

LASSEN COUNTY TRANSPORTATION COMMISSION
REGIONAL TRANSPORTATION PLANNING AGENCY



John L. Clerici, Executive Secretary

Office:
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P.O. Box 1028
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Date Posted: NOVEMBER 6, 2025

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, November 10, 2025, 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/88314574242>

Meeting ID: 883 1457 4242

Passcode: 384863

One tap mobile

+12532050468,,88314574242#,,,,*384863# US

+12532158782,,88314574242#,,,,*384863# 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**

1.4 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.

- There are no items on the consent calendar.

(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 Adoption of the 2026 Regional Transportation Improvement Program - RTIP *

REQUESTED ACTION: BY MOTION, Adopt Resolution 25-11 approving the 2026 Regional Transportation Improvement Program (RTIP).

4.12 LCTC Transportation Development Act Guidelines*

REQUESTED ACTION: BY MOTION, Adopt Resolution 25-12 adopting the Lassen County Transportation Commission (LCTC) Transportation Development Guidelines.

(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, December 8, 2025, at 1:30 p.m.**

7.3 Adjourn

* Attachment

Enclosure

^ Handout

ITEMS TENTATIVELY SCHEDULED FOR FUTURE MEETINGS: Final 2026 Lassen County Regional Transportation Improvement Program

LASSEN COUNTY TRANSPORTATION COMMISSION

MINUTES

Regular Commission Meeting

August 11, 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 1:30 P.M.

Roll Call: Present: Albaugh, Ingram (via zoom, non-voting), Miller, Neely, Schuster
Absent: Brown

1.1 Pledge of Allegiance

The Pledge of Allegiance to the Flag was waived.

1.2 Adoption of Agenda:

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

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

1.3 Approval of the August 11, 2025 Regular Meeting Minutes

The Commission was asked to adopt the Minutes of their August 11, 2025, as presented by staff.

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

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

1.4 Approval of Consent Calendar

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

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

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 almost finished, and will be open by October 31. Although the length of time to complete the permanent fix to the highway is unknown, the temporary bypass will likely be in place for 3 to 4 years. In response to questions of how speed in the bypass will be mitigated the following was provided. The speed limit through the bypass will be 25 miles an hour and will be well signed in both directions to let autos and trucks know to slow down. There will also be pavement treatments, speed feedback signs, and other applications to help reduce speed. All applications will be snow removal friendly. Also, CHP will be fully integrated and notified of the project as it develops.

Michael commented that the barrier work on Hwy 139 is in and looks good. He noted that the project is winding down and that there are no longer traffic controls.

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 at their next meeting. He added that they would also be reaching out to the City Council as well.

Finally he added that the Red Rock projects were proceeding and that outreach for them would start soon. Outreach will be coordinated with Commission Staff.

Toby Crawford provided an overview of work being done on State Route 36 and US 395. He noted that the increase in head-on and other accidents on these highways concern District 2, and they have been working with CHP to identify problem areas. They have identified between 20 or 25 locations that may require attention. He noted that the following might be part of a long medium- and long-term solutions. They include:

- Soft medians and new striping to double-double solid lines where sight distances are limited*
- Two intersection upgrades – striping to improve “staking” in turning pockets and sight distances*
- Speed limit changes will be studied (in response form Chair Albaugh)*
- Also looking at the left turn pocket at SR 36 and US 395 (short) but there isn’t a lot of room to fix it.*

Commissioners asked questions about when the last traffic counts (specifically large trucks) were done. Caltrans will get back to them. Putting up “lights on” for the whole corridor. That is being looked into.

Brett Ditzler reported on the status of the US 395 Freight Feasibility Study. He noted that the following are being considered:

- Potential four lanes in certain sections*
- Super two lanes (three lanes with alternating passing for each direction)*
- Additional passing lanes*
- Additional truck parking*

He added that the draft will be done in early December and the Final in February 2026.

3.2 CHP

Lieutenant Lacy Carney provided an update on CHP activity in the region. She reported on focused enforcement in the US 395 corridor. She noted that with increased citations to drivers, there was a noticeable decrease in collisions, including fatal collisions.

