

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

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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:

A handwritten signature in blue ink, appearing to read "John Clerici".

John Clerici
Executive Secretary