

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: August 4, 2022

To: THE LASSEN COUNTY TRANSPORTATION COMMISSION:

Russ Brown, (City Council)  
Quincy McCourt (City Council)  
Thomas Herrera (City Council)

Tom Hammond (Co. Supervisor)  
Jeff Hemphill (Co. Supervisor)  
Aaron Albaugh, Vice-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, August 8, 2022, at 1:30 p.m.**

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

**Call in number for participants who want to join by phone:**

**Call number: 302-202-1104**

**Access Code: 968698**

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 June 20, 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 \$23,969.27. \*

**REQUESTED ACTION: Approve payment of Clerici Consulting fees and costs in the amount of \$23,969.27 as shown in Invoice #009-27 for July 2022.**

1.42 Local Road Safety Plan

**REQUESTED ACTION: Accept the Final Local Road Safety Plan for Lassen County.**

1.43 Fiscal Year 2022/23 State of Good Repair (SGR) Projects

**REQUESTED ACTION: Adopt Resolution 22-07 approving the list of projects for the FY 2022/23 State of Good Repair Program.**

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 2022/23 term.**

(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 Date change for October 2022 Regular Meeting

**ACTION REQUESTED: BY MOTION, direct staff to change the date of the of the LCTC's October 10, 2022, Regular Meeting to October 17, 2022.**

(5) **INFORMATION ITEMS**

- 5.01 Executive Secretary Report  
Updates:  
• US 395 Coalition Building

**(6) CORRESPONDENCE**

6.01 None

**(7) OTHER BUSINESS**

7.1 Matters brought forth by the Commission

7.2 Next Commission Meeting – **Monday, October 17, 2022, at 1:30 p.m.**

7.3 Adjourn

\* Attachment

# Enclosure

^ Handout

**ITEMS TENTATIVELY SCHEDULED FOR FUTURE MEETINGS:**

- Final Active Transportation Plan
- Progress on on-going planning efforts
  - US 395 – Investment Plan Draft Report
  - City and County capital projects
- Identification and adoption of Commission By-laws

**LASSEN COUNTY TRANSPORTATION COMMISSION**

**MINUTES**

Regular Commission Meeting

**June 20, 2022**

City of Susanville Council Chambers  
66 North Lassen Street  
Susanville, CA

1:30 P.M. Open Session

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**1:30 P.M. OPEN SESSION**

**1. Convene**

*The Chair called the meeting to order at 1:50 P.M.*

**Roll Call: Present:** Bridges (alternate), Hammond, Hemphill, Schuster  
**Absent:** Albaugh, Herrera, 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 Hemphill and seconded by Commissioner Bridges that the Commission adopt the agenda as presented. The agenda was adopted by the following vote:*

AYES: Bridges, Hammond, Hemphill, Schuster  
NOES: None  
ABSENT: Albaugh, Herrera, McCourt  
ABSTAIN: None

**1.3 Approval of the May 9, 2022 Regular Meeting Minutes**

*The Commission was asked to adopt the Minutes of their May 9, 2022, Regular Meeting.*

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

AYES: Bridges, Hammond, Hemphill, Schuster  
NOES: None  
ABSENT: Albaugh, Herrera, McCourt  
ABSTAIN: None

#### **1.4 Approval of Consent Calendar**

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

AYES: Bridges, Hammond, Hemphill, Schuster  
NOES: None  
ABSENT: Albaugh, Herrera, McCourt  
ABSTAIN: None

#### **2. CORRESPONDENCE/PUBLIC COMMENT**

*No written communications were received.*

*No public comment was offered.*

#### **3. REPORTS**

##### **3.1 Caltrans**

*Mike Mogen reported that he was taking another position with Caltrans District 2, and that this would be his last meeting reporting to the LCTC. He added that the district was in the process of hiring a replacement, and that he would introduce that person at the Commissions next meeting. Mike provided his semi-annual report on projects for D2 projects in or important to Lassen County.*

*Mike reported that “Good Fred” is well underway, that folks should expect lane closures and some delays, and that the project should be done by the end of August.*

*He also commented that striping for the Town Hill brake check area project was in process and that the project was very close to being done.*

*Finally, that replacement fencing on US 395 starting at SR 70 had continued, and the Antelope safety project on SR 139 would begin after July 4.*

