

LASSEN COUNTY TRANSPORTATION COMMISSION

MINUTES

Regular Commission Meeting

May 13, 2024

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

1:30 P.M. Open Session

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1. Convene

The Chair called the meeting to order at 1:45 P.M.

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

1.1 Pledge of Allegiance

The Pledge of Allegiance to the Flag was waived.

1.2 Adoption of Agenda:

It was moved by Commissioner Gallegher and seconded by Commissioner Schuster that the Commission adopt the agenda with the suggested change by the Executive Secretary to move item 4.11 to precede Item 3 Reports. The revised agenda was adopted by the following vote:

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

1.3 Approval of the March 11, 2024 Regular Meeting Minutes

The Commission was asked to adopt the Minutes of their March 11, 2024, Regular Meeting, as presented by staff.

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

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

1.4 Approval of Consent Calendar

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

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

2. CORRESPONDENCE/PUBLIC COMMENT

No written communications were received.

Verbal communications:

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

3. REPORTS

3.1 Caltrans

Mike Mogen provided an update to the Commission on a variety of projects and other initiatives:

- SR 44 – Shalas – Pavement Rehabilitation project will begin soon. Pavement grind and new overlay, improvements to the weather station, some tree removal, as well as a curve correction at Poison Lake (safety project).*
- SR 36 a portion at milestone 26.5 to 29.5 will get new rumble strip (at fog line). Consideration will be given to leaving some shoulder for bicyclists.*
- SR 139 pavement project (on grade just outside city limit) is still on schedule for 2025 construction year. Working out coordination with all jurisdictions on potential road closures and delays. Several Commissioners mentioned this as priority.*
- US 395 Horizontal curve warning update. Upgrade various curve warning signs along SR 395.*

- *Broadband middle mile installed or to be installed on SR 36 is in progress. Commissioners commented on the need to get the work done, and working with other providers.*

Chair Albaugh asked about the various bridge projects listed in the Caltrans information. Mike said they were all completed.

3.2 CHP

Sergeant Lacy Carney reported the following:

- *0 fatal accidents in the county so far in 2024*
- *Collisions are on about the same trajectory as previous years*
- *Should be a new Commander in the unit by mid summer*
- *Getting 2 new officers soon*
- *Gearing up for summer highway activity*

Commissioner Gallagher noted that someone dumped a trailer at Dellwood Road and SR 36. Commissioner Neely thanked CHP for supporting the UTV ride at Eagle Lake.

3.3 City of Susanville

Bob Godman highlighted his public works crews for helping with Susan River clean-up. Also noted that the bid to complete work on the Gateway project goes out to bid at the end of the month.

3.4 Lassen County

Pete Heimbigner reported that chipseal work on A2 (Susanville Road) and Bassett Road will begin soon.

3.5 Susanville Indian Rancheria

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

4 NEW BUSINESS

4.01 Announcement of Items to be Discussed in Closed Session

There was no closed session.

4.02 Announcement of Action Taken in Closed Session

There was no closed session.

4.10 Action/Discussion Items

4.11 Receive and file the Fiscal Year 2022/2023 Audit Reports and direct staff to forward Audits to Caltrans

The Commission was asked to receive and file the Fiscal Year 2022/2023 Independent Audit Reports and direct staff to forward audits to Caltrans.

Ingrid Sheipline of Richardson & Company reported on the audit findings. She noted that continued progress had been made in meeting some of the challenges presented during previous audit efforts. There were no significant audit findings for this FY.

Executive Secretary John Clerici noted that once received the audit findings will be transmitted to Caltrans. He also noted the hard work of his staff, the transit agency, and the Lassen County Auditor and staff (noting turnover in the Auditors office and the recent combining of the Auditors office and the County Treasurers over the last FY), in helping with this audit effort.

4.12 Fiscal Year 2024/25 Overall Work Program and Budget

The Commission was asked to adopt, by motion, Resolution 24-02 approving the FY 2024/25 Overall Work Program and Budget.

