

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: NOVEMBER 9, 2023

To: THE LASSEN COUNTY TRANSPORTATION COMMISSION:

Russ Brown, (City Council)

Quincy McCourt (City Council)

Kevin Stafford Vice-chair (City Council)

Tom Neely, (Co. Supervisor)

Chris Gallagher, (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 13, 2023, 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/85432050357>

Meeting ID: 854 3205 0357

Passcode: 283994

One tap mobile

+17193594580,,89658243980# US

+17207072699,,89658243980# US (Denver)

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 16, 2023, 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.

1.41 Payment of Clerici Consulting for Executive Secretary and LCTC staffing fees and costs in the amount of \$29,773.81. *

REQUESTED ACTION: Approve payment of Clerici Consulting fees and costs in the amount of \$29,773.81 as shown in Invoice #009-41 for October 2023.

1.42 Fiscal Year 2023/24 Overall Work Program and Budget Amendment #1

REQUESTED ACTION: Adopt Resolution 23-12 approving Amendment #1 to the Fiscal Year 2023/24 Overall Work Program and Budget.

(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 Zero Emission Vehicle Infrastructure Feasibility Study Progress Presentation

REQUESTED ACTION: BY MOTION: Adopt the 2023 Regional Transportation Plan and Environmental Document

4.12 Final Lassen County 2023 Regional Transportation Plan

REQUESTED ACTION: None. This is an information item only.

4.13 Senate Bill (SB) 125 Transit and Intercity Rail Capital Program / Zero Emission Transit Capital Program – Overview and Discussion

REQUESTED ACTION: None. This is an information item only.

(5) INFORMATION ITEMS

5.01 Executive Secretary Report

Updates:

- US 395 Coalition Building
- Scenic Byways
- Legislation
- SB 125 Update

(6) CORRESPONDENCE

6.01 None

(7) OTHER BUSINESS

7.1 Matters brought forth by the Commission

7.2 Next Commission Meeting – **Monday, December 11, 2023, at 1:30 p.m.**

7.3 Adjourn

* Attachment

Enclosure

^ Handout

ITEMS TENTATIVELY SCHEDULED FOR FUTURE MEETINGS: Regional Transportation Improvement Program –Final RTIP for adoption, US 395 Wildlife Crossing presentation, SB 125 Draft adoption of programming objectives

LASSEN COUNTY TRANSPORTATION COMMISSION

MINUTES

Regular Commission Meeting

October 16, 2023

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: Bridges, Brown, Gallagher, McCourt, Neely, Stafford
Absent: Albaugh, McCourt

1.1 Pledge of Allegiance

The Pledge of Allegiance to the Flag was deferred.

1.2 Adoption of Agenda:

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

AYES: Bridges, Brown, Gallagher, Neely, Stafford
NOES: None
ABSENT: McCourt, Albaugh
ABSTAIN: None

1.3 Approval of the August 14, 2023 Regular Meeting Minutes

The Commission was asked to adopt the Minutes of their August 14, 2023, Regular Meeting, as presented by staff.

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

AYES: Bridges, Brown, Gallagher, Neely, Stafford
NOES: None
ABSENT: McCourt, Albaugh
ABSTAIN: None

1.4 Approval of Consent Calendar

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

AYES: Bridges, Brown, Gallagher, Neely, Stafford
NOES: None
ABSENT: McCourt, Albaugh
ABSTAIN: None

2. CORRESPONDENCE/PUBLIC COMMENT

No written communications were received.

Verbal communications:

No verbal comments were received.

3. REPORTS

3.1 Caltrans

Michael Oguro and Brian Snyder reviewed their project management list and provided updates on the following:

as the new Assistance PM for Lassen County. He also provided an update on important Caltrans projects in the region. This included the following:

- Susanville Gateway project – sign will be finished by the end of the year*
- Shalas CapM project – construction next year*
- Secret Valley Rest Area moved to location near BLM land – next year for planning and construction*
- Chester Broadband – on hold pending work on the causeway*
- Pitt River Bridge Seismic Retrofit*
- Susan River Pavement Project – in project development stage*
- Red Rock CapM project - in project development stage*

3.2 CHP

Lacey Carney reported on CHP activities in the region, noted an increase in collisions including fatal collisions at the Bass Hill passing lanes.

3.3 City of Susanville

No Report was provided for the City of Susanville.

3.4 Lassen County

Pete Heimbigner reported on several maintenance jobs being done by the county. The work included paving and culvert replacement. Also updates on projects being prepped for winter layover.

3.5 Susanville Indian Rancheria

Russ Burriel introduced Josephine Carman the SIR's new Public Works Administrative Assistant. He also announced that they would be holding a meeting to kick off their Long-Range Transportation Plan update. The meeting will be held on October 30, at their Community Resource Building.

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 Draft Lassen County 2023 Regional Transportation Plan

Genevieve Evans provided a status update on the preparation of the 2023 Regional Transportation Plan. She provided an overview of the need for the RTP, the elements that make up the document, how both City and County staff assisted the LCTC in updating the various lists of capital and rehabilitation projects, the environmental documentation needed and next steps.

The RTP is out for public review and comment. Depending on input, staff anticipates bringing the final document to the Commission for adoption at their November meeting.

This was an information item. No action was required from the Commission.

