

LASSEN COUNTY TRANSPORTATION COMMISSION
REGIONAL TRANSPORTATION PLANNING AGENCY



Matthew C. Boyer, Executive Secretary

Office:
2420 K Street, Suite 120
Sacramento, CA 95816

Date Posted: September 29, 2017

Phone: (530) 953-8857

To: THE LASSEN COUNTY TRANSPORTATION COMMISSION:
Kathie Garnier, Chairman (City Council) Jeff Hemphill, Vice Chairman (Co. Supervisor)
Brain Wilson (City Council) David Teeter (Co. Supervisor)
Joe Franco (City Council) Aaron Albaugh (Co. Supervisor)

Subject: REGULAR MEETING OF THE LASSEN COUNTY
TRANSPORTATION COMMISSION

The regular meeting of the Lassen County Transportation Commission has been scheduled for Monday, October 2, 2017 at 1:00 p.m. The meeting will be held at the Lassen County Board of Supervisors Chambers, 707 Nevada Street, Susanville, CA. The Agenda is as follows:

Page (1) **CONVENE**

1.1 Pledge of Allegiance

1.2 Agenda Approval: Additions or deletions

Motion Required

1.3 Minutes Approval: September 11, 2017 (not available)

Motion Required

(2) **CORRESPONDENCE/PUBLIC COMMENT**

(3) **REPORTS**

3.1 Reports from Caltrans, CHP, City of Susanville, County of Lassen, and LCTC Staff

- Caltrans Report
- CHP Report
- City of Susanville Report
- County of Lassen Report
- Susanville Indian Rancheria Report
- Executive Secretary Report (LCTC Staff)
- Summary of Commission Financial Activities

(4) **NEW BUSINESS**

4.01 ANNOUNCEMENT OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

None Scheduled

4.02 ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION

- 4.1 Request to Re-Initiate Technical Advisory Committee and Terminate Agenda Committee *

ACTION REQUESTED:

1. **Direct staff to re-initiate a Technical Advisory Committee, comprised of staff from Caltrans, the City of Susanville, the County of Lassen, the Susanville Indian Rancheria, and other agencies as deemed necessary.**
2. **Discontinue the informal “agenda committee.”**

- 4.2 Schedule of Meetings for the Remainder of 2017 and for 2018 *

ACTION REQUESTED: Adopt the proposed schedule of meetings for the remainder of calendar year 2017 and for calendar year 2018.

- 4.3 Resolution No. 17-21 Establishing Agency Addresses and Contact Information *

ACTION REQUESTED: Adopt Resolution 17-21 establishing the following addresses and contact information for the Lassen County Transportation Commission (LCTC).

Administrative Office:

**Matthew C. Boyer & Associates
2420 K Street, Ste. 120
Sacramento, CA 95816***

(530) 953-8857 [dedicated LCTC office phone #, effective 10/1/2017]

** Note: in November 2017, will be moving to 1631 Alhambra Blvd., Suite 100B, Sacramento, California 95816*

Legal Notices:

**Margaret Long, Legal Counsel
Prentice, Long & Epperson
2240 Court Street
Redding, CA 96001**

- 4.4 Resolution No. 17-22 Designating Matthew C. Boyer as the Authorized Agent for Grant and Related Documents *

ACTION REQUESTED:

1. **Adopt Resolution 17-22 designating Matthew C. Boyer as the Authorized Agent for purposing of executing all grant applications, invoices, grant agreements, and other documents, consistent with prior actions of the LCTC, and the authorities of the Prior Executive Secretary.**
2. **Rescind designations of prior Authorized Agents.**

4.5 Adoption of Interim Agency Budget for FY 2017/18 *

ACTION REQUESTED: Adopt the proposed FY 2017/18 Lassen County Transportation Commission budget, consistent with the adopted 2017/18 Overall Work Program, and prior Commission-approved grant projects and other actions.

4.6 Approve payment of Matthew C. Boyer & Associates fees and costs in the amount of 16,380.95, shown in Invoice #17-46-001 *

ACTION REQUESTED: Approve the invoice for services for the period September 11, 2017 – September 28, 2017.

(5) OTHER BUSINESS

5.1 Matters brought forth by the Commission

5.2 Set date for next Regular Commission meeting for November 13, 2017 at 1:00 p.m.

5.3 Adjourn

* Attachment

CC: Board of Supervisors (Chris Gallagher, alternate for Albaugh & Teeter; Tom Hammond, alternate for Hemphill); City Council members (Joe Franco, alternate and Kevin Staford, alternate) Caltrans District 2 (David Moore, Kathy Grah, Tamera Rich), Caltrans Susanville Office (Cliff Bettencourt); CHP (Joe Micheletti); Lassen County (Richard Egan, Larry Millar, Cynthia Rashein, Bob Burns, Nancy Summers, Cheryl Strange, Melody Brawley, Diane Wemple, Julie Bustemante, Susan Osgood, Maurice Anderson); City of Susanville (Jared Hancock; Craig Sanders; Gwenna MacDonald, Dan Newton, Dan Gibbs, John King); Lassen Rural Bus (Ron Leal, Wanda Gray, Christie Scheffer); Susanville India Rancheria (Jim Mackay, Wanda Brown); Lassen Land and Trails Trust; BLM (Stan Bales); Lassen County Times; KSUE/JDX; Lassen Senior Services (Penny Artz); Sierra Army Depot (Lori McDonald); Lassen Community College (Dr. Marlon Hall, Dave Clausen)

ITEMS SCHEDULED FOR FUTURE MEETINGS:

November 13, 2017

- Status Report on Previously-Funding Commission Projects
- Draft 2017 Regional Transportation Plan and Environmental Document
- Workshop/Draft 2019 Regional Transportation Improvement Program, and Determination of Regional Priority Projects
- Staff work plan for November 1, 2017 – January 31, 2018

December 11, 2017

- Adoption of the 2018 Regional Transportation Improvement Program
- Status report on the need for any new or updated LCTC Policies

January 8, 2018

- Adoption of the 2017 Lassen County Regional Transportation Plan, and approval of the related environmental document under the California Environmental Quality Act.
- Final FY 2017/18 LCTC Budget