

LASSEN COUNTY TRANSPORTATION COMMISSION

REGIONAL TRANSPORTATION PLANNING AGENCY



Matthew C. Boyer, *Executive Secretary*

Office:
1631 Alhambra Boulevard, Suite 100
Sacramento, CA 95816

Phone: (916) 759-2268

Date Posted: February 6, 2019

To: THE LASSEN COUNTY TRANSPORTATION COMMISSION:

Brian Moore (City Council)
Brian Wilson (City Council)
Joe Franco (City Council)

Tom Hammond (Co. Supervisor)
Jeff Hemphill (Co. Supervisor)
David Teeter (Co. Supervisor)

Subject: **SPECIAL MEETING**
of the

LASSEN COUNTY TRANSPORTATION COMMISSION

A special meeting of the Lassen County Transportation Commission has been scheduled for **Monday, February 11, 2019 at 2:30 p.m.** The meeting will be held at the City of Susanville Council Chambers, 66 North Lassen Street, Susanville, CA.

The Agenda is as follows.

Page **(1) CONVENE**

1.1 Pledge of Allegiance

1.2 Adoption of the Agenda and Approval of the Consent Calendar: **Motion Required**

The Commission may make any necessary additions, deletions or corrections to the agenda including moving items to or from the Consent Calendar and adopt the agenda and the Consent Calendar with one single vote. A Commission member may request an item be removed from the Consent Calendar for discussion and separate Commission action. At the appropriate time as called by the Board Chair, members of the public may make a comment on matters on the Consent Calendar prior to Commission action.

1.21 Fiscal Year 2018/19 Unmet Needs Process – Approval of Definitions of “Unmet Transit Needs” and “Reasonable to Meet,” Approval of the Social Services Transportation Advisory Council Membership, and Establishing March 22, 2019 as the Date of the Unmet Transit Needs Hearing *

REQUESTED ACTIONS:

1. Adopt Resolution 19-06 approving definitions of “Unmet Transit Needs” and “Reasonable to Meet”.

2. Approve recommended membership of the Social Services Transportation Advisory Council.
3. Set March 22, 2019 at 1:00 PM in the Susanville City Council Chambers for a public hearing regarding unmet transit needs.

1.22 Fiscal Year 2018/19 Overall Work Program Amendment #1

REQUESTED ACTION: Re-Adopt Resolution 19-05 approving Amendment #1 to the Fiscal Year 2018/19 Overall Work Program and Budget.

1.23 Revised Fiscal Year 2018/19 Local Transportation Fund Apportionment

REQUESTED ACTION: Adopt Resolution 19-07 adopting the REVISED Final Fiscal Year 2018/19 Transportation Development Act Apportionment for the Local Transportation Fund.

(2) CORRESPONDENCE/PUBLIC COMMENT

(3) REPORTS

(4) NEW BUSINESS

4.01 ANNOUNCEMENT OF ITEMS TO BE DISCUSSED IN CLOSED SESSION

4.02 ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION

4.10 ACTION/DISCUSSION ITEMS

None

(5) INFORMATION ITEMS

5.01

(6) CORRESPONDENCE

6.01

(7) OTHER BUSINESS

7.1 Matters brought forth by the Commission

7.2 Next Regular Commission Meeting – **Monday, March 11, 2019 at 1:00 p.m.**

7.3 Adjourn

* Attachment

Enclosure

^ Handout

ITEMS TENTATIVELY SCHEDULED FOR FUTURE MEETINGS:

March 2019

- Update to Conflict of Interest Policy to Include New Staff and Consultants
- Summary of All Prior Programming Actions for Commission-Controlled Funds
- Presentation of Susanville Indian Rancheria Long Range Transportation Plan
- Preliminary Local Transportation Fund and State Transit Assistance Fund Apportionments
- Unmet Transit Needs Determinations
- Fiscal Year 2017/18 Independent Audits
- Inter-Agency Agreement between LCTC and Lassen County Auditor's Office
- FY 2017/18 Local Transportation Fund – Article 8

May 2019

- Final Local Transportation Fund and State Transit Assistance Fund Apportionments
- Local Transportation Fund and State Transit Assistance Fund Claims
- Approval of Fiscal Year 2019/2020 Overall Work Program and Budget
- Approval of County-Format Budgets



