

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 7, 2026

To: THE LASSEN COUNTY TRANSPORTATION COMMISSION:

Russ Brown, Vice-Chair (City Council)
Mendy Schuster (City Council)
Dawn Miller (City Council)

Tom Neely, (Co. Supervisor)
Jason Ingram, (Co. Supervisor)
Aaron Albaugh, Chair (Co. Supervisor)

Subject: **REGULAR MEETING**

of the

LASSEN COUNTY TRANSPORTATION COMMISSION

A meeting of the Lassen County Transportation Commission has been scheduled for **Monday, January 12, 2026, 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/84630736849>

Meeting ID: 846 3073 6849

Passcode: 650246

One tap mobile

+17207072699,,84630736849#,,, *650246# US

+12532050468,,84630736849#,,, *650246# 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 October 20, 2025, Regular Meeting: **Motion Required**

1.31 Election of 2026 Officers: Motion Required

Elect a Chair and Vice-Chair to preside at meetings of the Commission for the calendar year 2026.

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 \$32,917. *

REQUESTED ACTION: Approve payment of Clerici Consulting fees and costs in the amount of \$32,917 as shown in Invoice #009-67 for December 2025.

(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 Lassen GIS Plan and Update – Final Report *

REQUESTED ACTION: No action is required. This is an information item only.

4.12 Volcanic Legacy Scenic Byway All American Road – Improvement and Enhancement Plan - Update *

REQUESTED ACTION: No action is required. This is an information item only.

(5) INFORMATION ITEMS

5.01 Executive Secretary Report

Updates:

- US 395 Coalition – Corridor projects
- Wildlife Crossing
- Legislation

(6) CORRESPONDENCE

6.01 None

(7) OTHER BUSINESS

7.1 Matters brought forth by the Commission

7.2 Next Commission Meeting – **Monday, March 9, 2026, at 1:30 p.m.**

7.3 Adjourn

* Attachment

Enclosure

^ Handout

ITEMS TENTATIVELY SCHEDULED FOR FUTURE MEETINGS: Draft FY 26/27 OWP and Budget, LCTOP exchange with Tehama County, Transit needs hearing, briefing on US 395 Freight Feasibility Study

LASSEN COUNTY TRANSPORTATION COMMISSION

MINUTES

Regular Commission Meeting

November 10, 2025

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 1:48 P.M.

Roll Call: **Present:** Brown, Ingram, Miller, Neely, Schuster
 Absent: Albaugh

1.1 Pledge of Allegiance

The Pledge of Allegiance to the Flag was waived.

1.2 Adoption of Agenda:

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

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

1.3 Approval of the October 20, 2025 Regular Meeting Minutes

The Commission was asked to adopt the Minutes of their October 20, 2025, as presented by staff.

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

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

1.4 Approval of Consent Calendar

There were no items on the Consent Calendar

2. CORRESPONDENCE/PUBLIC COMMENT

No written communication was received.

Verbal communications:

No verbal communication was received.

3. REPORTS

3.1 Caltrans

Michael Oguro, Brent Ditzler, Toby Crawford provided updates to the Commission on Caltrans activities in Lassen County.

Michael Oguro reported that the Fredonyer Pass temporary bypass structure is up and running.

Michael noted that the Ash Street road/bike/ped project is still in development, and that Caltrans would like to make a presentation to the Commission early next year.

3.2 CHP

Lieutenant Lacy Carney provided an update on CHP activity in the region. She reported on they were preparing for winter driving, training a number of new officers for the challenge.

She mentioned that the most recent fatal accident on US 395 appeared to be a case of a driver turning the wrong direction on the highway and driving into on coming traffic. The investigation is on-going.

Commissioner Neely noted that there was a non-fatal crash in Milford on US 395 and on Lake Street and US 395 and asked if some signage in the area to slow down and look for side traffic would help. Michael Oguro commented that District 2 had assessed the circumstances and they did not meet the side standards.

3.3 City of Susanville

No update was provided.

3.4 Lassen County

Pete Hiembigner reported that the Old Town Road Project had been bid and would likely be done in the Spring of 2026. In response to a question from Commissioner Ingram regarding projects on A3 Pete noted that they are also under contract but they are both small projects and should be done in one or two weeks.

3.5 Susanville Indian Rancheria

No update was provided.