4.12 Draft Lassen County 2023 Regional Transportation Plan

Executive Secretary John Clerici updated the Commission of the status of the 2024 State Transportation Improvement Program. He noted that the current fund estimate for the 2024S TIP for Lassen County is approximately \$6,600,000 with approximately

\$2,600,000 in unprogrammed carryover from the 2022 STIP, and \$4,00,000 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 2022 STIP, and potential new projects to be nominated as part of the 2024 cycle. It also takes into consideration actions to amend projects in the 2022 STIP to address cost increases and scope re-evaluation. These actions include:

- The Southeast Gateway Project being moved to construction year 2023-24 (excluding the new sign)*
- Budget augmentation to County Rehab D (PPNO 02-2600) – Standish Road (County Road 301), US 395 to Honey Girl Road*
- Budget Augmentation to County Rehab E (PPNO 02-2601) – Standish Road (County Road 301), Mapes Lane to US 395*
- Non-STIP budget augmentation to Riverside Drive Class 1 Bike Ped Project (PPNO 02-2480) received construction funding from the Active Transportation Program and the Clean California program. Construction is scheduled for the summer of 2024.*

In addition the Janesville Main Street Bike/Ped project (PPNO 02-2261) after evaluation by Lassen County public works staff, and public input, will be deleted from the STIP. The funds (\$40,000) will be returned to Lassen County's STIP share for this cycle.

New projects being recommended for the STIP include:

- Rehab F: Rehab section of A1 from Hwy 139 to MP 5 (5mi), cost 3.217mm Note: The County has been shortlisted for a Federal Lands Access Program (FLAP) project on the Hwy 36 end of A1 so that may impact the ultimate programming of this project. Estimated cost is \$3,200,000.*
- Rehabilitation project FE – Approximate cost \$2,600,000 – Estimated construction year – 2025*
 - South Lassen – Cypress to Susan River*
 - Alexander – Riverside to Sierra*
 - Russell – Main to 200 feet south of Bunyan*
 - Fair Drive – Main to Russell*
 - Johnstonville – Skyline to Riverside*
 - Paiute – Skyline to Glenn*

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

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

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 – The Coalition has a meeting scheduled for November 15.*
- *WCB Wildlife Crossing Grant – The agreement with the WCB has been signed and staff is in the process of finalizing the contract with Mark Thomas to do the work.*
- *SB 125 – This is a new program to help fund transit in the wake of use changes as a result of covid and other work from home activities. There is significant funding available to Lassen County (\$4.1 million) to assist transit operations and capital investments. Staff, working with the LTSA, will prepare an application to secure the funding. Applications are due to the state by December 31.*

6. CORRESPONDENCE

None.

7. OTHER BUSINESS

7.1 Matter brought forth by the Commission

No issues were brought forth by the Commission.

7.2 Next Commission Meeting

Next meeting of the LCTC will be on Monday, November 13, 2023, 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 2:35 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: November 8, 2023 **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 \$29,773.81

REQUESTED ACTION

Approve payment of Clerici Consulting fees and costs in the amount of \$29,773.81 as shown in Invoice #009-41 for October 2023.

PAST ACTION

This is the Forty-first invoice under the contract with Clerici Consulting for Executive Secretary and staff services. This invoice includes a detailed invoice for charges for sub-consultant Borroum Engineering in the amount of \$18,080.72, and LSC Transportation Consultants for September in the amount of \$1,230.00.

DISCUSSION

Attached is Invoices #009-41, with supporting documentation, and a detailed Progress Report for the period beginning October 1, 2023, and ending October 31, 2023.

Key items of work completed in the last month included the following:

- Follow up to LCTC October Commission and TAC meetings
- Released Draft 2023 Regional Transportation Plan & developed draft RTP & Environmental Document for public review
- Continued working with City and County staff to identify candidate projects for the 2024 STIP
- Provided administrative support to the ZEV Infrastructure Feasibility study and document review and feed back.
- Attended Susanville Indian Rancheria Long-range Transportation Plan workshop
- Provided administrative support to the US 395 Wildlife Crossing Study effort

These charges are consistent with the billing trends for the FY 2023/24 OWP budget to date.

Attachments (1)

INVOICE

Project Title:

Lassen County Transportation Commission
Executive Secretary and Staffing Services

Date: November 1, 2023
Invoice #: 009-041
Billing Cycle Ended: 10/1/2023 (October 1, 2023 - October 31, 2023)

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

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

Staff Member	Total Hours	Payroll Rate	Overhead Rate	Profit (5%)	Total Rate	Total Cost
John Clerici	73.00	\$ 65.00	\$ 71.50	\$ 6.83	\$ 143.33	\$ 10,463.09
Borroum Engineering	October					\$ 18,080.72
LSC Transportation Consultants	September					\$ 1,230.00
	October					
Printing, copies, reproduction						No Charge
Travel (Lodging, meals)						No Charge
					TOTAL	\$ 29,773.81
					Prior Balance	\$ 25,358.49
					Payment	\$ 25,358.49
					Total Due	\$ 29,773.81

Thank you for your history of prompt payment! As a small business, we greatly appreciate it!

PROGRESS REPORT
CLERICI CONSULTING ACTIVITIES

Project: Lassen County Transportation Commission
Clerici Consulting Project 009-041
Period: October 1, 2023 – October 31, 2023

WORK COMPLETED (through October 31, 2023)

SPECIFIC WORK ELEMENT RELATED ACTIVITIES

- **Work Element 100 – Administration**
 - Provided follow-up for the August 2023 Regular Commission meeting
 - Prepared agenda and handouts for October Regular Commission meeting
 - Attended October 2023 Regular Commission meeting

- **Work Element 601A – General/General Transportation Planning**
 - Participated in MTC Partnership meeting (10/11)
 - Participated in US 395 wildlife crossing team meeting (10/23)
 - Met with Caltrans staff to discuss GIS grant (10/12)
 - Continued process to update regional transportation needs assessment – list updates – Assisted county and city to update project lists
 - Attended Caltrans D2 Sustainable Communities Grant workshop (10/18)
 - Attended Susanville Indian Rancheria workshop on their Long-Term Transportation Plan (10/30)

- **Work Element 601B – Active Transportation Programming**
 - No work was done in this work element.