##### **3.2 CHP**

*No report was provided by CHP.*

##### **3.3 City of Susanville**

*No report was provided by the City of Susanville.*

### **3.4 Lassen County**

*Pete Heimbigner reported that STIP project Rehab C (Center Road) had been completed.*

### **3.5 Susanville Indian Rancheria**

*No report was provided by Rancheria staff.*

## **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 Local Road Safety Plan**

*Note: This item was not taken in order. Commissioner Hemphill had to leave the meeting and left the Commission without a quorum. The Commission chose to take items 4.13 and 4.14 first while they had a quorum present. The LRSP will be brought back to the Commission for adoption at then August 8, 2022, Regular Meeting.*

### **4.12 LCTC Financial Update**

*Genevieve Evans provided a brief report the annual unmet transit needs process (which she had explained in previous meetings), and has four key components:*

- Soliciting testimony on unmet transit needs that may exist in Lassen County;*
- Analyzing transit needs in accordance with adopted definitions of “unmet transit needs” and “reasonable to meet;”*
- Consultation with the Social Services Transportation Advisory Council (SSTAC); and,*
- Adoption of a finding regarding unmet transit needs that may exist for implementation next fiscal year.*

*She explained that unmet transit needs may include establishing, contracting for, or expanding public transportation, in addition to services or measures required to comply with the Americans with Disabilities Act. If, based on the adopted definitions and criteria, any unmet transit needs are determined to be reasonable to meet by the LCTC they must be funded in the next fiscal year prior to any TDA funds being allocated for non-transit purposes.*

*After careful consultation with the Social Services Transportation Advisory Committee, the Lassen County transit providers, and based on the definitions adopted by the LCTC, it was determined that there were no unmet transit needs that were reasonable to meet. She added however, that there were a number of transit issues in the community, and the Lassen Rural Bus, the LTSA, and other community transit providers were trying to address.*

*It was moved by Commissioner Bridges and seconded by Commissioner Albaugh to adopt Resolution 22-05 finding that there are no new unmet transit needs in that is reasonable to meet for implementation in FY 2022/23. The motion was passed with the following vote:*

*AYES: Albaugh, Bridges, Hemphill, Herrera, McCourt, Schuster  
NOES: None  
ABSENT: Hammond  
ABSTAIN: None*

#### **4.13 LCTC Schedule of Meetings for Fiscal Year 2022/23**

*The Commission was asked to adopt the staff's recommendation for a proposed schedule of meetings for FY 2022/23.*

*Meeting dates include:*

- August 8, 2022*
- October 10, 2022 +*
- December 12, 2022*
- January 9, 2023*
- March 13, 2023*
- May 8, 2023*
- June 19, 2023 \**

*\*Third Monday of month*

*+Columbus Day – may move*

*It was moved by Commissioner Hemphill and seconded by Commissioner Hammond to adopt the schedule of meetings for the LCTC for FY 2022/23 as presented by staff. The motion was passed with the following vote:*

*AYES: Bridges, Hammond, Hemphill, Schuster  
NOES: None  
ABSENT: Albaugh, Herrera, McCourt  
ABSTAIN: None*

#### **4.14 Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA)**

*John Clerici reminded the Commission that the Federal Coronavirus Response and Relief Supplemental Appropriations Act of 2021 apportioned \$911.8 million to*

California (COVID Relief Funds). Under the Act, the COVID Relief Funds may be used for a broad range of surface transportation purposes listed in Section 113(b) of Title 23 of the U.S. Code and are meant to “prevent, prepare for, and respond to coronavirus.”

He added that the CTC approved apportionment of the COVID Relief Funds at their March 14, 2021 meeting consistent with the formula distribution of the Surface Transportation Block Grant Program; with a minimum guarantee of \$200,000 for each county per CTC Guidelines. The Division of Local Assistance (DLA) manages California’s local agency share of the CRRSAA funding.

The region, through the LCTC, is eligible to receive \$200,000. It can be split between the jurisdictions in any fashion the Commission chooses.

John asked that the Commission approve his request to work with the City and County and develop a strategy for splitting the funds, and develop a list of projects from each jurisdiction. The list would be forwarded to the CTC for allocation at their next meeting.