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 Adoption of the 2026 Regional Transportation Improvement Program - RTIP *

The Commission was asked to adopt, by motion, Resolution 25-11 approving the 2026 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 2026 Regional Transportation Improvement Program is the result of extensive discussions between your staff, the City of Susanville, Lassen County, Caltrans and other regional stakeholders.

New projects being recommended for the STIP include:

Lassen County

- Rehab G: Westwood Area – Approximate cost \$900,000 (includes 10% each for design and contingency) – Estimated construction year – 2028*

- *Projects include pulverization, grading, compaction and paving.*
 - *Section of Greenwood St – from intersection with 3rd street to curve transition to 4th street. Approximately 0.15 mi.*
 - *Section of Mooney Road Segment – from Ash street to Hwy 36. Approximately 0.6 mi.*
- *Rehab H: Nubieber Area – Approximate cost \$1,600,000 (includes 10% each for design and contingency) – Estimated construction year – 2029*
 - *Projects include pulverization, grading, compaction and paving.*
 - *Rehab section of Kramer Road – from Hwy 299 to mile post 1.6.*

City of Susanville

- *Rehabilitation project FF – Approximate cost \$1,700,000 (includes 10% each for design and contingency) – Estimated construction year – 2030*
 - *Projects include pulverization, grading, compaction and paving.*
 - *Rehab section of Riverside Drive – Richmond Road to the City Limit*
 - *Rehab Robbs Way – Riverside Drive to Main Street*
 - *Rehab Orlo Drive – Cameron Way to Skyline Drive*

In addition, the City has requested to apply a portion of the Planning Programming and Monitoring (PPM) towards several planning efforts within Susanville including:

- *NW Gateway project uptown pedestrian crossing*
- *Pavement Management System Updates*
- *Dave Anderson Dr. PSR*
- *Wayfinding Sign PSR*
- *ADA Transition Plan*
- *Rail Feasibility Study*
- *ADA Sidewalk Main St PSR*

The LCTC programmed \$80,000 of PPM per fiscal year in the 2024 STIP and has planned to do the same for the 2026 STIP. Most of the initiatives described by the City can be executed within the existing and proposed funding.

It was moved by Commissioner Ingram and seconded by Commissioner Miller to adopt the Resolution 25-11 and the 2026 Lassen County Regional Transportation Improvement Program as presented by staff. The motion was passed by the following vote:

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

4.12 LCTC Transportation Development Act Guidelines*

The Commission was asked to adopt, by motion, Resolution 25-12 adopting the Lassen County Transportation Commission (LCTC) Transportation Development Act (TDA) Guidelines.

The Executive Secretary provided background on the need for developing TDA Guidelines. The Transportation Development Act requires the LCTC to conduct a Triennial Performance Audit for the period ending June 30, 2024. The audit was completed in accordance with generally accepted government auditing standards and the Caltrans Performance Audit Guidebook for Regional Transportation Planning Agencies and Transit Operators.

A consistent finding from previous audits has been to Prepare a TDA handbook that identifies policies, criteria, and claim forms for claims under each TDA article for which funds are available.

To address this recommendation, staff developed the LCTC Transportation Development Act Guidelines. The Guidelines are intended to improve understanding of TDA requirements and streamline administrative review of claims.

It was moved by Commissioner Schuster and seconded by Commissioner Ingram to adopt the Resolution 25-12 adopting the Lassen County Transportation Commission (LCTC) Transportation Development Act (TDA) Guidelines. The motion was passed by the following vote:

AYES: Brown, Ingram, Miller, Neely, Schuster

NOES: None

ABSENT: Albaugh

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** – Reported that projects in the US 395 corridor were continuing.
- **Wildlife Crossing Grant** – Staff hopes to have a publicly accessible version of the potential crossing locations by December 2025.
- **Legislation** – There were no updates on current state legislation.

6. CORRESPONDENCE

None.

7. OTHER BUSINESS

7.1 Matter brought forth by the Commissioners

No items were brought forth by the Commissioners.

7.2 Next Commission Meeting

Next meeting of the LCTC will be on Monday, December 8, 2025, 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 2:30 p.m.

Submitted for approval by:



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: January 7, 2026

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 placed over the printed name in the "From:" field.

Subject: Election of 2026 Officers

Staff Report

REQUESTED ACTION

Elect a Chair and Vice-Chair to preside at meetings of the Commission for calendar year 2026.

PAST ACTION

Each year the Commission elects a Chair and Vice-Chair from its 6-member board. The last election was held on June 10, 2024.