LASSEN COUNTY TRANSPORTATION COMMISSION
REGIONAL TRANSPORTATION PLANING AGENCY

Matthew C. Boyer, Executive Secretary
Matthew C. Boyer & Associates

1631 ALHAMBRA BOULEVARD
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PH: (530) 953-8857

Staff Report

To: Lassen County Transportation Commission **AGENDA ITEM 1.21**

Date: February 5, 2019

From: John Clerici, Senior Planner

Subject: Fiscal Year 2018/19 Unmet Needs Process – Approval of Definitions of “Unmet Transit Needs” and “Reasonable to Meet,” Approval of the Social Services Transportation Advisory Council Membership, and Establishing March 22, 2019 as the Date of the Unmet Transit Needs Hearing

REQUESTED ACTIONS

1. Adopt Resolution 19-06 approving definitions of “Unmet Transit Needs” and “Reasonable to Meet”.
2. Approve recommended membership of the Social Services Transportation Advisory Council.
3. Set March 22, 2019 at 1:00 PM in the Susanville City Council Chambers for a public hearing regarding unmet transit needs.

PAST ACTION

Each year the Commission has adopted definitions “Unmet Transit Needs” and “Reasonable to Meet” and has also appointed members, as needed, to the Social Services Transportation Advisory Council, when vacancies existed.

Under Public Utility Code (PUC) Section 99238, each year the Commission has recruited and appointed candidates from a broad representation of social service and transportation providers representing the elderly, disabled and limited means for the Social Services Transportation Advisory Council (SSTAC).

DISCUSSION

Definitions of Unmet Transit Needs and Reasonable to Meet

No changes are proposed from the definitions adopted in the prior year. The proposed definitions are shown in Attachment A.

The definitions are used to evaluate transit service requests and other items of public comment that are received. Any items that are determined to be “unmet needs” that are “reasonable to meet” would typically be required to be funded with TDA funds, and provided in the upcoming 2019/20 Fiscal Year.

The Local Transportation Fund (LTF) within TDA provides funding for streets and roads for county regions with a population of 500,000 or less, to the extent that LTF remain after and ‘unmet transit needs’ are met.

LTF is derived from ¼ cent of the existing retail sales tax, and was created in the early 1970s. LTF funds that are available for roads are split on a population basis between the City of Susanville and County of Lassen, in accordance with State law.

Social Services Transportation Advisory Council Membership

As part of the process of apportioning the Local Transportation Fund (LTF) portion of Transportation Development Act (TDA) Funds, LCTC is required to establish and implement a process of citizen participation including a Social Services Transportation Advisory Council (SSTAC) to hear public input on the transit needs of transit dependent or disadvantaged persons. State law requires that this process provide for at least one public hearing annually. It has been the LCTC’s practice to hold two opportunities for public comment.

- A publicly-noticed hearing of the SSTAC.
- The LCTC meeting at which recommendations from the SSTAC are considered and action taken.

By law, the SSTAC is comprised of the following membership:

- One representative of potential transit users who is 60 years of age or older.
- One representative of potential transit users who is disabled.
- Two representatives of the local social service providers for seniors, including one representative of a social service transportation provider, if one exists.
- Two representatives of local social service providers for the disabled, including one representative of a social service transportation provider, if one exists
- One representative of a local social service provider for persons of limited means.
- Two representatives from the local consolidated transportation service agency, designated pursuant to subdivision (a) of Section 15975 of the Government Code, if one exists including one representative from an operator, if one exists.

By law the term of appointment is for three years. The responsibilities of the SSTAC are as follows.

1. Annually participate in the identification of transit needs in the jurisdiction, including unmet transit needs that may exist within the jurisdiction of the council and that may be reasonable to meet by establishing or contracting for new public transportation or specialized transportation services or by expanding existing services.
2. Annually review and recommend action by the transportation-planning agency for the area within the jurisdiction of the council, which finds, by resolution, that (A) there are no unmet transit needs, (B) there are no unmet transit needs that are reasonable to meet, or (C) there are unmet transit needs, including needs that are reasonable to meet.

3. Advise the transportation-planning agency on any other major transit issues, including the coordination and consolidation of specialized transportation services.

All prior SSTAC members were contacted and agreed to serve on the SSTAC for 2019. New members were recruited. The following people have submitted applications to serve on the SSTAC for 2019 and are recommended to appointed.

