

# LASSEN COUNTY TRANSPORTATION COMMISSION

## MINUTES

Regular Commission Meeting

**November 9, 2020**

Veterans Memorial Hall  
1205 Main 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 1:32 P.M. and the Pledge of Allegiance to the Flag was recited.*

**Roll Call:**   **Present:** Hammond, Hemphill, Herrera, Schuster, Teeter  
                  **Absent:** McCourt

#### 1.2 **Adoption of Agenda and Approval of Consent Calendar:**

*It was moved by Commissioner Hammond and seconded by Commissioner Schuster that the Commission adopt the agenda as posted and approve the Consent Calendar. The motion was passed by the following vote:*

AYES:           Hammond, Hemphill, Herrera, Schuster, Teeter  
NOES:           None  
ABSENT:       McCourt  
ABSTAIN:       None

#### 1.21 **Minutes Approval of the September 14, 2020 Regular Meeting**

*Adopted Minutes of the September 14, 2020 Regular Meeting*

#### 1.22 **Payment of Clerici Consulting Executive Secretary and LCTC staffing fees and costs in the amount of \$38,068.35.**

*Approved payment of Clerici Consulting fees and costs in the amount of \$38,068.35, as shown in Invoice #009-6 for October 2020. This invoice included separate invoices for sub-consultants Borroum Engineering in the amount of \$7,761.92 and LSC Transportation Consultants in the amount of \$20,130.00.*

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

*No written communications were received.*

*No oral comment was received.*

## 3. **REPORTS**

### 3.1 **Caltrans**

*Mike Mogen provided the following update to the Commission:*

- **Secret Valley SRRA** is now open and under a two-year contract. There will be a major project to rehab/improve the facility, or move it and build a new one.
- **Good Fred** project will go into winter suspension on 11/10/2020. Project has one more construction year and should wrap up next year. Currently all the drainage is done, and only the pavement for the reroute is left.
- **2019 traffic count data for SR 36 and US 395** is available and Mike is compiling the data. A cursory look at the data suggest that some volumes have gone down which seems counterintuitive given local reports of more, less safe traffic situations. Did not have separate truck traffic data so it could be that truck traffic is up, but overall traffic is flat or even down in some locations. Commissioners did not agree with this and wanted additional reports back on this.
- At the next LCTC meeting will bring back information and discuss the possibility of an additional **cross walk at SR 36 & Robs Way**.

### 3.2 **CHP**

*No report was provided.*

### 3.3 **City of Susanville**

*No report was provided.*

### 3.4 **Lassen County**

*County reported that projects on the Biz Johnson and Fredonia trails were funded.*

### 3.5 **Susanville Indian Rancheria**

*No report was provided.*

## 4 **NEW BUSINESS**

### 4.01 **Announcement of Items to be Discussed in Closed**

*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 Fiscal Year 20120/21 Overall Work Program and Budget Amendment #2**

*The Commission was asked to adopt by motion, Resolution 20-13 approving Amendment #2 to the Fiscal Year 2020/21 Overall Work Program and Budget.*

David Knaut, Lassen County Transit Manager, asked if RPA funds could be used to fund WE 604 rather than TDA funds. RPA funds are intended for the commission (and jurisdictions) for planning purposes that directly or indirectly support the Regional Transportation Plan. RPA funds cannot be used for the activities in WE 604.

It was moved by Commissioner Teeter and seconded by Commissioner Hammond to adopt Resolution 20-13 as requested. The motion was passed with the following vote:

AYES: Hammond, Hemphill, Herrera, Schuster, Teeter

NOES:

ABSENT: McCourt

ABSTIAN:

#### **4.12 Modification of CalOES FY 16/17 Project**

*The Commission was asked to authorize, by motion, the Executive Secretary of the Lassen County Transportation Commission to request a modification of the FY 16/17 CalOES "Security Enhancement for Paratransit Contractors" project.*

It was moved by Commissioner Schuster and seconded by Commissioner Teeter to approve the motion as requested. The motion was passed with the following vote:

AYES: Hammond, Hemphill, Herrera, Schuster, Teeter

NOES: None

ABSENT: McCourt

ABSTAIN: None

#### **4.13 Local Roadway Safety Plan**

*Gordon Shaw provided the Commission with an update on the progress of the Countywide Traffic Safety Assessment adopted in the FY 20/21 OWP. He noted that staff had received a grant from Caltrans to expand the effort to a more comprehensive Local Road Safety Plan (LRSP).*

*An LRSP identifies and analyzes safety problems and recommends safety improvements. An LRSP will be required to obtain Highway Safety Improvement*

*Program (HSIP) funding in the future. The plan will include extensive data collection and analysis of crashes and other traffic data throughout the County, public/stakeholder workshops and identification of safety projects designed to reduce potential future crashes.*

*The original effort was planned to be completed by the end of FY 20/21. The new LRSP will be finished in FY 21/22.*

#### **4.14 SR 36 Complete Streets and Safe Mobility Report**

*Genevieve Evans provided the Commission with an update on the progress of the SR 36/Main Street Complete Streets and Safe Mobility Plan being prepared By Mark Thomas Consultants.*

*She noted that a Draft report was completed and presented by Mark Thomas Consultants to the Susanville City Council on October 7th.*

*Public outreach began on October 8th and consists of the following:*

- Project website*
- On-line survey*
- Voice-over Power Point presentation (similar to City Council presentation)*

*She added that links to the above were advertised in Susanvillestuff.com for two weeks, Lassen News for 1 month as well as sent to a variety of stakeholders (chamber, schools, Rancheria, local government). As of 11/2, over 339 responses to the survey have been received. Respondents are generally split on the lane reallocation issue (42% for it, 50% against, remainder are neutral). It was noted that the survey is not scientific, and that people can respond more than once. When asked to rank all types of improvements in terms of priority, streetlights and Rectangular Rapid Flashing Beacons (RRFB)s are top priority.*

