LASSEN COUNTY TRANSPORTATION COMMISSION
REGIONAL TRANSPORTATION PLANNING AGENCY

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LCTC/T-2
2017/67

Date Posted: March 1, 2017

To: **THE LASSEN COUNTY TRANSPORTATION COMMISSION:**

Kathie Garnier, Chairman (City Council)
Brian Wilson (City Council)
Rod DeBoer (City Council)
Jeff Hemphill Vice Chairman (Co. Supervisor)
David Teeter (Co. Supervisor)
Aaron Albaugh (Co. Supervisor)

Cynthia M. Raschein

From: Richard Egan, Executive Secretary

Subject: REGULAR MEETING OF THE LASSEN COUNTY TRANSPORTATION COMMISSION

The regular meeting of the Lassen County Transportation Commission has been scheduled for **Monday, March 6, 2017 at 1:00 p.m.** The meeting will be held at the Lassen County Board of Supervisors Chambers, 707 Nevada Street, Susanville, CA. The agenda is as follows:

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(1) CONVENE

1.1 Pledge of Allegiance

1.2 Agenda Approval: Additions and deletions

Motion Required

1. 1.3 Minutes Approval: February 6, 2017 Commissioners Present: Wilson, Hemphill, Garnier, Albaugh, and Teeter.

Motion Required

(2) CORRESPONDENCE / PUBLIC COMMENT

2.1 Correspondence: None

2.2 Public Comment: Matters brought forth by the Public

(3) REPORTS

3.1 Reports by Caltrans, CHP, City of Susanville, County of Lassen, and LCTC staff:

- Caltrans report (Caltrans)
- California Highway Patrol Report (CHP) - Report on Local Projects
- City of Susanville Report (City)
- County of Lassen Report (County)
- Susanville Indian Rancheria Report (SIR)
- Executive Secretary Report (LCTC Staff)

4. - Summary of Commission Financial Activities

(4) NEW BUSINESS

9. 4.1 **1:00 p.m.** Unmet Needs Public Hearing: 1) Recite opening statement for the public hearing, and 2) open the public hearing to receive public comment on potential Unmet Transit Needs within the jurisdiction of the Commission, and 3) by motion, direct staff to perform analysis of public comments for final adoption

Motion Required

11. 4.2 Fiscal and Triennial Audit Request for Proposals: By motion, authorize staff to circulate new Request for Proposals for audit services and consider appointing an evaluation committee to review received proposals for a recommendation to the Commission

Motion Required

15. 4.3 Amend Authorized Agent for Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA): By motion, amend the existing Authorized Agent for the PTMISEA program to Richard Egan, Executive Secretary OR Cynthia Raschein, Transportation Project Manager

Motion Required

17. 4.4 Amend Authorized Agent for California Office of Emergency Services (Cal OES): By motion, amend the existing Authorized Agent for the Cal OES program to Richard Egan, Executive Secretary OR Cynthia Raschein, Transportation Project Manager

Motion Required

19. 4.5 Amend Authorized Agent for Low Carbon Transit Operations Program (LCTOP): By motion, amend the existing Authorized Agent for the LCTOP program to Richard Egan, Executive Secretary OR Cynthia Raschein, Transportation Project Manager

Motion Required

22. 4.6 Planning, Programming and Monitoring Agreement: By motion, 1) Adopt Resolution 17-03, executing the State Transportation Improvement Program (STIP) Planning, Programming and Monitoring (PPM) Agreement for 2016/2017 PPM funds, and 2) authorize Executive Secretary to sign agreements, and submit all documentation necessary to receive PPM funding per the agreement

Motion Required

30. 4.7 Application for 2015/2016 and 2016/2017 California Transit Security Grant Program funds: By motion, adopt Resolution 17-04 authorizing Executive Secretary to 1) sign all necessary documents to acquire the grant funds for this project, and 2) implement appropriate transit safety and security improvements upon approval of the application

Motion Required

33. 4.8 Transportation Funding/Reform, Assembly Bill 1: Provide direction to staff

Information and Possible Action

41. 4.9 Identify and apply for projects for Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) funding: Provide direction on

potential projects based on the PTMISEA eligible projects list, and by motion, adopt Resolution 17-05 authorizing the Executive Secretary to sign and submit all documents necessary to request funding

Motion Required

49. 4.10 Low Carbon Transit Operations Program (LCTOP) Allocation Request: By motion, 1) adopt Resolution 17-06 authorizing the request for funds from the LCTOP program, and designating the Executive Secretary as Authorized Agent on behalf of the Commission, and 2) authorize Executive Secretary to sign agreements, and submit all documentation necessary to receive LCTOP funding

Motion Required

52. 4.11 State Transportation Improvement Program (STIP) Amendment: By motion, 1) identify projects from the adopted 2019 STIP to amend and/or delete in order to provide additional funding to project number PPNO2121A, Skyline Road East/Extension, and 2) move construction funding from FY 17/18 to FY 18/19; and 3) adopt Resolution 17-07, amending the STIP and authorizing the Executive Secretary to execute and submit all documents necessary to amend the STIP on behalf of the Lassen County Transportation Commission (LCTC).

Motion Required

58. 4.12 Contract for Services between Lassen County and the Lassen County Transportation Commission: By motion, relieve County Counsel as the primary counsel to the Commission, and designate alternate primary counsel.

Motion Required

59. 4.13 Contract for Services between Lassen County and the Lassen County Transportation Commission: By motion, notify Lassen County of Termination of the Agreement between Lassen County and the Lassen County Transportation Commission, and/or provide direction to staff

Motion Required

(5) OTHER BUSINESS

5.1 Matters brought forth by the Commission

5.2 Set date for the next Regular Commission meeting for April 10, 2017

5.3 Adjourn

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

ITEMS SCHEDULED FOR FUTURE MEETINGS:

- 2015/16 final audit
- Draft Overall Work Program
- Amended Purchasing Policy
- Unmet Needs final adoption