/2024

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

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

**Invoice #3: Invoice Period: December 1, 2023 to January 1, 2024**

DATE	HOURS	
	Wildlife O/C	Labor Sub-Total
December		
1		
2w		
3w		
4		
5	2	2
6		
7		
8		
9w		
10w		
11		
12		
13		
14		
15	3	3
16w		
17w		
18		
19		
20		
21		
22		
23w		
24w		
25h		
26		
27	4	4
28		
29		
30w		
31w		
TOTAL	9	9
	Rate: \$150.00	
	\$ -	\$ 1,350.00

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1/3/24

**Total Invoice**

**\$1,350.00**

## **Borroum Engineering**

### **Work assignments – Wildlife O/C**

**Invoice period for December 1, 2023 to January 1, 2024**

- Review consultant work status
- Review with consultant work schedule
- Set up invoicing process
- Prepare invoice

*Handwritten signature*  
1/3/24



**LASSEN COUNTY TRANSPORTATION COMMISSION**  
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555 CAPITOL MALL, SUITE 600  
SACRAMENTO, CA 95814

P.O. Box 1028  
SUSANVILLE, CA 96130

John L. Clerici, Executive Secretary


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Staff Report

To: Lassen County Transportation Commission **AGENDA ITEM 4.11**

Date: January 5, 2024

From: John L Clerici, Executive Secretary 

Subject: Zero Emission Vehicle Infrastructure Feasibility Study Roll-out Plan for Adoption

**REQUESTED ACTION**

BY MOTION: Adopt the Final ICT and ZEB Roll-out Plan for Lassen County and direct staff to transmit the plan to the California Air Resources Board

**BACKGROUND & DISCUSSION**

In 2018, the California Air Resources Board (CARB) adopted the Innovative Clean Transit Regulation. is the first of its kind to support these programs. The Innovative Clean Transit Regulation replaced the Fleet Rule for Transit Agencies. The regulation requires all public transit agencies to gradually transition to a 100-percent zero-emission bus fleet and encourages them to provide innovative first and last-mile connectivity and improved mobility for transit riders. This regulation also provides various exemptions and compliance options to provide safeguards and flexibility for transit agencies through this transition.

This initiative is designed to improve long-term air quality throughout the state.

In September 2022, the LCTC received a Sustainable Communities Technical Grant to perform a zero emission vehicle infrastructure feasibility study. This effort is being jointly pursued by both Lassen and Plumas Counties. However, both Commissions will receive separate reports.

In December 2022, after a competitive bidding process, the consulting firm Stantec was selected to do the study.

At your November 9, 2023 received a progress report by the consultant that provided more detail on the study goals, methodologies, and next steps. Takeaways from the update specific to Lassen County (and major challenges to ZEV bus transitioning in the short-term) included:

- LTSA has a limited driver pool which limits electric vehicle swaps (require by the current range of most EV buses)
- No EV maintenance availability in the region
- Full conversion to EV busses that maintains the same level of service will require increasing the size of the fleet
- Conversion process will start after 2032 to account for technology improvements that will better fit the operational needs of Lassen County transit service providers

In sum it is impractical at this time, given the number of challenges currently attributed to EV buses, to contemplate the conversion of the existing fleet as per CARB's mandate. This conversion plan and its supporting documentation, will demonstrate to CARB that Lassen County has done their due diligence, using CARB approved methods, to address the mandate and has developed an implementation strategy that allows for a practical implementation in Lassen County.

### **NEXT STEPS**

Once approved the Final ICT and ZEB Roll-out Plan will be forwarded to CARB for their consideration.

Attachment