- **Work Element 601C – Transit Planning**
 - No work was done in this work element.

- **Work Element 602 – Programming**
 - Continued to monitor 2022 STIP activities and respond to CTC comments and requirements for final adoption by the CTC
 - Continued to engage city and county staff to identify and perfect projects for the 2024 RTIP/STIP projects following up from August meeting
 - Participated in Caltrans and County staff meeting on STIP projects Rehab D and E (10/26)

- **Work Element 603 – Outreach**
 - Provided interagency outreach through the LCTC Technical Advisory Committee
 - Followed up with TAC as needed to get input regional planning priorities
 - Provided follow-up to August TAC meeting
 - Attended October 2023 meeting
 - Participated in Sierra Alliance meeting (10/25)

- **Work Element 604 – TDA**
 - Processed other TDA related claims and transfers as needed

- **Work Element 705 – Zero Emission Infrastructure**
 - Participated in the following ZEV study meetings
 - Document review meeting with ZEV Consultants (10/12)
 - Provided review and comment on draft ZEV vehicle purchase strategy

11/6/2023

INVOICE TO CLERICI CONSULTING (re: Lassen County Transportation Commission)

Borroun Engineering
 633 Tamarindo Way
 Roseville, CA 95678

Invoice #37: Invoice Period: October 1, 2023 to November 1, 2023

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	OWP Task 705-EV Feasibility Study	Labor Sub-Total	
October										
1w									0	
2w									0	
3		3			2		3		8	
4		3			2		2		7	
5		8					3	1	8	
6		4							8	
7w										
8w										
9		3			2				7	
10		1			2		2		5	
11		3					2		5	
12		2					2		4	
13		3						2	5	
14w										
15w									2	
16									2	
17									2	
18		4			1				7	
19		4			2				6	
20		4			2				6	
21w										
22w		2							4	
23					2				4	
24					2				4	
25		3			2				5	
26		2			1				3	
27		3			2				7	
28w										
29w										
30		6					1	1	8	
31		6					2		8	
TOTAL	0	64	0	0	20	0	15	20	119	
		Rate: \$121.28								
	\$ -	\$ 7,761.92	\$ -	\$ -	\$ 2,425.60	\$ -	\$ 1,819.20	\$ 2,425.60	\$ 14,432.32	

Total this invoice: \$ 14,432.32

[Handwritten Signature]
 11/6/23

Borroum Engineering

Work assignments

Invoice period for October 1, 2023 to November 1, 2023

- 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 and in support of the ZEV project. This also includes work to analysis the County demographic changes. (OWP work element 601A, 601B, 601C,705)
- 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. (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)
- Administration support for the grant (contracts, budgets and schedules, and invoicing) (OWP work element 705)
- Management and engineering oversight/support (OWP work element 705)


11/6/23

11/6/2023

**INVOICE TO CLERICI CONSULTING (re. Lassen County
Transportation Commission): Wildlife O/C**

**Borroum Engineering
633 Tamarindo Way
Roseville, CA 95678**

Invoice #1: Invoice Period: October 1, 2023 to November 1, 2023

DATE	HOURS	
	Wildlife O/C	Labor Sub-Total
October		
1w		0
2w		0
3		0
4		0
5		0
6		0
7w		0
8w		0
9	3	0
10	3	3
11	3	3
12	3	3
13	3	3
14w		0
15w		0
16	3	0
17		0
18		0
19		0
20		0
21w		0
22w		0
23		0
24	3	3
25	3	3
26	5	5
27	1	1
28w		0
29w		0
30		0
31		0
TOTAL	30	30
	Rate: \$121.28	
	\$ -	\$ 3,648.40

[Handwritten signature]
11/6/23

Total Invoice

\$3,648.40

Borroum Engineering

Work assignments

Invoice period for October 1, 2023 to November 1, 2023

- Review consultant work scopes and budgets
- Set up internal budget
- Review contracts and agreements

APR
11/6/23



**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: October 12, 2023

John Clerici
1555 Sean Drive
Placerville, CA 95667

Project: FY 2023-24 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 September 2023:

- Monthly staff team meeting
- General project coordination and regional transportation planning
- Completion of Public Draft Regional Transportation Plan and Appendices
- Submittal of RTP Environmental Document to State Clearinghouse
- Attending status meeting for ZEV Plan

Work performed for each OWP Work Element is as follows:

Work Element 601 – Total \$1,125

- A) General Planning - \$1,125
- B) Active Transportation Planning - \$0
- C) Transit Planning - \$0

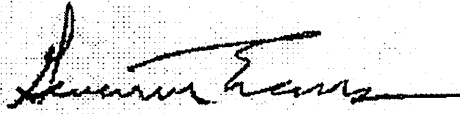
Work Element 603 – Community Outreach and Engagement - \$0

Work Element 705 – ZEV Study - \$105

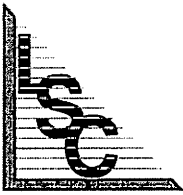
Grand Total for September: \$1,230

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
Associate
LSC Transportation Consultants Inc.