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 Brown 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 7, 2026 **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 \$ \$32,917.00.

REQUESTED ACTION

Approve payment of Clerici Consulting fees and costs in the amount of \$32,917.00 as shown in Invoice #009-67 for December 2025.

PAST ACTION

This is the Sixty-seventh invoice under the contract with Clerici Consulting for Executive Secretary and staff services. This invoice includes a detailed invoice for charges for sub-consultants Borroum Engineering in the amount of \$14,460.00 and for LSC Transportation Consultants in the amount of \$5,052.00.

DISCUSSION

Attached is Invoices #009-67, with supporting documentation, and a detailed Progress Report for the period beginning December 1, 2025, and ending December 31, 2025.

Note: This is the twenty-first 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:

- Followed up on LCTC August Commission meeting
- Worked with Caltrans and CTC staff to finalize and submit the 2026 RTIP for Lassen County
- Provided administrative support to the GIS study project
- Engaged stakeholders and provided update on all transportation activities on US 395
- Participated in kick-off meetings with Caltrans for two planning grants

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

- Provided administrative support to the US 395 Wildlife Crossing Study effort
- Provided outreach to the US 395 region on the wildlife crossing effort as needed
- Reviewed project alternatives with project team

These charges are consistent with the billing trends for the FY 2025/26 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, 2025
Invoice #: 009-067
Billing Cycle Ended: 12/31/2025 (December 1, 2025 - December 31, 2025)

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

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

Staff Member		Hours OWP	Hours WCB	Total Hours	Total Cost	
John Clerici		58.00	25.00	83.00	\$	13,405.00
Borroum Engineering		December			\$	14,460.00
LSC Transportation Consultants		December			\$	5,052.00
Misc Charges						No Charge
Travel (Lodging, meals)						No Charge
TOTAL					\$	32,917.00
Prior Balance					\$	30,242.00
Payment					\$	30,242.00
Thank you for your history of prompt payment! As a small business, we greatly appreciate it!					Total Due \$	32,917.00

1/1/2026

Billing Detail for Clerici Consulting --

Date	Hours										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	Wildlife Crossing	
December											
1	1					1					2
2										5	0
3	1	2			1	2	2			2	8
4		2			2					1	4
5					1					1	1
											0
											0
8						2				2	2
9							2			1	2
10	3	1			1					2	5
11	1				2		2			2	5
12	1				1		1			1	3
											0
											0
15		2									2
16		2									2
17	1	1				1				1	3
18		2				1	1			2	4
19		1				2	2			2	5
											0
											0
22		1			3	1	1			1	6
23		1				1	1			2	3
24							1				1
25											0
26											0
											0
											0
29											0
30											0
31											0
Total OWP	8	15	0	0	11	11	13	0	0		58
Billing Rate: \$160											
	\$ 1,280.00	\$ 2,400.00	\$ -	\$ -	\$ 1,760.00	\$ 1,760.00	\$ 2,080.00	\$ -	\$ -		\$ 9,280.00

WCB Hours											25
Total WCB	WCB Billing Rate: \$165.00										\$ 4,125.00

Total Labor \$ 13,405.00

PROGRESS REPORT
CLERICI CONSULTING ACTIVITIES

Project: Lassen County Transportation Commission
Clerici Consulting Project 009-067
Period: December 1, 2025 – December 31, 2025

WORK COMPLETED (through December 31, 2025)

SPECIFIC WORK ELEMENT RELATED ACTIVITIES

- **Work Element 100 – Administration**
 - Provided follow-up for the November 2025 Regular Commission meeting
 - Performed other administrative duties as required
- **Work Element 601A – General/General Transportation Planning**
 - Meeting with Caltrans on OWP guidance (12/17)
 - Meeting with D2 in to discuss regional priorities (12/1)
 - Attended MTC Partnership meeting (12/4)
- **Work Element 601B – Active Transportation Programming**
 - No work was performed in this work element
- **Work Element 601C – Transit Planning**
 - No work was performed in this work element
- **Work Element 602 – Programming**
 - Provided follow-up with member jurisdictions for December CTC actions
 - Updated 2026 RTIP as advised by CTC staff – worked with County and City staff to prepare documentation for projects
 - Submitted 2026 Lassen County RTIP to the CTC – responded to staff follow up questions and comments
 - Attended Caltrans D2 Kick-off meeting for planning grants (12/12):
 - Bizz Johnson Trail extension
 - Countywide EV infrastructure
- **Work Element 603 – Outreach**
 - Provided interagency outreach through the LCTC Technical Advisory Committee
 - Provided follow-up to November and December TAC meeting