- Ron Leal, Local Social Service Provider for Seniors
- Charlotte Roberts, Local Social Service Provider for Seniors
- Penny Artz, Representative of Consolidated Transportation Services Agency (CTSA)
- Michal Harding, Representative of Local Service Provider for Disabled
- Barbara Longo, Representative of Local Service Provider for Persons of Limited Means
- Deborah Van Brunt, Local Social Service Provider for Seniors
- Joyce Wright, Transit user who is 60 years or older
- Bob Gundel, Transit user who is disabled
- David Knaut, Local Transportation Service Provider for Disabled

As of this date the SSTAC has the requisite number of participants in the categories outlined in the staff report.

Date of Unmet Transit Needs Hearing

An SSTAC meeting, including a hearing on Unmet Transit Needs is being scheduled for March 22, 2019 at 1:00 PM in the Susanville City Council Chambers for a public hearing regarding unmet transit needs. With the Commission’s approval, the hearing will be noticed for that date, time and location.

ALTERNATIVES

Commission to provide direction to staff.

Attachments (2)

LASSEN COUNTY TRANSPORTATION COMMISSION
RESOLUTION 19-06
ADOPTING “UNMET TRANSIT NEEDS” AND “REASONABLE TO MEET”
DEFINITIONS

WHEREAS, the Transportation Development Act (TDA) provides funding for streets and roads under Article 8 for counties with a population of 500,000 or less, and

WHEREAS, Lassen County has a population of less than 500,000 thereby making Lassen County eligible for funding under Article 8, and

WHEREAS, Section 99401.5 of the TDA requires that transportation planning agencies identify unmet transit needs that are reasonable to meet prior to making any allocations for streets and roads, and

WHEREAS, the regional transportation planning agency is required to adopt definitions of the terms “unmet transit needs” and “reasonable to meet” by resolution as a component of the unmet needs process.

NOW THEREFORE BE IT RESOLVED, that the definition of “unmet transit needs” is deemed as follows:

An unmet transit need is any deficiency in the system of public transit services, specialized transit/paratransit services, and private transportation services within the jurisdiction of the Lassen County Transportation Commission (LCTC) which has been identified by community members or through a local or regional planning process and which has not been funded and implemented. At a minimum, this may include desires for transportation services which are identified through the annual TDA Unmet Transit Needs public hearing, by the Social Service Transportation Advisory Council, in Lassen County’s Transportation Development Plan, in the Regional Transportation Plan, or in the compliance plan for the Americans with Disabilities Act as prepared by any public or private entity.

LCTC recognizes that public transportation includes a broad range of users, uses, and destination. Although, some services may be restricted or give priority to traditionally transit-dependent populations (such as elderly, disabled, low-income, or youth), all eligible users should have equivalent access or opportunity to use the service. The transportation desire of a small group of individuals or of the clients of particular agencies shall not, in and of themselves, be sufficient to justify a finding of unmet transit need.

Trips that would duplicate transportation services to the general public are not considered unmet transit needs. A need for transportation service beyond the fiscal year under consideration shall not be considered to be an unmet transit need at the present time. Provision of escorts or attendants is not a transit need.

BE IT FURTHER RESOLVED that the definition of “reasonable to meet” is deemed as follows:

An identified unmet transit need can be determined to be “reasonable to meet” if it is demonstrated, based upon LCTC staff analysis or other independent evidence, that the transit need can be met within the following performance and financial standards:

The performance standard for fixed-route systems is 10% fare revenue ratio.

LASSEN COUNTY TRANSPORTATION COMMISSION
RESOLUTION 19-06
ADOPTING “UNMET TRANSIT NEEDS” AND “REASONABLE TO MEET”
DEFINITIONS

All other systems shall achieve at least the fare revenue ratio and passenger productivity standards established in the Lassen County Transit Development Plan and the Regional Transportation Plan or as established by statute.

An extension of service shall not cause the system of which it is a part to fail to meet the system-wide performance standards. Considered separately, it shall achieve at least half the system-wide performance standards, except in case of an extension of service determined to be a necessary lifeline service for transit dependent populations.

The unmet transit need will not require the expenditure of more than the affected jurisdiction(s) proportional share of Transportation Development Act funds that are apportioned by LCTC on the basis of population.