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

John Clerici Consulting
 Attn: Accounts Payable
 1555 Sean Dr.
 Placerville, CA 95667

Invoice number 64304
 Date 10/16/2023
 Project 207081A LCTC On Call Assistance Work
 Element 601

Professional Services rendered through 09/30/2023
 Project Manager: Genevieve A. Evans

Professional Fees

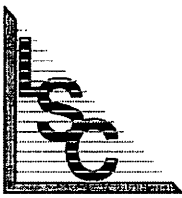
	Hours	Rate	Billed Amount
Genevieve A. Evans	7.50	150.00	1,125.00
		Invoice total	1,125.00

Invoice Summary

Description	Contract Maximum	Prior Billed	Current Billed	Remaining
General Planning	25,440.00	33,277.50	1,125.00	-8,962.50
Regional Transp. Planning, Data Collection	115,043.00	80,970.40	0.00	34,072.60
Active Transportation	18,000.00	22,911.97	0.00	-4,911.97
Transit Planning	9,000.00	10,200.00	0.00	-1,200.00
.	0.00	0.00	0.00	0.00
Total	167,483.00	147,359.87	1,125.00	18,998.13

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
64304	10/16/2023	1,125.00	1,125.00				
	Total	1,125.00	1,125.00	0.00	0.00	0.00	0.00



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

John Clerici Consulting
 Attn: Accounts Payable
 1555 Sean Dr.
 Placerville, CA 95667

Invoice number 64305
 Date 10/16/2023

Project 207085A Zero Emission Vehicle Plan

Professional Services rendered through 09/30/2023
 Project Manager: Genevieve A. Evans

Professional Fees

	Hours	Rate	Billed Amount
Justine E. Marmesh	1.00	105.00	105.00
		Invoice total	105.00

Invoice Summary

Description	Contract Maximum	Prior Billed	Current Billed	Remaining
Work Element - 705 ZEV Study	7,000.00	2,235.00	105.00	4,660.00
Total	7,000.00	2,235.00	105.00	4,660.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
64305	10/16/2023	105.00	105.00				
	Total	105.00	105.00	0.00	0.00	0.00	0.00



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 1.42

Date: November 8, 2023

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: Fiscal Year 2023/24 Overall Work Program and Budget Amendment #1

REQUESTED ACTION

BY MOTION: Adopt Resolution 23-12 approving Amendment #1 to the Fiscal Year 2023/24 Overall Work Program and Budget.

PAST ACTION & DISCUSSION

At your May 5, 2023, Regular Meeting you approved the FY23/24 Overall Work Program and Budget (OWP) for the Lassen County Transportation Commission. The OWP was subsequently received and approved by Caltrans and notification of such was sent to the Executive Secretary by email on June 22, 2023.

Since then, there have been several developments that require this mid-year amendment to the FY 23/24 OWP. The changes include:

Rural Planning Assistance Carryover Funds

In any given fiscal year, the LCTC receives \$230,000 in RPA funds. This funding allows LCTC staff to perform many of the critical tasks described in the OWP. Most of these tasks are focused on regional transportation planning and the maintenance of the Regional Transportation Plan. In most years the funds are expended completely. Occasionally they are not, and there is a formula for returning a portion of the unused RPA funds as carryover to the next FY. These funds can be used to augment existing OWP activities or be used to initiate new work not anticipated when the OWP was originally developed. For this fiscal year we will be spreading the RPA carryover (\$3,500) to existing OWP work elements. They include:

- WE 603 Community Outreach

In addition to the allocation of Carryover RPA funds staff is making the following additions:

WE 706 – Lassen GIS Plan

The LCTC was notified by Caltrans that they had been successful in their application for a Sustainable Transportation Planning Grant to update Countywide GIS resources. The grant funds would augment an existing update being pursued by Lassen County and would bring in the City of Susanville and the Susanville Indian Rancheria. The grant amount is \$129,829 with a match of \$16,821 (provided through labor and general funds from Lassen County). The grant will be administered by Lassen County, with the LCTC facilitating invoicing and contract oversight. This effort is anticipated to go through the end of fiscal year 24/25.

Other Minor OWP Edits

There are other minor edits to the OWP to address grammatical and typing errors, small adjustments to deliverable dates, small adjustment to individual work element budgets, and generally to clean up the document.

The revised budget (with changes) and the revised Work Element pages are provided with this report. A fully revised OWP with accompanying resolution (23-12) and other documentation will be forwarded to Caltrans D2 staff.

ALTERNATIVES

Provide direction to staff.

Attachments (2)