Chair Albaugh asked about getting the speed limit between the trucks and autos changed so they are the same. Lieutenant Carney suggested that more data and study needed to be done to determine if it wouldn’t create a different kind of problem on the highway.

3.3 City of Susanville

No update was provided.

3.4 Lassen County

Pete Hiembigner reported that the SB1 project was put out to bid and will be awarded at the next Board of Supervisors meeting. He added that construction would likely be in spring 2026.

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 2026 State Transportation Improvement Program Update *

Executive Secretary John Clerici updated the Commission of the status of the 2026 State Transportation Improvement Program. He noted that the current fund estimate for the 2026 STIP for Lassen County is approximately \$4,400,000 with approximately \$1,900,000 in unprogrammed carryover from the 2024 STIP, and \$2,500,000 of new programmable capacity.

He added how staff working with City and County staff to develop a list of projects to be nominated.

He added that since the summer Commission staff has conferred with City of Susanville, Lassen County, and Caltrans 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 2024 STIP, and potential new projects to be nominated as part of the 2026 cycle. The City and County determined after discussions that no changes to the carryover projects from the 2024 STIP.

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.

John reported that the final RTIP will be brought back to the Commission at the December Regular meeting for adoption.

A question was raised about the Beaver Creek Bridge replacement project. Pete confirmed that the project is still moving forward.

A discussion of the potential for reassessing of how STIP funds are split among the jurisdictions. The County has significantly more road miles than the city, however city roads are more intensely used because the city is a hub for shopping and jobs.

This was an information item only and no action was taken by the Commission. This was a discussion/information item and no action was taken.

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, November 10, 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 2:50 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

To: Lassen County Transportation Commission

AGENDA ITEM 4.11

Date: November 6, 2025

From: John L Clerici, Executive Secretary

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

Subject: Adoption of the 2026 Regional Transportation Improvement Program - RTIP

REQUESTED ACTION

BY MOTION: Adopt Resolution 25-11 approving the 2026 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 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.

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 2026 STIP. This has included detailed re-evaluation of projects being carried over from the 2024 STIP, and potential new projects to be nominated as part of the 2026 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 2024 STIP include:

- Riverside Trail Drive (PPNO 2480) – Build class 1 bike path and bridge
- County Rehab D (PPNO 2600) – Standish Road, Mapes Lane to US 395 North. Rehabilitate roadway
- County Rehab E (PPNO 2601) – Standish Road, US 395 to Honey Girl Road East. Rehabilitate roadway
- County Rehab F (PPNO 2652) – Section of A1 from Hwy 139 to MP 5 (5mi)

This represents an investment in excess of \$8,500,000 in STIP funding for the region.

DISCUSSION

The draft 2026 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 2026 STIP is \$4,351,000. The current requests for either augmentation to currently programmed project or implantation of new projects is \$3.2 million. In addition, LCTC staff is requesting \$160,000 of new programming of PPM funding during this STIP cycle. PPM will be used to provide technical assistance to a number of projects (planning) for the city.

The following are the highlights from the 2026 RTIP:

Projects Carried Over from the 2024 RTIP/STIP

- **Beaver Creek Bridge Replacement (PPNO 2562)** -- Near the town of Bieber on Pittville Road over Beaver Creek
 - Programmed - \$504,000
 - Requested action - None

- **Rehabilitation project FE (PPNO 2653)** – Various Roads South Lassen, Alexander, Russell, Fair Drive, Johnstonville, Paiute
 - Programmed - \$2,600,000
 - Requested action - None

- **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 26/27 \$80,000, FY 27/28 \$80,000 and FY 28/29 \$80,000
 - Requested action –Program FY 29/30 through FY 30/31 at \$80,000 per year.

New Projects proposed for 2026 RTIP

The following are new projects being proposed by the City and County for inclusion in the 2026 STIP

Lassen County

County Rehab G

- Westwood Area
 - 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.

- Projects include pulverization, grading, compaction and paving
- \$900,000 for construction (includes 10% each for design and contingency)

County Rehab H

- Nubieber Area
 - Section of Kramer Road – from Hwy 299 to mile post 1.6.