The determination of whether a transit need is reasonable to meet shall also take into account as appropriate:

1. Likely demand for service based on transit use rates per capita in comparable communities.
2. Whether a service to meet the need would put the system of which it is a part in jeopardy of losing state or federal funding as a result of failing to meet mandated performance or efficiency standards.
3. In the case of any new general public transit services, potential Americans with Disabilities Act implications within that service area, including whether or not complementary paratransit service, if required, would impose an “undue financial burden” on the public entity.
4. In the case of a paratransit service providing complementary service to fixed-route service by a public entity, whether meeting the need would require spending a greater amount than that required by an undue financial burden waiver approved by the Federal Transit Administration under the Americans with Disabilities Act.
5. Opportunities for coordination among adjoining public entities or with private transportation provider and /or funding agencies. This shall include consideration of other existing resources (including financial), as well as the legal or customary responsibilities of other entities (e. g., social service agencies, religious organizations, schools, carpools, etc.) Duplication of other services or recourses is unnecessary and not a prudent use of public funds.
6. An unmet transit need may be determined to be unreasonable to meet because it is not feasible to initiate service within the coming fiscal year, due to the time required for vehicle acquisition, planning, or similar time factors, or because additional information is needed to determine whether or not the unmet needs is reasonable to meet. An unmet transit need shall not be determined unreasonable to meet more that once on these grounds.
7. The fact that an identified transit need cannot be fully met based on available resources shall not be the sole reason for a finding that a transit need is not reasonable to meet.
8. Comparing unmet transit needs with the need for streets and roads shall not make the determination of whether an unmet transit need is reasonable to meet.

LASSEN COUNTY TRANSPORTATION COMMISSION
RESOLUTION 19-06
ADOPTING “UNMET TRANSIT NEEDS” AND “REASONABLE TO MEET”
DEFINITIONS

The foregoing resolution of the Lassen County Transportation Commission was adopted at its February 11, 2019 special meeting by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

JOE FRANCO, 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.

Matthew C. Boyer, Executive Secretary

February 11, 2019



LASSEN COUNTY TRANSPORTATION COMMISSION
REGIONAL TRANSPORTATION PLANING AGENCY

Matthew C. Boyer, Executive Secretary
Matthew C. Boyer & Associates

1631 ALHAMBRA BOULEVARD
SUITE 100
SACRAMENTO, CA 95816

PH: (530) 953-8857

Staff Report

To: Lassen County Transportation Commission

AGENDA ITEM 1.22

Date: January 31, 2019

From: Matthew C. Boyer, Executive Secretary

A handwritten signature in blue ink, appearing to read "Matthew C. Boyer", is placed over the printed name.

Subject: Fiscal Year 2018/19 Overall Work Program Amendment #1

REQUESTED ACTIONS

Re-Adopt Resolution 19-05 approving Amendment #1 to the Fiscal Year 2018/19 Overall Work Program and Budget.

PAST ACTION

At your June 2018 meeting, the Commission approved the Fiscal Year (FY) Overall Work Program and Budget.

At your November 2018 meeting, the Commission approved an earlier version of Amendment #1 which had been pre-reviewed by Caltrans District 2. Following your Commission's approval, Caltrans Headquarters determined that the Commission cannot use Rural Planning Assistance (RPA) funds from Caltrans to prepare the Triennial Performance Audits for the Commission and the Lassen Transit Services Agency. *(Nothing in this paragraph suggest that either Commission or District 2 staff were remiss at all. District 2 has been extraordinarily helpful and supportive in all aspects of the Commission's work).*

With that determination, the Commission does not have sufficient non-RPA funds to fund all activities that cannot be paid for with RPA funds. The only option is to apportion an additional \$10,000 in Local Transportation Funds (LTF) to the Commission.

A separate item on your February 11, 2019 agenda is a recommendation to revise the LTF apportionment.

The remaining and related details of the proposed amendment are nearly identical to the November 2018 prior Commission action and are shown in Attachments 1 through 4 which show the Adopted FY 2018/19 budget, correspondence from Caltrans on actual carry-over planning funds, the proposed Amendment #1 to the FY 2018/19 Budget, and Resolution 19-05. The only deviation from the November 2018 action is a modification in the balancing of revenues and expenditures for each work element.

Changes from the adopted Budget are as follows.