Fiscal Year 2023/2024 Working Budget - 3rd Version

Fiscal Year 2023/2024 Working Budget - 3rd Version											
Work Element Name	Total	WORK ELEMENT NUMBER								Total	
		100	601			602	603	604	705		706
		Administration and Coordination	Regional Transportation Planning			Regional Transportation Programming	Community Engagement and Outreach	Transportation Development Act	Zero Emission Vehicle Feasibility Study		GIS
			A. General Planning	B. Active Transportation Planing	C. Transit Planning						
Expenditures											
Professional Services - Consultant Executive Secretary and Staff	\$ 343,000	\$ 15,000	\$ 151,000	\$ 8,000	\$ 19,000	\$ 50,500	\$ 8,500	\$ 47,000	\$ 36,000	\$ 8,000	\$ 343,000
Professional Services - Legal Counsel	\$ 14,140	\$ 14,140									\$ 14,140
Professional Services - Indep Audits	\$ 55,000							\$ 55,000			\$ 55,000
Plumas County EV Feasibility	\$ 10,541								\$ 10,541		\$ 10,541
Professional Services - Consultant Lassen County GIS Project	\$ 138,650								\$ 104,158	\$ 138,650	\$ 138,650
Memberships	\$ 2,000	\$ 2,000									\$ 2,000
Insurance	\$ 4,260	\$ 4,260									\$ 4,260
Training / Conferences	\$ 2,000	\$ 500				\$ 1,500					\$ 2,000
Travel	\$ 3,000	\$ 3,000									\$ 3,000
Total Expenditures	\$ 676,749	\$ 38,900	\$ 151,000	\$ 8,000	\$ 19,000	\$ 52,000	\$ 8,500	\$ 102,000	\$ 150,699	\$ 146,650	\$ 676,749
Revenues											
Rural Planning Assistance (FY 23/24 RPA)	\$ 230,000		\$ 151,000	\$ 8,000	\$ 19,000	\$ 52,000					\$ 230,000
Local Transportation Fund (LTF)	\$ 190,466	\$ 38,900						\$ 132,000	\$ 19,566		\$ 190,466
Est. Carryover FY 22/23 PPM Funds	\$ 3,500						\$ 3,500				\$ 3,500
SHA (ZEV Feasibility) Grant	\$ 99,756								\$ 99,756		\$ 99,756
Plumas County ZEV Match	\$ 6,377								\$ 6,377		\$ 6,377
GIS Grant	\$ 129,829									\$ 129,829	\$ 129,829
County GIS match	\$ 16,821									\$ 16,821	\$ 16,821
Total Revenues	\$ 676,749	\$ 38,900	\$ 151,000	\$ 8,000	\$ 19,000	\$ 52,000	\$ 3,500	\$ 132,000	\$ 125,699	\$ 146,650	\$ 676,749

Work Element 706 Lassen GIS Plan

Introduction

The Lassen County Transportation Commission (LCTC) is the Regional Transportation Planning Agency for Lassen County that includes representatives from the City of Susanville, Lassen County, as well participation from the Susanville Indian Rancheria. 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. A collaborative GIS Plan, which includes the County, City, and Susanville Indian Rancheria, 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. Furthermore, with more accurate records, the region can more easily plan for and implement multi-modal transportation projects listed in the Lassen County Active Transportation Plan, the Caltrans District 2 Active Transportation Plan, and Assembly Bill No. 1150, which may reduce vehicle miles traveled and therefore, greenhouse gas emissions.

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. Fortunately, the County put out an RFP for GIS services and is now under contract with a consulting firm to help improve our data and data sharing capabilities. The first task will be the preparation of a GIS Strategic Plan which includes a Needs Assessment. Other tasks 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.

The GIS Strategic Plan will identify 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.

Project Stakeholders

The LCTC will be the lead agency for this project. Stakeholders will include but not be limited to:

1. Lassen County
2. City of Susanville
3. Susanville Indian Rancheria
4. Lassen Transit Service Agency
5. University of California Cooperative Extension
6. Modoc County

7. Shasta County
8. Plumas County
9. Sierra County
10. Bureau of Land Management
11. US Forest Service
12. Caltrans
13. Electric Utility companies
14. Fire Protection Districts within Lassen County
15. Natural Resource Conservation Service
16. Lassen Land and Trails Trust
17. Lassen County Citizens

Overall Project Objectives

- Assessment of current GIS conditions
- 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

Task 01: Project Administration

Lassen County Transportation Commission will hold a kick-off meeting with Caltrans to review grant procedures, project expectations, invoicing, quarterly reporting, and all other relevant project information and objectives.

Task Deliverables

- Kick-off meeting with Caltrans
- Meeting Notes
- Quarterly progress reports
- Invoices

Task 02: Consultant Procurement

Lassen County completed the process for the selection of a consultant using the proper competitive procurement procedures. If the grant gets awarded, the contract will be expanded and amended to increase the scope of work to include the City of Susanville and the Susanville Indian Rancheria.

Task Deliverables

- Expand, amend and execute contract with selected Consultant
- Fully executed contract with Consultant, copy of current contract and request of proposal

Task 1: GIS 5-year Strategic Plan

The GIS Strategic Plan will define the technical and business objectives of a GIS Program which will provide a guide to assess whether individual tactical initiatives are consistent with the overall strategy of what Lassen County (including the Lassen Transit Service Agency), the City of Susanville, and the Susanville Indian Rancheria are trying to accomplish with geospatial technology. This effort will articulate not only where the participating organizations are going and the actions needed to make progress, but also how we will know if it is successful. The plan will be used to communicate goals, actions needed to achieve those goals and all of the other critical elements developed during the planning exercise.

A GIS Needs Assessment will focus on data gathering and listening to the needs and ideas of all stakeholders through public engagement and stakeholder consultation. A series of tailored questionnaires and interviews will be administered and presented to all stakeholders in the form of a kick-off presentation and technology seminar. A Needs Assessment will be provided that will document and discuss the key implementation issues and departmental needs (e.g. updates to certain GIS layers, public web portals to display certain information, data organization, etc.). The briefing will include a draft and final executive-level summary to all stakeholders that will include a one-hour presentation and an opportunity for discussion and feedback.

An alternative system-level design will be developed that will meet, to a greater or lesser extent,

all the needs, constraints, and priorities of the Lassen County Transportation Commission, Lassen County, the City of Susanville, and the Susanville Indian Rancheria in terms of performance, effectiveness, sustainability, and economics. A high-level return on investment analysis will include a strategy for improving the involved agencies' business processes using geo-spatial technology while maximizing the benefit and value of GIS technology. The business plan will note the return to be gained from achieving the goals and objectives of the plan.

A draft and final GIS Strategic Plan will be provided based on the above-mentioned items and will include a list of actions to be taken by the involved agencies organized into a matrix of priority outcomes.