It was moved by Commissioner Hemphill and seconded by Commissioner Bridges to direct staff to work with the City and County on the distribution of CRRSAA funds. The motion was passed with the following vote:

AYES: Bridges, Hammond, Hemphill, Schuster

NOES: None

ABSENT: Albaugh, Herrera, McCourt

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**

Given time constraints and a loss of the quorum the executive summary was abbreviated substantially. It included the following:

#### **US 395**

Staff reported that the May 26 US 395 Coalition “reboot” meeting was a success and that another meeting had been scheduled for June 28.

## **6. CORRESPONDENCE**

None.

## **7. OTHER BUSINESS**

### **7.1 Matter brought forth by the Commission**



*None.*

**7.2 Next Commission Meeting**

*Next meeting of the LCTC will be on Monday, August 8, 2022, at time 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 2:16 p.m.*

*Submitted for approval by:*



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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

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Staff Report

Date: August 5, 2022 **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 \$23,969.27

**REQUESTED ACTION**

Approve payment of Clerici Consulting fees and costs in the amount of \$23,969.27 as shown in Invoice #009-27 for July 2022.

**PAST ACTION**

This is the Twenty-seventh invoice under the contract with Clerici Consulting for Executive Secretary and staff services.

**DISCUSSION**

Attached is Invoices #009-27, with supporting documentation, and a detailed Progress Report for the period beginning July 1, 2022 and ended July 31, 2022. This invoice includes a detailed invoice for charges for sub-consultant Borroum Engineering in the amount of \$13,219.52.

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

- Prioritized projects for final ATP
- Presented to Lassen County on HSIP projects - funding and grant applications
- Follow-up for June LCTC Commission and TAC meetings
- Developed internal draft for US 395 Investment Strategy
- Participated in meetings for the US 395 Coalition on behalf of Lassen County

These charges are consistent with the billing trends for the FY 2022/23 OWP budget to date.

Attachments (1)

# INVOICE


**Project Title:** Lassen County Transportation Commission  
Executive Secretary and Staffing Services

**Date:** August 1, 2022  
**Invoice #** 009-027  
**Billing Cycle Ended:** 7/30/2022 (July 1, 2022 - July 31, 2022)

**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	75.00	\$ 65.00	\$ 71.50	\$ 6.83	\$ 143.33	\$ 10,749.75
Borroum Engineering July						\$ 13,219.52
LSC Transportation Consultants July						
Printing, copies, reproduction						No Charge
Travel (Lodging, meals)						No Charge
<b>TOTAL</b>						<b>\$ 23,969.27</b>
Prior Balance						\$ 41,628.57
Payment						\$ 41,628.57
<b>Total Due</b>						<b>\$ 23,969.27</b>

 8/3/22

*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 009-027  
Period: July 1, 2022 – July 31, 2022

**WORK COMPLETED (through July 31, 2022)**

**SPECIFIC WORK ELEMENT RELATED ACTIVITIES**

- **Work Element 100 – Administration**
  - Developed and distributed agenda materials for the Commissions August TAC meeting.
  - Drafted agenda materials for the Commission August meeting.
  - Provided follow-up for the June 2022 Regular Commission meeting.
  
- **Work Element 601A – General Planning**
  - Participated in RCTF meeting (7/15)
  - Continued to monitor regional and statewide transportation issues
  
- **Work Element 601B – RTP Data Collection**
  - Continued updates to RTP Sections 1 and 2.
  
- **Work Element 601C – Active Transportation Programming**
  - No work was done in this Work Element
  
- **Work Element 601D – 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
  - Assisted City and County staff to develop CTC materials for project time extensions and project modifications
  - Worked with City and County staff to develop CTC materials to apply for CRSSA program funds
  
- **Work Element 603 – Outreach**

- Presented to Lassen County Board of Supervisor on HSIP projects developed from LRSP (7/26)
- **Work Element 604 – TDA**
  - Processed other TDA related claims and transfers as needed
  - Engaged Lassen County on TDA allocation issues (7/16)
  - Engaged LTSA staff in discussions of LTSA Capital Plan (7/20)
- **Work Element 703 – US 395 Phase 2**
  - Continued support of US 395 coalition building efforts
  - Participated in 395 Coalition general meeting (7/28)
  - Developed draft US 395 investment strategy
  - Participated in Sierra Army Depot Resiliency TAC meeting (7/29)
- **Work Element 704 – Local Road Safety Plan**
  - No work was done in this Work Element
- **Work Element 705 – Zero Emission Infrastructure**
  - No work was done in this Work Element

