

# LASSEN COUNTY TRANSPORTATION COMMISSION

## MINUTES

Regular Commission Meeting

**May 10, 2021**

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

1:30 P.M. Open Session

---

### 1:50 P.M. OPEN SESSION

#### 1. Convene

*The Chair called the meeting to order at 1:50 P.M. and the Pledge of Allegiance to the Flag was deferred.*

**Roll Call:** **Present:** Albaugh, Hemphill, Herrera, McCourt, Schuster

**Absent:** Hammond\*

\*Commissioner Hammond joined by phone at 2:40 pm

#### 1.2 Adoption of Agenda and Approval of Consent Calendar:

*It was moved by Commissioner Herrera and seconded by Commissioner Albaugh that the Commission adopt the agenda and approve the Consent Calendar. The motion was passed by the following vote:*

AYES: Albaugh, Hemphill, Herrera, McCourt, Schuster

NOES: None

ABSENT: Hammond

ABSTAIN: None

#### 1.21 Minutes Approval of the March 15, 2021 Regular Meeting

*Adopted Minutes of the March 15, 2021 Regular Meeting*

**1.22 Payment of Clerici Consulting Executive Secretary and LCTC staffing fees and costs in the amount of \$20,926.24.**

*Approved payment of Clerici Consulting fees and costs in the amount of \$20,926.24, as shown in Invoice #009-12 for April 2021. This invoice included separate invoices for sub-consultants Borroum Engineering in the amount of \$9,459.84.*

### **1.23 Fiscal Year 2020/21 Overall Work Program and Budget Amendment #4**

*Adopted by motion, Resolution 21-08 approving Amendment #4 to the Fiscal Year 2020/21 Overall Work Program and Budget.*

### **1.24 Supplemental Funding for FY 2019/20 Independent Audit**

*Adopted by motion, Resolution 21-09 authorizing supplemental funding for Fiscal Year 19/20 Audit.*

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

*No written communications were received.*

*No oral comment was received.*

## **3. REPORTS**

### **3.1 Caltrans**

*Mike Mogen, D2 Project Manager, provided the Commission with an overview of the most current traffic counts for US 395 and SR 36. He also provided insight on the methodology for collecting traffic count data, and some of the hardware used in that regard. The report included traffic data from 2019. Mike reported that 2020 traffic counts were available but needed to be organized. He would share the new data as soon as practicable.*

*Though details of the report will be provided in an organized memo to the Commission, Mike reported that in general annual traffic on these two highways was either flat, or in some areas decreasing. However overall large truck traffic had increased substantially as a percent of total traffic. This information confirmed recent objective and subject observations within the community.*

### **3.2 CHP**

*No report was provided by CHP.*

### **3.3 City of Susanville**

*No report was provided by city staff.*

### **3.4 Lassen County**

*No report was provided by county staff.*

### **3.5 Susanville Indian Rancheria**

*No report was provided 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 Fiscal Year 2021/22 Unmet Transit Needs Determinations**

*The Commission was asked to adopt by motion, Resolution 21-05 finding that there is no new unmet transit needs in that is reasonable to meet for implementation in FY 2021/22.*

*During the discussion on this agenda item, it was determined that the definitions for reasonable to meet, adopted at the Commissions January 2021 meeting, had not been included in the agenda package. Commissioner Albaugh asked staff to provide the approved definitions and requested that the item be tabled until the June 2021 LCTC meeting.*

*In addition, Commissioner McCourt requested that Commissioner be provided a primer and be allowed more substantive discussion on the unmet needs process, how the definitions are developed, and how the unmet needs process informs transit operations. The Executive Secretary agreed to develop a workshop for the Commissioners early in FY 2021/22 on the unmet needs process.*

*It was moved by Commissioner McCourt and seconded by Commissioner Albaugh to table the item for consideration at the next LCTC Regular Meeting (June 21, 2021). The motion was passed with the following vote:*

AYES: Albaugh, Hemphill, Herrera, McCourt, Schuster

NOES: None

ABSENT: Hammond

ABSTAIN: None

### **4.12 Programming Highway Infrastructure Program (HIP) Funds**

*The Commission was asked to adopt by motion, Resolution 21-06: Providing authorization to Program Federal Fiscal Year (FFY) 2018, 2019, 2020 and 2021 HIP Funding in Construction for the Lassen County Rehab C Project - Center Road (County Road 215) Rice Canyon Road to SR 395 at Litchfield, PPNO 02-2564.*

*The Executive Secretary described the HIP funds, what they can be used on, and that both the City and County had been consulted to see if either had eligible project. He added that the City had no eligible projects, and the County had two that two.*

*Pete Heimbigner, Lassen County Public Works Director, commented that he had worked with Commission, Caltrans and CTC to identify an appropriate project, and prepare the appropriate paperwork to move the project forward.*

It was moved by Commissioner Schuster and seconded by Commissioner Albaugh to approve the motion as requested. The motion was passed with the following vote:

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

#### **4.13 Programming of LCTC Regional Surface Transportation Program Exchange Funds**

*The Commission was asked to authorize staff to allocate the Fiscal Year 2020/21 RSTP Exchange funds in the amount of \$162,375.*

*The Executive Secretary described the RSTP program, what RSTP funds can be spent on, and previous Commission actions related to allocating the funds either to the City or the County.*

*Dan Newton, City of Susanville Interim City Manager, commented that he had been in discussions with Richard Egan, Lassen County CAO, and that they were working on an allocation split beneficial to both the city and the county.*

The Commission chose to table the item to the next meeting pending the conclusion of discussions between Lassen County and the City of Susanville.