Task Deliverables

- Kick-Off Presentation and Technology Seminar
- GIS Interview Findings and Summary Matrix
- Strengths, Weaknesses, Opportunities, and Threats Analysis and Findings
- GIS Needs Assessment Findings, Draft Report and Presentation to Senior Executive County Team
- GIS Needs Assessment Findings, Final Report and Presentation to all Stakeholders
- Alternative System Design Report: County and Regional GIS Initiative
- System Design Presentation

Task 2: Public Web Portal

This task will include the plan, design, build, and implementation of a GIS public web portal application that will meet all the requirements of the agencies involved, including but not limited to, providing access to data published in ArcGIS Online, zoning, land use designation information, and any other information that is determined through the Needs Assessment that would be beneficial for the community and would reduce vehicle miles traveled by not having to drive to various agencies for information that they currently cannot look up.

A public-facing web portal based on updated data would significantly benefit the County and specifically the transportation system by helping decision-makers visualize critical needs for Lassen County (e.g. location of bus stops, where road and/or sidewalk improvements are needed, trail connectivity, etc.); communicating data effectively between departments and with the public; enhancing reporting capabilities, making it easier to identify patterns and trends based on locations within Lassen County; and allowing County employees to work more efficiently by sharing information with the public in real time.

Task Deliverables

- GIS Public Web Portal

Task 3: Addressing Tool

Task 3 will include the planning, design, and creation of a GIS tool for all internal addressing responsibilities. The County Surveyor is responsible for assigning addresses in Lassen County, including lands owned by the Susanville Indian Rancheria and the City Planner is responsible for assigning addresses in the City of Susanville, including lands owned by the Susanville Indian Rancheria within City limits. A GIS application is envisioned where addresses can be assigned and maintained internally. Furthermore, addresses could be available on the public web portal so citizens can look up the closest bus stop, what their snow load is, what the zoning/land-use designation is, etc. for a specific address. This tool will contribute to relationship tables that via a request of a query, can quickly show distance to bus stops and multi-modal pathways from the address.

Task Deliverables

- GIS application for assigning and maintaining addresses

Task 4: Parcel Layer Updates and Corrections

Task 4 includes parcel layer updates, corrections, and maintenance of parcel layers. The parcel layer geodatabase was created several years ago (20 years ago for the County) and has not been updated in several years during which time numerous lot line adjustments and land divisions have been approved and finalized. Furthermore, the accuracy of the parcel lines displayed in the geodatabase is not as accurate as it should be, when compared to available georeferenced aerial imagery such as National Agriculture Imagery Program. The geodatabase will be updated, working from current Assessor's maps and/or recorded maps (Parcel Maps, Subdivision Maps, Records of Survey, etc), to reflect the most up-to-date Assessor's parcel information and to work with the County and the City to correct the accuracy of the parcel line data. This will lead to better transportation and land-use planning because the upgraded parcels can be tagged relative to the General Plan and the transportation guidelines for our county enabling us to plan for the future with intention aligned with state compliance and our Lassen County community's vision and the Lassen County Transportation Commission's Regional Transportation Plan.

Task Deliverables

- Parcel Layer Updates and Corrections

Task 5: Update Zoning and General Plan Designation Layer

This task will include the update and the corrections to the zoning and general plan designation layer. There have been several rezones (approximately 3 per year for the County and multiple for the City) per year that will need to be added to the geodatabase. There will be some quality assurance to ensure that data was input correctly. Zoning is expected to match the applicable

zoning ordinance for each parcel. Zoning boundaries are established through legal descriptions (including metes and bounds), by drawings shown in the applicable ordinance (based on Assessor Parcel Maps or other map sources) or by a combination of both. By updating zoning and the General Plan designation layer, we enable more access for outside businesses and people looking to relocate to Lassen County. As we update, we can sync our efforts to coincide with the Lassen County Transportation Commission's Regional Transportation Plan and link the data from our addressing tool to maximize ease and access.

Task Deliverables

- Zoning and General Plan Designation Layer Updates

Task 6: Update Transportation Layers

Task 6 will include an update and corrections to the roads, transit and multi-modal transportation layers. Updates could include differentiating between maintained versus non-maintained roads and asphalt versus gravel/dirt roads, road conditions, transit routes and stops, adding pedestrian and bicycle facilities to road layers, trail system layers, and emergency evacuation routes.

Task Deliverables

- Updated Transportation Layers

Task 7: Data Mining and Data Integration

Task 7 will include data mining and data integration. It is expected that there will be multiple sources including the California Energy Commission GIS Data Hub, United States Forest Service Region 5 Geospatial Portal, Bureau of Land Management Geospatial Business Platform, US Census Mapping files, California State Geoportal, and Esri's Living Atlas. This task will also include the GIS connections between different programs being used in various departments including but not limited to SMARTGov, Megabyte, Parcel Quest, and Google Earth. During the process of working on this grant application and collaborating with our partners, a few simple efficiencies were identified, such as, providing a consistent workflow between the Susanville Indian Rancheria, the City of Susanville, and Lassen County and an opportunity to streamline the advancement of multi-modal transportation, development, and affordable housing as well as, sustainable economic development endeavors.

Task Deliverables

- Data Mining and Data Integration

Task 8: GIS Training

Task 8 will include training, education, and knowledge transfer of staff on how to use available GIS data and layers. This will include but will not be limited to the use of ArcGIS online, ArcGIS Pro, and Field Maps.