8/2/2022

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

Borroum Engineering  
 633 Tamarindo Way  
 Roseville, CA 95678

Invoice #27: Invoice Period: July 1, 2022 to August 1, 2022

DATE	HOURS										Labor Sub-Total	
	OWP Task 100- Administration	OWP Task 601A - Transportation Planning - General	OWP Task 601B - Regional Transportation Planning	OWP Task 602 - Programming	OWP Task 603 - Outreach	OWP Task 604 - TDA	OWP Task 703 - Rt 395 Grant Study	OWP Task 705-EV Feasibility Study				
July												
1		3										3
2w												
3w												
4			2									2
5			3									3
6		3										3
7		6				1						7
8		1		2		1						4
9w												
10w												
11		5										5
12		4	2									6
13		2		3								8
14				8								8
15		3		1		2		1				7
16w												
17w												
18		1				5						5
19		2				5						6
20						2			1			8
21		3		1		2			1			7
22		3				5						4
23w												
24w												
25		1				2						3
26		2				2						4
27						2						3
28		2		1								2
29		1	2									3
30w												
31w		42	10			35			2		4	109
TOTAL	0	42	10	16		35			2		4	109
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
		5,093.76	1,212.80	1,940.48	-	4,244.80	242.56	485.12	485.12	242.56	485.12	13,219.52
												121.28

*[Handwritten Signature]*  
 8/2/22

Total this invoice: \$ 13,219.52

**Steve Borroum**

**Work assignments**

**Invoice period for July 1, 2022 to August 1, 2022**

- 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, and transit systems. This also includes work to analysis the County demographic changes. (OWP work element 601A and 601B)
- 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 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 703, and 704)
- Engineering oversight (OWP work element 703 and 704)



Handwritten signature of Steve Borroum, dated 8/2/22.





Staff Report

To: Lassen County Transportation Commission

**AGENDA ITEM 1.42**

Date: August 5, 2022

From: Gordon Shaw, LCTC Staff

Subject: Local Roadway Safety Plan

**REQUESTED ACTIONS: Accept the Final Local Road Safety Plan.**

**PAST ACTION**

This item was discussed at the June 20, 2022 Regular LCTC Meeting, but was not acted upon. It was carried over to this agenda.

In 2021, the LCTC received a grant from Caltrans to prepare a Local Roadway Safety Plan (LRSP). This study was conducted by LCTC staff. A presentation of the draft LRSP was made to the Board in April and in May of 2022.

**BACKGROUND/DISCUSSION**

An LRSP identifies and analyzes safety problems and recommends safety improvements. An LRSP is required to obtain Highway Safety Improvement Program (HSIP) funding in the future. The study included extensive data collection and analysis of crashes and other traffic data throughout the County, public/stakeholder workshops and identification of safety projects designed to reduce potential future crashes. Stakeholders that were invited to provide input to the plan included the following:

- Caltrans District 2
- Lassen County Public Works
- Lassen County Sheriff’s Department
- California Highway Patrol
- City of Susanville Public Works
- City of Susanville Fire Department
- US Forest Service
- US Bureau of Land Management
- Susanville Indian Rancheria
- Lassen Lands and Trails Trust

Presentations have been made at public meetings in Westwood and Susanville as well as to the Lassen County Board of Supervisors, the Susanville City Council, and the Sierra Alliance. All comments received in these meetings have been addressed and used to prepare a Final Report.

The final plan recommends specific improvements to three key roadways that have a high crash rate and a high potential for successful grant funding: Eagle Lake Road, Johnstonville/Center Road and Hurlong Road. These improvements focus on measures that are relatively low cost but have a high potential to reduce crashes. These three projects as a whole are forecast over ten years to **avoid 135 crashes, including 52 crashes resulting in injuries and 2 crashes resulting in fatalities.** In Susanville, it includes a recommendation for a citywide signing and striping study. Finally, the study includes recommendations to increase speed enforcement, review of appropriate speed limits, increased bicycle and walking safety programs, improved pedestrian facilities, and expanded DUI efforts.