- Projects include pulverization, grading, compaction and paving
- \$1,600,000 for Construction (includes 10% each for design and contingency)

City of Susanville

Rehabilitation project FF

- Various city streets
 - 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

- Projects include pulverization, grading, compaction and paving
- \$1,700,000 for Construction (includes 10% each for design and contingency)

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 25-11
Adopting the 2026 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 \$4.35 million and a maximum estimated share of \$6.12 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 2026 Regional Transportation Improvement Program.

The foregoing resolution was passed and adopted at the November 10, 2025 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

November 10, 2025



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
Date: November 10, 2025
From: John L Clerici, Executive Secretary
Subject: LCTC Transportation Development Act Guidelines

AGENDA ITEM 4.12

REQUESTED ACTION

BY MOTION, Adopt Resolution 25-12 adopting the Lassen County Transportation Commission (LCTC) Transportation Development Guidelines

BACKGROUND AND DISCUSSION

As required by the Transportation Development Act (TDA), the Lassen County Transportation Commission (LCTC) contracted with Moore & Associates to conduct the 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. The Audit reviewed five primary components:

- Compliance requirements
- Prior recommendations
- Analysis of program data reporting
- Performance Audit
- Functional review

In May 2025, the consultant presented the audit findings to the Commission. One recommendation was directed to LCTC as the Regional Transportation Planning Agency. This recommendation was defined as a Functional Recommendation, which addresses issues identified during the Triennial Performance Audit that are not specific to TDA compliance:

| Functional Recommendation | | Importance | Timeline |
|----------------------------------|---|-------------------|-----------------|
| 1 | Prepare a TDA handbook that identifies policies, criteria, and claim forms for claims under each TDA article for which funds are available. | Medium | FY 2025/26 |

To address this recommendation, staff have developed the **LCTC Transportation Development Act Guidelines**. The purpose of these Guidelines is to clearly document the TDA claim process and provide a consistent reference for claimants, staff, and Commission members. The Guidelines are intended to improve understanding of TDA requirements and streamline administrative review of claims.

The document is organized into four chapters:

Chapter 1: TDA Overview and Background

Detailed background information of the TDA and uses of its funds

Chapter 2: TDA Fund Allocation

Eligibility and allowable uses of Local Transportation Funds (LTF) and State Transit Assistance (STA)

Chapter 3: LTF and STA Claims

Claim policies, responsibilities and timelines

Chapter 4: LCTC TDA Application/Claim Process

Step-by-step instructions and required forms for submitting a TDA Claim

RECOMMENDATIONS

Staff recommends the Commission approve Resolution XX-XX formally adopting the LCTC Transportation Development Act Guidelines.

ALTERNATIVES

Commission to provide direction to staff.

Handouts (1)

LASSEN COUNTY TRANSPORTATION COMMISSION
Resolution 25-12

Resolution Approving the Lassen County Transportation Commission
Transportation Development Act Guidelines

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 County of Lassen, the City of Susanville, and the Lassen Transit Services are each required to file annual transportation claims for the funds, if any, from the Local Transportation Fund (LTF), the State Transit Assistance Fund (STA); and

WHEREAS, it is the goal of the LCTC to facilitate the TDA claims process for all participating agency; and

WHEREAS, in it's most recent Triennial Performance Audit ending with the fiscal year 2024 it was suggested the LCTC following:

Prepare a TDA handbook that identifies policies, criteria, and claim forms for claims under each TDA article for which funds are available.

; and

WHEREAS, to address this recommendation, staff have developed the LCTC Transportation Development Act Guidelines, the purpose of which is to clearly document the TDA claim process and provide a consistent reference for claimants, staff, and Commission members; and

NOW, THEREFORE, BE IT RESOLVED AND ORDERED, that the Lassen County Transportation Commission shall approve and adopt the Lassen County Transportation Commission Transportation Development Act Guidelines as presented by staff and reviewed by the City of Susanville, Lassen County, the Susanville Indian Rancheria and Caltrans

The foregoing resolution was passed and adopted by the Lassen County Transportation Commission at its November 10, 2025 regular 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

November 10, 2025