Task Deliverables

- GIS Training, Education and Knowledge Transfer

Task 9: Create New GIS Layers

Task 9 will include the creation of new specific GIS data layers determined by the Needs Assessment or through direction from the County, the City of Susanville, the Susanville Indian Rancheria, or the Lassen Transit Service Agency. The new GIS layers could highlight future multimodal transportation corridors assisting in planning and community engagement via web access.

Task Deliverables

- GIS Data Layer Creation

Revenues		Expenditure	
Local Match (County General Fund)	\$16,821.00	Outside Consultant/Lassen Co.	\$138,650
Sustainable Communities Competitive Technical	\$129,829.00	LCTC - Staff	\$8,000.00
Total:	\$146,650.00	Total:	\$146,650.00

LASSEN COUNTY TRANSPORTATION COMMISSION
Resolution 23-12
Amendment #1 (Formal) to the Fiscal Year 2023/24 Overall Work Program and Budget

WHEREAS, the Lassen County Transportation Commission (LCTC) is the designated regional transportation planning agency for the Lassen County region, and an eligible recipient for transportation planning funds administered by the California Department of Transportation (Caltrans); and,

WHEREAS, the LCTC previously adopted a Fiscal Year 2023/24 Overall Work Program (OWP) on May 5, 2023; and,

WHEREAS, on occasion it is necessary to amend the OWP to address changes in project scope for work elements within the OWP and or budget; and,

WHEREAS, the LCTC received notice from Caltrans that they were to receive \$3,500 of Rural Planning Assistance carry-over funds from the FY 22/23 OWP; and,

WHEREAS, Work Element 706 Lassen GIS Plan was added after the LCTC successfully applied for Sustainable Transportation Planning Grant for \$128,829 from Caltrans; and,

WHEREAS, other budget and schedule adjustments within the OWP are necessary to efficiently apply LCTC resources to the tasks within the OWP.

NOW, THEREFORE, BE IT RESOLVED by the Lassen County Transportation Commission hereby adopts Amendment #1 to the Fiscal Year 2023/24 Overall Work Program and Budget.

The foregoing resolution was passed and adopted at the November 13, 2023 meeting of the Lassen County Transportation Commission by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

Aaron Albaugh
Chair, 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 Clerici, Executive Secretary

October 17, 2022



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 4.12

Date: November 9, 2023

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: Zero Emission Vehicle Infrastructure Feasibility Study Progress Presentation

REQUESTED ACTION

None. This is an information item only.

BACKGROUND & DISCUSSION

In 2018, the California Air Resources Board (CARB) adopted the Innovative Clean Transit Regulation. is the first of its kind to support these programs. The Innovative Clean Transit Regulation replaced the Fleet Rule for Transit Agencies. The regulation requires all public transit agencies to gradually transition to a 100-percent zero-emission bus fleet and encourages them to provide innovative first and last-mile connectivity and improved mobility for transit riders. This regulation also provides various exemptions and compliance options to provide safeguards and flexibility for transit agencies through this transition.

This initiative is designed to improve long-term air quality throughout the state.

In September 2022, the LCTC received a Sustainable Communities Technical Grant to perform a zero emission vehicle infrastructure feasibility study. This effort is being jointly pursued by both Lassen and Plumas Counties. However, both Commissions will receive separate reports.

In December 2022, after a competitive bidding process, the consulting firm Stantec was selected to do the study. The studies goals are:

- Assessment of current conditions and risk assessment of moving to an electric fleet, including evaluating market conditions of electric vehicles and charging/refueling equipment.
 - Identify current conditions of the fleet and feasibility of operating electric vehicles including evaluating current operational needs and costs versus operational needs and costs with an electric fleet.
-
-

- Stakeholder outreach with relevant agency departments and external partners including utilities, local governments, etc.
- Evaluate current market and determine vehicle options and charging/refueling options.
- Evaluate infrastructure needs and, if applicable, determine best location for charging infrastructure.
- Identify opportunities for the LCTC and PCTC to share charging and/or fueling infrastructure with other transit agencies or fleets (including our federal, state, and local partners)
- Develop a timeline for bus replacement/purchases and infrastructure development.
- Identify routes to electrify in order of feasibility.
- Work with power supplier to identify infrastructure needs for supply.
- Work with fleet maintenance to understand training and equipment needs.
- Develop a funding plan/assessment.

Since the beginning of this effort Stantec has met with a number of stakeholders in the region, including but not limited to:

- Lassen County
- City of Susanville
- Lassen Rural Bus
- Lassen Municipal Utilities District
- LCTC Technical Advisory Committee
- Local medical facilities
- Chambers of Commerce
- School districts

The study is nearing completion. This update will provide more detail on the study goals, methodologies, and next steps.

NEXT STEPS

Staff and the consultant will bring the final report to the Commission at your January 2024 Regular Meeting.

Attachment



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

AGENDA ITEM 4.12

Date: November 6, 2023

From: Genevieve Evans, LCTC Staff

Subject: Final Lassen County 2023 Regional Transportation Plan

REQUESTED ACTION: By Motion, Adopt the 2023 Regional Transportation Plan and Environmental Document

PAST ACTION

LCTC staff have completed the Final Lassen County 2023 Regional Transportation Plan and Initial Study Checklist/Proposed Negative Declaration. The Draft RTP was presented at the October 10th meeting for review and discussion. The RTP and Environmental Document were available for review and comment from October 6 - November 6 and circulated through the State Clearinghouse as required. Comments received on the Draft RTP and Environmental Document have been incorporated into the Final RTP.