**RECOMMENDATION** – Adoption of the Final Lassen County Local Roadway Safety Plan.



John L. Clerici, Executive Secretary

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Staff Report

To: Lassen County Transportation Commission

**AGENDA ITEM 1.43**

Date: August 5, 2022

From: John L Clerici, Executive Secretary

Subject: Fiscal Year 2022/23 State of Good Repair (SGR) Projects

**REQUESTED ACTION**

**BY MOTION, Adopt Resolution 22-07 approving the list of projects for the FY 2022/23 State of Good Repair Program.**

**PAST ACTION**

Previously the Commission approved the project list recommended by the Lassen Transit Service Agency for the initial funding cycle and the FY 2021/22 funding cycle of the State of Good Repair (SGR) Program.

**DISCUSSION**

The SGR program is one program created under Senate Bill 1, which raised fuel and vehicle license fees in California, and was reaffirmed by the voters in defeating Proposition 6 on the November ballot. The SGR provides approximately \$110 million annually to transit operators in California for eligible transit maintenance, rehabilitation and capital projects. The SGR Program benefits the public by providing public transportation agencies with a consistent and dependable revenue source to invest in the upgrade, repair and improvement of their agency's transportation infrastructure and in turn improve transportation services.

SGR funds are made available for capital projects that maintain the public transit system in a state of good repair. PUC section 99212.1 (c) lists the projects eligible for SGR funding, which are:

- Transit capital projects or services to maintain or repair a transit operator's existing transit vehicle fleet or transit facilities, including the rehabilitation and/or modernization of the existing vehicles or facilities.
- The design, acquisition and construction of new vehicles or facilities that improve existing transit services.
- Transit services that complement local efforts for repair and improvement of local transportation infrastructure.

Examples include, but are not limited to, the following:

- Replacement or rehabilitation of:
  - Rolling stock
  - Passenger stations and terminals
  - Security equipment and systems
  - Maintenance facilities and equipment
  - Ferry vessels
  - Rail
  
- Transit Preventative Maintenance
  - Public and Staff Safety
  - Preventative maintenance is only to maintain existing infrastructure and vehicles in a state of good repair, essentially repair and rehabilitation. Normal maintenance such as oil changes and other regularly scheduled vehicle maintenance are to be covered under normal operating costs and are **not** eligible for State of Good Repair funding.
  
- New transit facilities or equipment needed to maintain the existing transit service(s)

To the extent possible and cost effective, and where feasible, the State of Good Repair Program encourages eligible recipients to promote “fix-it-first” transit capital projects that reduce greenhouse gases and help achieve the state’s environmental goals. Examples of such projects may include replacement of vehicles with partial and/or zero emission vehicles, green technology equipment enhancements, or transit facility upgrades to improve energy efficiency.

The California State Controller released the estimated allocation amount of SGR funds available to each Transportation Planning Agency. The estimated allocation amount for Lassen County is \$48,731 for Fiscal Year 2022/23. The funds will be distributed in quarterly amounts through the California State Controller.

Statewide, 50% of SGR funds are allocated according to population (using a formula under Section 99313 of the Public Utilities Code [PUC]) and half according to transit operator revenues (PUC 99314).

The Lassen Transit Service Agency and Commission staff recommends the projects shown in the attached list for the Fiscal Year 2022/23 State of Good Repair Program. The LTSA is expected to approve the list at their August 8, 2022 Regular meeting. The list includes the following:

Project Title	Project Description	Total SGR Costs 22/23 99313	Total SGR Costs 22/23 99314	Total All Other Funds	Total Project Costs
Replacement purchase of maintenance lifts	LTSA owns two sets of maintenance lifts (one for each maintenance bay). One set was purchased in 2004 and its useful life is normally around 10 years and major components are becoming obsolete.	\$ 37,490.00	\$ 1,985.00	\$ 10,525.00	\$ 50,000.00
Replacement purchase of bus #19	Bus #19 has passed its useful life. It was purchased in 2014 and has a current mileage of 163,446. Major components are beginning to fail. The federal useful life standard for this vehicle type is 7 years and 150,000. LTSA plans to replace bus #19 with a smaller low floor bus with a 14 seat capacity and 3 wheelchair positions.	\$ 9,256.00		\$ 181,240.00	\$ 190,496.00

Both projects are included in the draft Transit Development Plan for this year and both projects are in LTSA's Transit Asset Management plan for 2020.