1. Correct the following carry-over funds from budget estimates to year-end actuals.
-

Regional Planning Assistance (prior year carryover) \$ 3,507.43

State Highway Account (Susanville Indian Rancheria Planning Grant) \$ 25,934.74

2. Increase Professional Services for the independent audit, related to the end of services with Don Reynolds, CPA, from \$13,000.00 to \$25,000.00.
3. Re-Allocate remaining funds from the State Route 36 Sustainable Communities Grant (Work Element 701) to the City in the amount of \$11,395.00 and reduce the “Professional Services – Consultant” by \$11,395.00.
4. Add the Triennial Performance Audit, as a carry-over activity from Fiscal Year 2017/18 with a budget of \$25,000.

DISCUSSION

As discussed in the related staff report amending the Overall Work Program and Budget, Caltrans Headquarters determined that the Commission cannot use Rural Planning Assistance (RPA) funds from Caltrans to prepare the Triennial Performance Audits for the Commission and the Lassen Transit Services Agency.

With that determination, the Commission does not have sufficient non-RPA funds to fund all activities that cannot be paid for with RPA funds. The only option is to apportion an additional \$10,000 in Local Transportation Funds to the Commission.

ALTERNATIVES

Commission to provide direction to staff.

Attachments (4)

[illegible]

DEPARTMENT OF TRANSPORTATION

DIVISION OF TRANSPORTATION PLANNING

P.O. BOX 942874, MS-32
SACRAMENTO, CA 94274
PHONE (916) 653-1637
FAX (916) 653-0001
TTY 711
www.dot.ca.gov



*Making Conservation
a California Way of Life.*

August 24, 2018

Mr. Matt Boyer
Executive Secretary
Lassen County Transportation Commission
1631 Alhambra Blvd, Suite 100
Sacramento, CA 95816

Dear Mr. Boyer:

This letter confirms the amount of unexpended California Rural Planning Assistance (RPA) and State Highway Account (SHA) funding available to the Lassen County Transportation Commission after the end of the **2017-18** fiscal year:

Rural Planning Assistance (RPA):	\$3,507.43
SHA Grant:	
WE 613	<u>\$25,934.74</u>

Total Planning Grant Funds Available:	<u>\$29,442.17</u>
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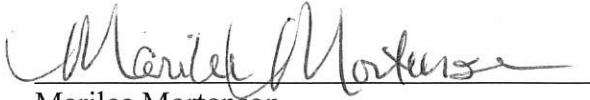
If you agree with the balance shown above, please sign at the bottom of this letter and return the **original copy** to:

Rosie Flores
Chief, Fiscal Management Branch
Office of Regional Planning
Division of Transportation Planning
Department of Transportation
P.O. Box 942874, MS-32
Sacramento, CA 94274-0001

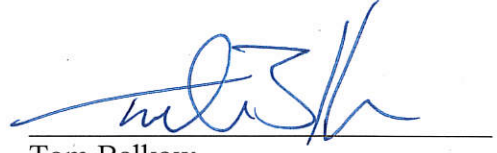
If you have any questions or need additional information, please contact Tamara Rich, District 2—Regional Planning Liaison for the Lassen County Transportation Commission at (530) 225-3553 or Gilbert Valencia, HQ Liaison at (916) 653-3076.

Sincerely,

Mr. Matt Boyer
August 24, 2018
Page 2

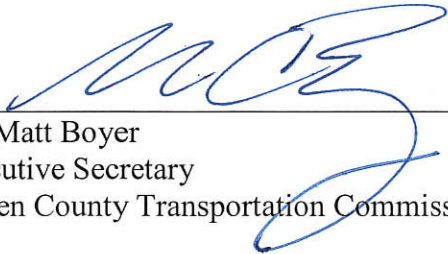


Marilee Mortenson
Acting Chief, Office of Regional Planning
Division of Transportation Planning



Tom Balkow
Planning Deputy District Director
District 2

I concur with the above balances:



Mr. Matt Boyer
Executive Secretary
Lassen County Transportation Commission

9/8/2018

Date

Lassen County Transportation Commission

AMENDMENT #1 Fiscal Year (FY) 2018/19 Budget - January 30, 2019

Work Element #	100	601	602	603	604	613	701	702
	Administration and Coordination	Regional Transportation Planning	Regional Transportation Programming	Community Engagement and Outreach	Transportation Development Act	Susanville Indian Rancheria Sustainable Communities Grant	Sustainable Communities Grant - SR 36	US 395 Corridor Improvement
Work Element Name								
Total								
Expenditures								
Professional Services - Consultant Executive Secretary and Staff	\$ 3,000.00	\$ 156,000.00	\$ 20,000.00	\$ 21,000.00	\$ -			
Professional Services - Legal Counsel	\$ 5,000.00	\$ 5,000.00						
Professional Services - Independent Audit					\$ 25,000.00			
Professional Services - Triennial Performance Audit					\$ 25,000.00			
Professional Services - Consultants							\$ 188,650.00	\$ 100,000.00
Professional Services - Inter-Agency Trail Coordinator		\$ 25,000.00						
Memberships				\$ 4,000.00				
Training / Conferences (LCTC Commissioners)	\$ 1,000.00							
Travel (LCTC Commissioners)	\$ 2,000.00							
Agreement - Rancheria	\$ 29,294.86					\$ 29,294.86		
Agreement - City of Susanville	\$ 11,395.00						\$ 11,395.00	
Total Expenditures	\$ 11,000.00	\$ 186,000.00	\$ 20,000.00	\$ 25,000.00	\$ 50,000.00	\$ 29,294.86	\$ 200,045.00	\$ 100,000.00
Revenues								
Rural Planning Assistance (RPA)		\$ 188,507.43	\$ 20,000.00	\$ 25,000.00				
Local Transportation Fund (LTF)	\$ 11,000.00				\$ 50,000.00			
PPM	\$ 151,500.00	\$ 28,555.00					\$ 22,945.00	\$ 100,000.00
Sustainable Communities Grants	\$ 203,034.74					\$ 25,934.74	\$ 177,100.00	
Grant Local Match	\$ 3,360.12					\$ 3,360.12		
Total Revenues	\$ 11,000.00	\$ 217,062.43	\$ 20,000.00	\$ 25,000.00	\$ 50,000.00	\$ 29,294.86	\$ 200,045.00	\$ 100,000.00
Net (Revenues - Expenditures)	\$ -	\$ 31,062.43	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

LASSEN COUNTY TRANSPORTATION COMMISSION
Resolution 19-05
Amendment #1 (Formal) to the Fiscal Year 2018/19 Overall Work Program and Budget

WHEREAS, the Lassen County Transportation Commission (LCTC) is the designated regional transportation planning agency for the Lassen County region, and an eligible recipient for transportation planning funds administered by the California Department of Transportation (Caltrans); and,

WHEREAS, the LCTC previously adopted a Fiscal Year 2018/19 Overall Work Program (OWP); and,

WHEREAS, Caltrans has notified the LCTC of changes in the actual carryover planning funds that is different from the estimated carryover funds that were projected at the time the OWP was originally adopted; and,

WHEREAS, the Commission's awarded consultant contract for the State Route 36 Complete Street and Safe Mobility Plan has a balance of unencumbered funds that would allow the City of Susanville to be reimbursed for their work on the grant; and,

WHEREAS, the Commission desires to make additional, minor adjustments to its adopted budget,

NOW, THEREFORE, BE IT RESOLVED by the Lassen County Transportation Commission (LCTC) hereby adopts Amendment #1 to the Fiscal Year 2018/19 Overall Work Program and Budget.

The foregoing resolution was passed and adopted at the February 11, 2019 meeting of the Lassen County Transportation Commission by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

JOE FRANCO

Chair, 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.

Matthew C. Boyer, Executive Secretary

February 11, 2018



LASSEN COUNTY TRANSPORTATION COMMISSION
REGIONAL TRANSPORTATION PLANING AGENCY

Matthew C. Boyer, Executive Secretary
Matthew C. Boyer & Associates

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PH: (530) 953-8857

Staff Report

To: Lassen County Transportation Commission

AGENDA ITEM 1.23

Date: January 31, 2019

From: Matthew C. Boyer, Executive Secretary

A handwritten signature in blue ink, appearing to read "Matthew C. Boyer", is placed over the printed name.

Subject: Revised Fiscal Year 2018/19 Local Transportation Fund Apportionment

REQUESTED ACTIONS

Adopt Resolution 19-07 adopting the REVISED Final Fiscal Year 2018/19 Transportation Development Act Apportionment for the Local Transportation Fund.

PAST ACTION

Each year the Commission approved final apportionments for the upcoming fiscal year receipts of Local Transportation Funds and State Transit Assistance funds. The Commission adopted an apportionment of Fiscal Year 2018/19 Transportation Development Act funds at its June 2018 meeting.