#### **4.14 Supplemental Rescoping/Reallocation for Lassen County Rehab B (PPNO 02-2356) and an Allocation Request for Lassen County Rehab C (PPNO 02-2564) in the 2020 State Transportation Improvement Program - STIP**

*The Commission was asked to Adopt Resolution 21- 07 approving the following:*

- Supplemental rescoping/reallocation for Lassen County Rehab B (PPNO 02-3356), and an allocation request for Lassen County Rehab C (PPNO 02-2564) in the 2020 State Transportation Improvement Program – STIP*
- Authorizing the Executive Secretary to work with the California Transportation Commission, Caltrans and Lassen County and to execute all appropriate actions and applications.*

It was moved by Commissioner Albaugh and seconded by Commissioner Herrera to approve the motion as requested. The motion was passed with the following vote:

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

ABSTAIN: None

#### **4.15 Fiscal Year 2021/22 Draft Overall Work Program and Budget**

*The Commission was asked to authorize staff to release the Draft Overall Work Program and Budget (OWP) to the public for circulation, review, and comment.*

It was moved by Commissioner Thomas and seconded by Commissioner Albaugh to approve the motion as requested. The motion was passed with the following vote:

AYES: Albaugh, Hemphill, Herrera, McCourt, Schuster

NOES: None

ABSENT: Hammond

ABSTAIN: None

#### **4.16 TDA Funding for Lassen Senior Services**

*The Commission was asked to provide direction to staff on TDA funds provided to Lassen Transit Services Agency for senior services provided in FY 2020/21 and 2021/22.*

*Commissioners discussed recent issues around the use of TDA funds by Lassen Senior Services, and independent audit findings of inadequate record keeping around a number of funding sources including TDA. The audit findings were based in large part on LSS's response to Covid 19, a decrease in ridership, and a shifting of uses of their vehicles that were not entirely within the scope of what TDA funds could be used for (most notably the delivery of meals to eligible seniors). Staff suggested that the use of funds in an emergency was not inconsistent with TDA guidelines, and that a limited exemption could be applied during the Covid crisis.*

*The Commission agreed to approve the use of TDA funds to augment meal deliveries to senior clients through June 30, 2022. The Commission requested that the contract with LSS include this language and that clear records of the use of TDA funds for this purpose be provided to the Commission if requested.*

### **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**

*Covid Relief – The Executive Secretary reported that the California Transportation Commission had settled on allocation/distribution method for Federal Covid relief funds. The LCTC would receive approximately \$900,000 in supplemental STIP funds, and \$200,000 dollars in exchanged RSTP funds. Both of these would be above and beyond funds that might be made available to Lassen County under regular funding cycles. Staff will work with Lassen County and City of Susanville staffs to identify potential projects for this funding.*

## **COORDINATION, OUTREACH AND ADVOCACY**

### US 395 Coalition Building & Phase Two Studies

**Economic Base Analysis and Preliminary Economic Impacts** – Kace Chalmers and Herman Li provided the Commission with an update on their efforts. The purpose of the update was to provide findings on the number and types of jobs in Lassen County. Distinguishing between Basic and Non-basic jobs. Basic jobs support non-basic jobs by a ratio of 1 to 1.6. And then providing an estimate of the job and economic benefits of making improvements to US 395 from SR 70 to Susanville. They work will be completed sometime in the late summer or early fall 2021.

Commissioners asked questions about the impacts of losing jobs (related to the proposed closure of one of the state prison facilities in Susanville. Suggested this information would be useful to the community.

**Safety Evaluation of US 395** – Ghazan Khan provided the Commission with an update on his efforts. The purpose of the update was to provide background on the types of accident data that had been collected, organizing it to show:

- Type of accident (single vehicle, car to car, car to truck, animal strike, etc)
- Severity of accident (non-injury, injury, fatal, etc)
- Time of day
- Weather conditions
- Location of accident

A preliminary estimate of safety benefits was provided to show what providing a four-lane highway from SR 70 to Susanville might reasonably be able to attain.

Ghazan added that this information would be further analyzed and then used to determine what if any safety improvements (access restrictions, passing lanes, turning pockets, etc) might be suggested.

The Executive Secretary added that this information would be shared with the Sierra Alliance, Washoe County and other stakeholders as a broader effort to gain support for the Coalitions goals.

Commissioner Albaugh suggested that it would make more sense to have the US 395 moved to the east side of Honey Lake to remove the “jog” in the highway as it proceeds north to Susanville in its current alignment (County Road A3). He also questioned whether there was enough right of way in the current alignment to accommodate providing a four-lane highway in its current alignment.

Staff commented that it would bring back information about the amount of right or way currently available, and what if any improvements it would accommodate.

## **6. CORRESPONDENCE**

None.

**7. OTHER BUSINESS**

**7.1 Matter brought forth by the Commission**

*None.*

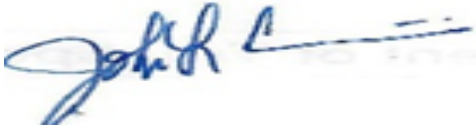
**7.2 Next Commission Meeting**

*Next meeting of the LCTC will be on Monday, June 21, 2021, 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 4:28 p.m.*

*Submitted for approval by:*



---

John Clerici  
Executive Secretary