## ALTERNATIVES

Provide direction to staff.

LASSEN COUNTY TRANSPORTATION COMMISSION  
 Resolution 22-07  
 Resolution Approving the Project List for FY 2022-23 for the  
 California State of Good Repair Program

WHEREAS, Senate Bill (SB1), the Road Repair and Accountability Act of 2017, establishing the State of Good Repair (SGR) program to fund eligible transit maintenance, rehabilitation and capital project activities that maintain the public transit system in a state of good repair; and

WHEREAS, SGR funds are allocated by the Lassen County Transportation Commission; and

WHEREAS, the Lassen Transit Service Agency’s share of SGR funds for fiscal year 2022-23 is estimated to be \$48,731; and

WHEREAS, these funds will be used for the following list of projects; and

Project Title	Project Description	Total SGR Costs 22/23 99313	Total SGR Costs 22/23 99314	Total All Other Funds	Total Project Costs
Replacement purchase of maintenance lifts	LTSA owns two sets of maintenance lifts (one for each maintenance bay). One set was purchased in 2004 and its useful life is normally around 10 years and major components are becoming obsolete.	\$ 37,490.00	\$ 1,985.00	\$ 10,525.00	\$ 50,000.00
Replacement purchase of bus #19	Bus #19 has passed its useful life. It was purchased in 2014 and has a current mileage of 163,446. Major components are beginning to fail. The federal useful life standard for this vehicle type is 7 years and 150,000. LTSA plans to replace bus #19 with a smaller low floor bus with a 14 seat capacity and 3 wheelchair positions.	\$ 9,256.00		\$ 181,240.00	\$ 190,496.00

WHEREAS, in order to qualify for these funds, the Lassen County Transportation Commission is required to submit a proposed project list to California Department of Transportation (Caltrans) on an annual basis;

NOW, THEREFORE, BE IT RESOLVED that the Lassen County Transportation Commission hereby approves the SB1 State of Good Repair Project List for FY 2022-23; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Lassen County Transportation Commission that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances document and applicable statutes, regulation and guidelines for all SGR funded transit capital projects.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Executive Secretary is hereby authorized to submit a request for Scheduled Allocation of the SB1 State of Good Repair Funds and to execute the related grant applications, forms and agreements.

The foregoing resolution was adopted by the Lassen County Transportation Commission at its August 8, 2022, meeting by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

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Aaron Albaugh, Vice-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.

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John L. Clerici, Executive Secretary

August 8, 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

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Staff Report

To: Lassen County Transportation Commission

**AGENDA ITEM 1.50**

Date: August 5, 2022

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: Election of 2022/23 Officers – Balance of Terms

Staff Report

**REQUESTED ACTION**

Elect a Chair and Vice-Chair to preside at meetings of the Commission for the balance of 2022/23 term.

**PAST ACTION**

Each year the Commission elects a Chair and Vice-Chair from its 6-member board.

**DISCUSSION**

At their March 2022 meeting, Commissioners selected a Chair and Vice-chair to preside over LCTC meeting for a term to expire in March 2023. Since then circumstances have vacated the Chair position requiring it to be filled. In turn, if the current Vice-chair is selected to be the Chair, then the Vice-chair position will need to be filled.

**ALTERNATIVES**

Commission to provide direction to staff.






John L. Clerici, Executive Secretary

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Staff Report

To: Lassen County Transportation Commission  
Date: August 5, 2022  
From: John L Clerici, Executive Secretary   
Subject: Date change for October 2022 Regular Meeting

**AGENDA ITEM 4.11**

**REQUESTED ACTION**

**By Motion, direct staff to change the date of the of the LCTC's October 10, 2022, Regular Meeting to October 17, 2022.**

**BACKGROUND AND DISSCUSSION**

At your June 20, 2022, Regular Meeting the Commission adopted its schedule for Fiscal Year 2022/23. In that schedule the October meeting was scheduled to fall on the tenth. October 10 is Columbus Day and is a scheduled holiday for both the City of Susanville, and Lassen County employees. In addition, City offices will be closed and therefore the Council Chambers will be closed as well.

Staff is requesting that the meeting date from October 10 to October 17. Staff has confirmed with LTSA staff on this, and they agree with the change. The venue and time will remain the same.

**ALTERNATIVES**

Provide direction to staff.