- Prepared agenda and materials for the December TAC Meeting
 - Attended December TAC Meeting (12/1)
- Participated in RTPA transportation workshop (12/10)
- Continued updated to Lassen CTC website with new information on highway projects and reformatted pages for agenda and meeting information
- Work Element 604 – TDA
 - Processed other TDA related claims and transfers as needed
- Work Element 706 – GIS Lassen County
 - No work was performed in this work element.
- WCB - Wildlife Crossing
 - Participated in project development meeting (12/19)
 - Attended meeting with consultant manager (12/19)
 - Participated in Wildlife Crossing Workshop (12/2)
 - Participated in Wildlife Crossing technical workshop – noise and light impacts (12/9)
 - Provided updates to stakeholders as required
 - Reviewed and edited draft informational materials for public meetings
 - Updated project webpage
 - Performed administrative duties as required to implement grant

1/2/2026
 INVOICE TO CLERICI CONSULTING (re. Lassen County Transportation Commission)
 Borroum Engineering
 633 Tamarindo Way
 Roseville, CA 95678
 Dec 1, 2025 to Dec 31, 2025

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	SB 125	OWP Task 606- GIS	Labor Sub-Total OWP Hours	OWP Task 707- Wildlife	TOTAL HOURS
December		2			1			2		5		5
	1				4			4	2	10		10
	2				2					6		6
	3							2		7		7
	4									4		4
	5		4							0		0
	6W									0		0
	7W									0		0
	8		4			3				7		7
	9		3			2	2			7		7
	10					2		4		6		6
	11					3		5		8		8
12		3								3		3
13W										0		0
14W										0		0
15										0	6	6
16										5		5
17		5				1				6		6
18		4								4		4
19							3			3		3
20W										0		0
21W										0		0
22		4								4	1	5
23		5								5		5
24H										0		0
25H										0		0
26		3								3		3
27W										0		0
28W										0		0
29		3					3			6		6
30		4				1				5		5
31							3			3		3
TOTAL	0	44	0	0	19	4	30	8	2	107	7	
Engineer					19					19		
Planner	0	44	0	0		4	30	8	2	88		
										Total		
Rate: Engineer \$150/Hour	\$ -	\$ -	\$ -	\$ -	\$ 2,850.00	\$ -	\$ -	\$ -	\$ -	\$ 2,850.00		
Rate: Planner \$120/Hour	\$ -	\$ 5,280.00	\$ -	\$ -	\$ -	\$ 480.00	\$ 3,600.00	\$ 960.00	\$ 240.00	\$ 10,560.00		
Totals	\$ -	\$ 5,280.00	\$ -	\$ -	\$ 2,850.00	\$ 480.00	\$ 3,600.00	\$ 960.00	\$ 240.00	\$ 13,410.00		
WCB Hours											7	
Total WCB											\$ 1,050.00	
WCB Billing Rate: \$150.00												
Total this invoice: \$ 14,460.00												

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Borroum Engineering

OWP Work assignments

Invoice period for December 1, 2025 to January 1, 2026

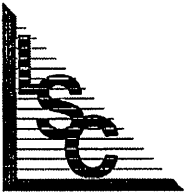
- With Caltrans, the Commission, the County and the City of Susanville work on updating the long-range transportation projects in the RTP, including amending the RTP as needed. This includes work on data collection, planning Rt 36 and 395, non-vehicular transportation, transit systems. This also includes work to analysis the County demographic changes. (OWP work element 601A, 601B, 601C, 706)
- With the local transit operator, Caltrans, the County, the City, and the County Auditor to identify available funding, and assist the Commission's project prioritization and programming processes. (OWP work element 602)
- With the local partners, work on refining an outreach plan. Prepare materials for workshop and outreach and for website (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)
- Initiate the triannual performance audit (OWP work element 604)
- Administration support for the grant (contracts, budgets and schedules, and invoicing) (OWP work element 706)

Borroum Engineering

Work assignments – Wildlife O/C

Invoice period for December 1, 2025 to January 1, 2026

- Review consultant work status
- Review with consultant work schedule
- Revise invoicing process
- Prepare invoice
- Review alternative identification products
- Prepare materials for outreach and workshops