BACKGROUND/DISCUSSION

One of the major planning responsibilities of the LCTC is the development of the Regional Transportation Plan (RTP). The RTP serves as the planning blueprint to guide transportation investments in Lassen County involving local, state, and federal funding over the next twenty years. Transportation improvements in the RTP are identified as short-range/constrained (2023-2033) or long-range/unconstrained (2034-2044). The RTP must be updated every five (5) years to comply with Caltrans guidelines and be eligible for many sources of funding. The last RTP update was adopted in 2017. Any transportation capital improvement projects funded with state or federal funds must be identified in the RTP.

The overall focus of the 2023 RTP is directed at developing a coordinated and balanced multi-modal regional transportation system that is financially constrained to the revenues anticipated over the life of the plan. The coordination focus brings the County, Caltrans, the City of Susanville, government resource agencies, commercial and agricultural interests, Susanville Indian Rancheria, and citizens into the planning process. The balance is achieved by considering investment and improvements for moving people and goods across all types of transportation including automobiles, public transit, bicycle, pedestrian, trucking, railroad, and aviation.

This 2023 update of the RTP did not significantly change the scope or goals of the prior RTP. Changes to the RTP from the Draft version to the Final version include:

- Highlighting certain active transportation projects deemed particularly important for the region
- Clarified description of the role of the LTSA
- Expanded description of rail and freight
- Clarification of some Caltrans projects
- Updated traffic volume data
- Strengthen discussion on wildlife connectivity concerns as suggested by the US Fish and Wildlife comment letter on the Environmental Document
- A variety of clerical error corrections and clarifications

RECOMMENDATION – Approve the Initial Study/Negative Declaration and Final RTP as presented by 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

To: Lassen County Transportation Commission **AGENDA ITEM 4.13**

Date: November 9, 2023

From: John L Clerici, Executive Secretary 

Subject: Senate Bill (SB) 125 Transit and Intercity Rail Capital Program / Zero Emission Transit Capital Program – Overview and Discussion

REQUESTED ACTION

None. This is an information item only.

BACKGROUND & DISCUSSION

Senate Bill 125 (SB 125) amended the Budget act of 2023 to create a new one-time source of transit funding to address operational funding shortfalls created from the reduction in transit ridership during the COVID-19 pandemic and capital needs. Approximately \$5.1 billion of funding will be distributed by formula over four years and administered by Regional Transportation Planning Agencies (RTPAs), such as the Lassen County Transportation Commission (LCTC) to identify and program regional transit operations and capital projects.

The SB 125 funding will be distributed through two programs: the Transit and Intercity Rail Capital Program (TIRCP) and the Zero Emission Transit Capital Program (ZETCP). Each program has slightly different project eligibility and reporting requirements and is briefly summarized below:

- The TIRCP is an existing competitive transit grant program created to fund transformative capital improvements to California’s intercity rail, bus, ferry, and rail transit systems. Eligible projects may include the purchase of new rolling stock, service integration, capital facilities, mobile or contactless payment systems. All capital projects must increase ridership and reduce GHG emissions.
- The ZETCP is a new program that funds projects relating to the purchase and and/or construction of zero-emission transit equipment, zero-emission vehicles and refueling infrastructure.

The SB 125 funds may also be used for transit operating expenses within its jurisdiction that prevent service cuts and increase ridership, including those related to ensuring safety and state of good repair of the vehicles and infrastructure necessary to operate service, as well as those that pay for free and reduced fare programs.

Program Requirements

In order to access the funds, LCTC is required to submit an initial allocation plan identifying the projects to be funded to the California State Transportation Agency (CalSTA) by December 31, 2023. The initial allocation plan is not required to fully allocate all funding, but any projects requesting funding in FY 2023/24 must be included in the plan. A short-term financial analysis of the transit systems is also required if SB 125 funds will be used for transit operating support between FY 2023-2024 and FY 2026-2027. Amendments to the allocation plan are allowed on a rolling basis to include additional projects or modify the list due to changing priorities.

Following the submittal of the initial allocation plan, LCTC will be required to complete the following:

- Conduct annual financial and transit service quality analyses.
- Post monthly transit ridership levels to the LassenCTC.Com website.
- Coordinate with SB 125 recipients to prepare annual progress reports.
- Submit and receive approval of a one-time, long-term financial plan by June 30, 2026, that addresses the approach to sustain the region’s transit operations absent additional discretionary or nonformula state funding to maintain eligibility for future TIRCP funding in the 2026-27 fiscal year and beyond.

The SB 125 guidelines allow for up to 1% of funding, or \$41,067, to be utilized by the RTPA to administer the program and prepare a long-term financial plan for the transit system.

Lassen County Regional Share of SB 125

Lassen County’s regional share of the total \$5.1 Billion available statewide is approximately \$12.3 million.

The table below summarizes the annual distribution of funds by source available to transit operators within Lassen County:

SB 125 TIRCP/ZETCP Funding Summary					
Fund Source	Fiscal Year				
	FY 23/24	FY 24/25	FY 25/26	FY 26/27	Total
Transit & Intercity Rail Capital Program	\$1,829,937	\$1,833,800	\$0	\$0	\$3,663,737
Zero Emissions Transit Capital Program	\$165,103	\$92,619	\$92,619	\$92,619	\$442,960
Total by FY	\$1,995,040	\$1,926,419	\$92,619	\$92,619	\$4,106,697
Source: Budget act of 2023 SB 125 Formula-Based Transit and Intercity Rail Capital Program & Zero Emission Transit Capital Program, Final Guidelines, September 29, 2023.					

NEXT STEPS

LCTC Staff, working with the local transit provider and CalSTA staff will bring a funding allocation outline for your consideration at you December 2023 Regular Meeting.

Attachment