

LASSEN COUNTY TRANSPORTATION COMMISSION  
REGIONAL TRANSPORTATION PLANNING AGENCY



John L. Clerici, Executive Secretary

Office:  
555 Capitol Mall, Suite 600  
Sacramento, CA 95814

Date Posted: March 10, 2022

P.O. Box 1028  
Susanville, CA 96130

To: THE LASSEN COUNTY TRANSPORTATION COMMISSION:

Mendy Schuster, Vice-chair (City Council)  
Quincy McCourt (City Council)  
Thomas Herrera (City Council)

Tom Hammond (Co. Supervisor)  
Jeff Hemphill, Chair (Co. Supervisor)  
Aaron Albaugh (Co. Supervisor)

Subject: **REGULAR MEETING**

of the

**LASSEN COUNTY TRANSPORTATION COMMISSION**

A meeting of the Lassen County Transportation Commission has been scheduled for **Monday, March 14, 2022, at 1:30 p.m.**

**Special Note: The meeting will be held at the City Council Chambers, 66 North Lassen Street, Susanville, CA.**

**Zoom Link: <https://us06web.zoom.us/j/86423730201>**

**Meeting ID: 864 2373 0201 Passcode: 026487**

**Call in number: 1-253-215-8782**

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 January 10, 2022, 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 \$28,468.18. \*

**REQUESTED ACTION: Approve payment of Clerici Consulting fees and costs in the amount of \$28,468.18 as shown in Invoice #009-22 for February 2022.**

1.42 Low Carbon Transit Operations Program (LCTOP) Allocation Request. \*

**REQUESTED ACTION: Adopt Resolution 22-02 authorizing the request to exchange LCTOP funds and designating the Executive Secretary as the Authorized Agents on behalf of the Commission, and 2) authorize Executive Secretary to sign agreements, and submit all documentation necessary to negotiate for and receive LCTOP exchange funds.**

1.43 Authorization for LTSA Executive Director to sign FTA Consolidated Application for FFY 2022 and FFY 2023. \*

**REQUESTED ACTION: Adopt Resolution 22-03 authorizing the Executive Director of the Lassen Transit Service Agency (LTSA) to file and execute applications on behalf of with the Department to aid in the financing of capital/operating assistance projects pursuant to Section 5311 of the Federal Transit Act (FTA C 9040.1G), as amended, and pursuant to Section 5339 of the Federal Transit Act (FTA C 5100.1), as amended.**

1.44 Professional Services Agreement – Triennial Performance Audits.

**REQUESTED ACTION: Authorize the Executive Secretary to enter into a professional services agreement between the Lassen County Transportation Commission (LCTC) and Michael Baker International (MBI), to prepare triennial performance audits of the Lassen County Transportation Commission and the public transit operator, Lassen Transit Service Agency (LTSA) in Lassen County, for the three-year period ending June 30, 2021.**

1.5 Election of Chairperson and Vice-Chairperson

**REQUESTED ACTION: BY MOTION, elect a Chairman and Vice-Chairman to preside at meetings of the Commission for the balance of the calendar year 2022.**

**(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 Fiscal Year 2022/23 Draft Overall Work Program and Budget

**ACTION REQUESTED: BY MOTION, authorize staff to release the Draft Overall Work Program and Budget (OWP) for FY 2022/23 to the public for circulation, review, and comment.**

4.12 FY 2022/23 Unmet Transit Needs – SSTAC Meeting

**ACTION REQUESTED: None. This is an informational item only.**

4.13 Local Road Safety Plan (LRSP) Update

**ACTION REQUESTED: None. This is an informational item only**

**(5) INFORMATION ITEMS**

5.01 Mid-year LCTC Financial Update  
Executive Secretary Report

Updates:

- US 395 Coalition Building
- ATP Public Meetings
- RTP update
- Infrastructure Legislation

**(6) CORRESPONDENCE**

6.01 None

**(7) OTHER BUSINESS**

7.1 Matters brought forth by the Commission

7.2 Next Commission Meeting – **Monday, May 9, 2022, at 1:30 p.m.**

7.3 Adjourn

\* Attachment

# Enclosure

^ Handout

ITEMS TENTATIVELY SCHEDULED FOR FUTURE MEETINGS:

- Unmet Transit Needs Reports and Determination
- Progress on on-going planning efforts
  - US 395 – Investment Plan Draft Report
  - City and County capital projects
  - ATP Public Meetings and Progress
- Identification and adoption of Commission By-laws