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

John Clerici Consulting
John Clerici
1555 Sean Dr.
Placerville, CA 95667

Invoice number 82560
Date 01/08/2026

Project **P256090 LCTC FY 25-26 Staffing Assistance**

Professional Services rendered through 12/28/2025
Project Manager: Acadia W. Davis

Professional Fees

	Hours	Rate	Billed Amount
Acadia W. Davis	17.00	145.00	2,465.00
Alexandra C. Silverman	14.00	98.00	1,372.00
Genevieve A. Evans	4.50	270.00	1,215.00
Professional Fees subtotal	35.50		5,052.00
Invoice total			5,052.00

Invoice Summary

Description	Contract Maximum	Prior Billed	Current Billed	Remaining
Task 1: WE 601 General Planning	39,000.00	15,891.50	975.00	22,133.50
Task 2: WE 601 Active Transportation Planning	5,000.00	2,891.00	0.00	2,109.00
Task 3: WE 601 Transit Planning	18,000.00	1,835.00	0.00	16,165.00
Task 4: WE 602 Regional Transportation Planning	10,000.00	2,865.00	1,130.00	6,005.00
Task 5: WE 603 Community Engagement / Outreach	18,000.00	3,799.00	1,642.00	12,559.00
Task 6: WE 605 SB 125	5,000.00	145.00	725.00	4,130.00
Task 7: WE 607 EV Charging Plan	800.00	0.00	290.00	510.00
Task 8: WE 608 Bizz Johnson	1,750.00	0.00	290.00	1,460.00
Task 9: WE 707 US 395 Wildlife Crossing	20,000.00	0.00	0.00	20,000.00
Total	117,550.00	27,426.50	5,052.00	85,071.50



**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: January 5, 2026

John Clerici
1555 Sean Drive
Placerville, CA 95667

Project: FY 2025-26 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 December 2025 for each OWP Work Element:

Work Element 601 – Total \$975.00

- A) General Planning - \$975.00
- Attended regularly scheduled Commission and LCTC Team meetings
 - Reviewed documents and financial reports
- B) Active Transportation Planning - \$0
- C) Transit Planning - \$0

Work Element 602 – Regional Transportation Programming - \$1,130.00

- Interfaced with City and County staff
- Discussed regional transportation projects

Work Element 603 – Community Outreach and Engagement - \$1,642.00

- Revised LCTC website/outreach materials
- Developed regional bikeways map

Work Element 605 – SB 125 - \$725.00

- Required reporting

Work Element 607 – EV Charging Plan - \$290.00

- Prepared for and attended grant kick off meeting

Work Element 608 – Bizz Johnson - \$290.00

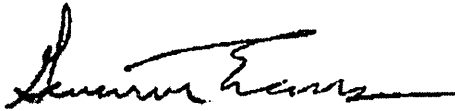
- Prepared for and attended grant kick off meeting

Work Element 707 – US 395 Wildlife Crossing - \$0

Grand Total for December: \$5,052.00

Please find more detail in the attached pages.

Respectfully Submitted,

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

Genevieve Evans
Principal
LSC Transportation Consultants Inc.



LASSEN COUNTY TRANSPORTATION COMMISSION
REGIONAL TRANSPORTATION PLANING AGENCY

555 CAPITOL MALL, SUITE 600
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P.O. Box 1028
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John L. Clerici, Executive Secretary

Staff Report

To: Lassen County Transportation Commission

AGENDA ITEM 4.11

Date: January 7, 2026

From: John L Clerici, Executive Secretary

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

Subject: Lassen GIS Plan and Update – Final Report

REQUESTED ACTION

This is an information item. No Commission action is required.

BACKGROUND & DISCUSSION

As a rural, underserved community, Lassen County lacks the staffing capacity and funds to progress our GIS capabilities and therefore, the region lacks the tools to gather and represent data that showcase our current planning and transportation needs and areas of opportunity. In 2024, at the request of Lassen County to pursue funding for a collaborative GIS Plan, which includes the County, City, and Susanville Indian Rancheria, that would identify where the GIS database updates are needed and provide a framework for the implementation of a public facing web portal which would allow the public to access important planning and transportation information.

Much of the limited GIS data available through the County's desktop and online GIS applications has not been updated in quite some time. This makes for an inaccurate database and causes inefficiencies within departments. The County, City, Susanville Indian Rancheria, and other employers have a similar struggle in recruiting talent which leaves often less staffing capacity to achieve the goals of our community. In response to this, Lassen County put out an RFP for GIS services and is now under contract with a consulting firm to help improve their data and data sharing capabilities. Once underway, both County staff and the LCTC determined that with additional funding a more comprehensive, and useful regional GIS could be attained.