John Clerici provided a brief overview of the Overall Work Program (OWP) and Budget to the Commission. He reminded them that the OWP is the primary management tool for the Commission and its staff. The OWP contains a description of the activities to be undertaken by the Commission in the coming fiscal year along with detailed budget information.

He added that this OWP and budget (as with previous years) reflects the transportation/mobility needs of the region, the interaction between Commission, City and County staff, the Susanville Indian Rancheria, collaboration with neighboring RTPA's, and our on-going partnership with Caltrans, Washoe County and the State of Nevada. It also contains the core work described in the staff services contract with Clerici Consulting in the amount of approximately \$485,500, with additional work provided for in the expanded scope of work of approximately \$106,000. The expanded scope of work includes:

- *Regional transportation planning and data collection – with enhanced assistance to the City and County for pavement management, traffic counts, assessment of safety needs, etc*
- *Active Transportation Program execution – grant writing, program updates*
- *US 395 Phase 2 Participation*
- *Compliance with the recently adopted SB 125 funds for transit and EV infrastructure*
- *Supporting consultant work for the state mandated Triennial Performance Audits for the LCTC and the LTSA*

- *Support for the Lassen County GIS update*
- *US 395 Wildlife Crossing Evaluation funded by the Wildlife Conservation Board*

It was moved by Commissioner Gallagher and seconded by Commissioner Schuster to adopt Resolution 24-02 adopting the FY 2024/25 Overall Work Program and Budget. The motion was passed with the following vote:

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

4.13 Date change for June 17, 2024 Regular Meeting

The Commission was asked to change, by motion, the date of the of the LCTC’s June 17, 2024, Regular Meeting to June 10, 2024.

It was moved by Commissioner Schuster and seconded by Commissioner Ross to change the date of the June Regular meeting from June 17 to June 10, 2024. The motion was passed with the following vote:

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

4.14 Fiscal Year 2024/25 Transportation Development Act Apportionment and Allocation for Local Transportation Fund (LTF) and State Transit Assistance (STA).

The Commission was asked, by motion, Adopt Resolution 24-03 approving the Final Fiscal Year 2024/25 Transportation Development Act Allocations for the estimates of Local Transportation Fund (LTF) and State Transit Assistance (STA) funds, and authorizing staff to approve claims consistent with the allocations.

It was moved by Commissioner Gallagher and seconded by Commissioner Miller to adopt Resolution 24-03 as presented by staff. The motion was passed with the following vote:

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

5. INFORMATION ITEMS

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

5.01 Executive Summary Report

The Executive Secretary reported the following:

- **US 395 Update** – Staff provided an update on the most recent US 395 Coalition meeting held on April 14 in Reno. He mentioned that a more detailed briefing was provided on the three projects currently underway in the corridor. The updates included a more detailed look at the safety project Caltrans D2 has developed for the area north of Hallelujah Junction to about Honey Lake, the Wildlife Crossing grant recently awarded the LCTC by the Wildlife Conservation Board, and the Red Rock CapM project. Staff also reported on a new effort, the US 395 Freight Integrated Mobility Opportunities Feasibility Study. Staff reported that he would be providing and update to the Lassen County BOS at their meeting on May 14 on the same four initiatives.
- **Legislation** – There were no updates on current state legislation. However, there was good news on the status of SB 125 funds and the state budget, and that for the moment the first round of funding will be provided.

6. CORRESPONDENCE

None.

7. OTHER BUSINESS

7.1 Matter brought forth by the Commissioners

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

7.2 Next Commission Meeting

Next meeting of the LCTC will be on Monday, May 13, 2024, at 1:30 PM, at the City of Susanville, City Council Chambers, 66 North Lassen Street, Susanville, CA.

7.3 Adjourn

The meeting was adjourned at 3:13 p.m.

Submitted for approval by:



John Clerici
Executive Secretary