DISCUSSION

As discussed in the related staff report amending the Overall Work Program and Budget, Caltrans Headquarters determined that the Commission cannot use Rural Planning Assistance (RPA) funds from Caltrans to prepare the Triennial Performance Audits for the Commission and the Lassen Transit Services Agency.

With that determination, the Commission does not have sufficient non-RPA funds to fund all activities that cannot be paid for with RPA funds. The only option is to apportion an additional \$10,000 in Local Transportation Funds to the Commission.

Attachment 1 is a proposed Revised Final Fiscal Year 2018/19 Transportation Development Act Apportionment for the Local Transportation Fund.

Attachment 2 is Resolution 19-07.

ALTERNATIVES

Commission to provide direction to staff.

Attachments (2)

TRANSPORTATION DEVELOPMENT ACT (TDA) LOCAL TRANSPORTATION FUND (LTF) FINDINGS OF APPORTIONMENT
FINAL FY 2018/19 APPORTIONMENT AND ALLOCATION

FY 2018/19 LTF AVAILABLE FOR ALLOCATION

Projected Carryover from Fiscal Year 2017/18	\$1,100,000.00	
Estimated 2018/19 TDA Receipts	\$875,000.00	
Total FY 2018/19 balance available for apportionment		\$1,975,000.00

FY 2018/19 CLAIMANT ALLOCATIONS

TDA Administration (PUC Section 99233.1)

County Auditor TDA Administration	\$0.00
LCTC TDA Administration	\$40,000.00

TDA Administration subtotal \$40,000.00

Planning / Programming (PUC Section 99233.2)

LCTC Planning and Programming (up to 3% of Revenue)	\$10,000.00
Planning / Programming subtotal	\$10,000.00

Pedestrian and Bicycle Facilities-Discretionary (PUC Section 99233.3 and 99262)

Bicycle and Pedestrian Facilities	\$16,700.00
(Note: up to 2% of remainig funds after Adminstration and Planning/Programing)	
City of Susanville (37.48%)	\$ 6,259.16
County of Lassen (62.52%)	\$ 10,440.84

Pedestrian/Bicycle Facilitie subtotal \$ 16,700.00

Public Transportation - Transit (Article 4) (PUC Sections 99233.8, 99260(a) and 99262)

Lassen County Transit Agency (L TSA) Administration and Operations	\$757,646.00
L TSA (Capital Bus Replacement / equivalent) - from prior year balance	\$296,000.00

Transit subtotal \$757,646.00

One-Time Apportionment of Accumulated Capital Replacement subtotal \$296,000.00

Other Transportation (Article 8 - Streets and Roads) (PUC 99233.9, 99400(a), 99402 and 99407)

City of Susanville

Lassen County Unincorporated

Other Transportation subtotal \$0.00

Total FY 2018/19 claimant allocations \$1,120,346.00

Total Apportionment \$1,120,346.00

Total Contingency* \$854,654.00

LASSEN COUNTY TRANSPORTATION COMMISSION

Resolution 19-07

Resolution Approving the Revised Transportation Development Act Fiscal Year 2018/19 Transportation
Development Act Apportionment of Local Transportation Funds

WHEREAS, pursuant to California Government Code, Title 7.95, Section 67950, the Lassen County Transportation Commission (LCTC) was created as a local planning agency to provide regional transportation planning for the area of Lassen County; and

WHEREAS, it is the responsibility of the LCTC, under the provisions of the TDA, to review the annual transportation claims and to make allocations of monies from the LTF and STA, based on the estimated revenue upon approving said claim; and

WHEREAS, the Auditor of said County is instructed to pay monies in the fund to the claimants pursuant to allocation instructions received from the LCTC; and

WHEREAS, the County Auditor issued a report of estimated revenues for LTF for Fiscal Year (FY) 2018/19; and,

WHEREAS, the Lassen County Transportation Commission needs \$10,000.00 in planning and programming apportionment under Article 3;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the Lassen County Transportation here by adopts a revised Fiscal Year 2018/19 Transportation Development Act Apportionment of Local Transportation Funds.

The foregoing resolution was adopted by the Lassen County Transportation Commission at its February 11, 2019, meeting by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

JOE FRANCO, 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.

Matthew C. Boyer, Executive Secretary

February 11, 2019