In August 2023 LCTC learned that it had been awarded a planning grant to update and expand GIS capabilities in Lassen County. By March 2025 a consultant had been selected (the same consultant that Lassen County had previously engaged) and work commenced. The work included:

- Assessment of current GIS conditions – Including the most efficient and effective way for updating and coordinating GIS databases throughout the region. With accurate GIS databases, the region can

identify the locations of greatest need for multi-modal improvements, safety improvements, flooding risk and wildfire evacuation routes in a manner that is equitable to all residents of this disadvantaged community.

- Identify geospatial needs, priorities, and constraints of the County, City, and Susanville Indian Rancheria, the Lassen Transit Service Agency.
- Stakeholder outreach with relevant agency departments and external partners
- Identifying data sharing opportunities
- Identify a strategy for improving business processes using geo-spatial technology while maximizing the benefit and value of GIS technology
- Make certain data more accessible to the general public
- Provide current, up-to-date data to stakeholders and general public
- Increase collaboration efforts with external organizations

Other outcomes of this work include implementing a public web portal, addressing tool, parcel layer updates and corrections, zoning and designation layer updates, roads layer updates, data mining/integration, GIS training, and creating new GIS layers.

It's important to note that the implementation of this grant and the additional work it supported did not require any additional funding from Lassen County. The match for the grant was attained by in-kind work already being done by county staff on the original effort undertaken by Lassen County.

In December the consultant informed the LCTC that the tasks described in their scope of work had been satisfied. And a final report was forthcoming. Staff requested a presentation to the Commission describing the work done and some of the tools developed.

NEXT STEPS

Receive the final report from the consultant and close out the final invoicing with Caltrans.



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John L. Clerici, Executive Secretary

Staff Report

Date: January 8, 2026

AGENDA ITEM 4.12

To: Lassen County Transportation Commission

From: John L. Clerici, Executive Secretary

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

Subject: Volcanic Legacy Scenic Byway All American Road – Improvement and Enhancement Plan - Update

REQUESTED ACTION: None. This is an information item.

BACKGROUND & DISCUSSION

The Volcanic Legacy Scenic Byway All American Road (VLSBAAR) is a series of California roadways specifically designated by the Federal Highway Administration for qualities and locations along the route not found elsewhere in the United States. The All-American Road status indicates the highest level of designation possible, awarded only to routes with unique and irreplicable physical qualities. The route is also a designated route of the California Scenic Highway Program, a program of Caltrans that has been in place since 1965. The VLSBAAR runs roughly from Crater Lake in southern Oregon to Mount Lassen in Plumas County with a portion in Lassen County on Hwy 44.

In the LCTC's FY 24/25 OWP and Budget, the Commission approved the expenditure of PPM funds to provide for a visual assessment of the byway and provide a written report to the Commission. An agreement was entered into between the LCTC and the National Travel Center, to provide the assessment.

Features of the work provided by the National Travel Center include:

1. Produce visual/video documentation of the entire route of the Volcanic Legacy Scenic Byway All American Road using three cameras to obtain an expansive view
2. Enhance the video with images, notes and geo tags as applicable
3. Review of the entire visual record, images, notes, and geo-tags to determine the total scope of the full project to evaluate conditions along the entire Byway.

Maree Forbes Gaughan of the National Travel Center provided an update on the results of that work at your January 13, 2025 meeting.

After that the LCTC approved and expenditure of additional funds in the FY 25/26 OWP and Budget to pursue the recommendation in the Phase 1 report and develop a comprehensive, and executable, improvement plan for the VLSBAAR. The scope of that effort, or phase 2, would achieve the intent to deliver the most inspiring experience and increase the economic development in the 36 cities, towns, and unincorporated communities along the way, the following Improvement and Enhancement Plan lays out the changes, enhancements, and other innovations that can be implemented to make that happen. It describes what those changes would entail, and how they can be implemented.

The plan provides for enhancements across a wide range of magnitudes and costs recognizing that even small changes will make a huge difference in the quality of the visitor experiences along the route.

As she did almost a year ago, Maree Forbes Gaughan of the National Travel Center will be providing the update.

ALTERNATIVES

None.