

LASSEN COUNTY TRANSPORTATION COMMISSION
REGIONAL TRANSPORTATION PLANNING AGENCY



Matthew C. Boyer, Executive Secretary

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Date Posted: November 8, 2017

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

Subject: REGULAR MEETING OF THE LASSEN COUNTY
TRANSPORTATION COMMISSION

The regular meeting of the Lassen County Transportation Commission has been scheduled for Monday, November 13, 2017 at 1:00 p.m. The meeting will be held at the Lassen County Board of Supervisors Chambers, 707 Nevada Street, Susanville, CA. The Agenda is as follows:

Page (1) **CONVENE**

1.1 Pledge of Allegiance

1.2 Agenda Approval: Additions or deletions

Motion Required

1.3 Minutes Approval:

- (a) July 10, 2017
- (b) September 11, 2017
- (c) October 2, 2017

Motion Required

(2) **CORRESPONDENCE/PUBLIC COMMENT**

(3) **REPORTS**

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

(4) **NEW BUSINESS**

4.01 ANNOUNCEMENT OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

None Scheduled

4.02 ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION

4.1 2018 Regional Transportation Improvement Program (RTIP) *

- Submitted Projects
- Conceptual Programming Table

ACTION REQUESTED: None. Discussion only.

4.2 2017 Regional Transportation Plan*

ACTION REQUESTED: Authorize staff to release the Draft 2017 Regional Transportation Plan and environmental document for public review.

4.3 Caltrans State Route 36 Capital Maintenance (CAPM) Project *

ACTION REQUESTED: (1) Authorize the Executive Secretary to execute a professional services agreement with Mark Thomas for planning-level design and cost estimates in support of upcoming community meetings regarding the State Route 36 Capital Maintenance (CAPM) project, in an amount not to exceed \$20,000.00, subject to legal counsel preparing an agreement consistent with past Commission professional services contracts.

(2) Direct staff to return to the Commission at its December meeting with a plan to finance this work.

4.4 Rescheduling of January 8, 2017 Meeting *

ACTION REQUESTED: Re-schedule January 8, 2017 meeting to January 22, 2017.

4.5 Revised Project List - Proposition 1B Transit Security Funding

ACTION REQUESTED: Adopt Resolution 17-22 Approving a Revised Project List and Related Grant Documents

4.6 Amendment #1 to the Fiscal Year 2017/18 Overall Work Program and Budget *

ACTION REQUESTED: Approve Amendment #1 to the Fiscal Year 2017/18 Overall Work Program and Budget.

4.7 Approve payment of Matthew C. Boyer & Associates fees and costs in the amount of \$22,556.05, shown in Invoice #17-46-002 *

ACTION REQUESTED: Approve payment of Matthew C. Boyer & Associates fees and costs in the amount of \$22,556.05, shown in Invoice #17-46-002.

4.8 Addendum #2 to the Agreement with Prentice, Long & Epperson for Legal Services

ACTION REQUESTED: Authorize the Executive Secretary to execute Addendum #2 to the existing legal services agreement with Prentice, Long & Epperson to add additional budget capacity in the amount of \$12,000 increasing the total not-to-exceed contract amount to \$27,000.

4.9 Approval of Contract with Donald R. Reynolds for Triennial Performance Audit

ACTION REQUESTED: Authorize the Executive Secretary to execute a professional services agreement with Donald R. Reynolds, Certified Public Accountant (CPA) in the amount of \$10,500.00 for preparation of a triennial performance audit for the 3-year period ending June 30, 2018.

(5) INFORMATION ITEMS

- California Office of Emergency Services (Cal OES) Site Visit (November 14, 2017)
- Draft Senate Bill 1 Local Partnership Program Guidelines *
- 2018 California State Rail Plan *
- State Transportation Innovation Council – Local Roadway Departure Safety Workshop *
- LassenCTC.com
- District 2 Park-and-Ride Study Memorandum of Understanding *
- SB 1 Partnership Meeting *
- November 3, 2017 North State Super Region Meeting Agenda *
- November 14 SB1 Partnership Forum Meeting *

(6) CORRESPONDENCE

- October 3, 2017 Letter from Caltrans, District 2 Regarding Carryover Planning Fund Balances
- October 13, 2017 Email Regarding Possible Future Hosting of a North State Super Region Meeting

(7) OTHER BUSINESS

5.1 Matters brought forth by the Commission

5.2 Set date for next Regular Commission meeting for December 11, 2017 at 1:30 p.m.

5.3 Adjourn

* Attachment

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

ITEMS SCHEDULED FOR FUTURE MEETINGS:

December 11, 2017

- Adoption of the 2018 Regional Transportation Improvement Program
- Status Report on the State Route 36 Capital Maintenance Project and Community Meeting Results
- Status report on the need for any new or updated LCTC Policies
- Staff work plan for November 1, 2017 – January 31, 2018
- Status Report on Previously-Funding Commission Projects
- Vehicle Speed Feedback Sign

January, 2018 (Date to be determined)

- Adoption of the 2017 Lassen County Regional Transportation Plan, and approval of the related environmental document under the California Environmental Quality Act
- Discussion of possible work program items for Fiscal Year 2018/19