*Public input will close on November 13<sup>th</sup>. The LCTC Team will compile a summary of input and public participation plan by November 20<sup>th</sup>. This should allow sufficient time for Mark Thomas to complete a Final Report by January (grant deadline).*

*Commissioners discussed a number of items contained in the report. Most notably Commissioner Schuster repeated her desire to have the lane reallocation removed from the report. Commissioner Herrera remarked that the issue needed further community discussion and that all safety issues needed to be discussed in depth.*

#### **4.15 Transit Development Plan/Coordinated Plan Update**

*Genevieve Evans provided the Commission with an update on the progress of the Transit Development Plan/Coordinated Plan (TDP) currently being updated by Commission staff.*

*She noted that LCTC staff was working with transit staff and had completed a description of background economic and demographic conditions and conducted a review of Lassen Rural Bus (LRB) transit performance. In an effort to provide the*

*transit agency with a realistic picture of how many vehicle service hours LRB can afford over the next three years, the team is preparing a rough revenue to expenditure comparison of available transit revenues. This is important as LRB must go out to bid for an operations contractor next fiscal year. Both operating and capital financial conditions are being considered in this analysis.*

*Next steps are: 1) Begin public/stakeholder input process. 2) Identify alternatives to improve efficiency and effectiveness of Lassen Rural Bus. She added that the Final Plan will be completed this fiscal year.*

#### **4.16 US 395 Phase 2 Update**

*Genevieve Evans and John Clerici provided the Commission with an update on the progress of efforts related to Phase 2 of the US 395 coalition building and highway improvements analysis. Ms Evans noted that the purpose of the Phase 2 analysis is to build on previous efforts in Phase 1, to prioritize investments on US 395 with the ultimate goal of constructing a four lane facility between SR 36 in Susanville and Hallelujah Junction. The analysis will demonstrate the safety needs for the project along with potential economic benefits. The result will be a corridor segment prioritization based upon technical data and stakeholder support to advance into the Project Development Process.*

*To proceed on Phase 2, a virtual kick-off meeting was held on October 15<sup>th</sup>. Two separate Cal State University of Sacramento Teams are under contract to provide: 1) Traffic and Safety Evaluation and 2) Economic Analysis. A representative from Washoe RTC (Nevada) also attended the kick-off meeting and is happy to share data and information with the project. Mr. Clerici added that these new efforts were being shared and coordinated with coalition partners in Nevada, so that ultimately a complete picture of the US 395 corridors needs from Susanville to Reno can be developed.*

*Interim reports are not scheduled to be completed until next year. Stakeholder and community input will begin in 2021.*

#### **4.17 Active Transportation Plan Update**

*Genevieve Evans provided the Commission with an update on the progress of the update to the 2011 Lassen County Bike Plan. As background she noted that the revised plan will include pedestrian improvement projects. Using requirements of the state's Active Transportation Plan as a guide, the revised bike plan will help Lassen County to be more competitive when applying for Active Transportation Program grants.*

*She noted that a virtual kick-off meeting was held on October 19<sup>th</sup> with representatives from the City, County, LCTC, BLM and Lassen Land and Trails Trust in attendance. Bicycle/pedestrian needs and issues were discussed. Based on input from the meeting, a working list of non-motorized facility projects has been developed*

#### **4.18 2022 State Transportation Improvement Program – Kick-off**

*John Clerici provided the Commission with background on the State Transportation Improvement Program (STIP) and staffs efforts to engage City and County staff in anticipation of the 2022 STIP cycle. He provided background on the nature of the program, funding sources, typical local projects funded by the STIP, and very tentative prospects for the next STIP cycle.*

*Specifically, he noted that the Technical Advisory Committee (TAC) discussed the upcoming RTIP/STIP cycle at their November 2, 2020 meeting and that they agreed to meet again in early December to begin the process of identifying and nominating projects to be included in the 2022 STIP. In addition, the TAC will discuss programming Planning Programming and Monitoring (PPM) funds to assist the city and county to perform planning activities in support of the RTIP/STIP. He reminded them that in the last STIP, all PPM funds (approximately \$200,000) were deprogrammed because the jurisdictions had been challenged in spending those funds. Unspent PPM must be returned to Caltrans. He added that staff, City and County staff and Caltrans are also in the process of evaluating projects already included in the 2020 STIP, and scheduled for delivery in 2021, to make sure that they are still on track to be implemented as described.*

*There is no current fund estimate for the 2022 STIP for Lassen County. The fund estimate will be provided by Caltrans in July 2021.*

#### **4.19 LCTC Finances Status Report**

*Steve Borroum provided the Commission with an update on the status of Commission finances. He noted that although progress was being made with the new County Auditor, there was still many issues that need to be resolved.*

#### **5. INFORMATION ITEMS**

*No additional information items were presented to the Commission.*

*The Executive Secretary thanked Commissioner David Teeter on his service to the Commission.*

#### **6. CORRESPONDENCE**

*None.*

#### **7. OTHER BUSINESS**

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

*None.*

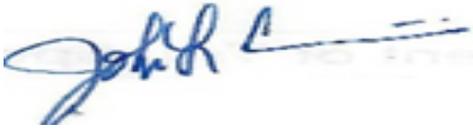
##### **7.2 Next Commission Meeting**

*Next meeting of the LCTC will on Monday, January 11, 2021 at time 1:30 PM, at the Veterans Memorial Hall, 1205 Main Street, Susanville.*

**7.3 Adjourn**

*The meeting was adjourned at 2:55 p.m.*

*Submitted for approval by:*



---

John Clerici  
Executive Secretary