

# LASSEN COUNTY TRANSPORTATION COMMISSION

## REGIONAL TRANSPORTATION PLANNING AGENCY

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**Matthew C. Boyer**, *Executive Secretary*

Office:  
2420 K Street, Suite 120  
Sacramento, CA 95816

Phone: (530) 953-8857

Date Posted: March 9, 2018 **(ADDENDUM 1)**

To: THE LASSEN COUNTY TRANSPORTATION COMMISSION:

Kathie Garnier (City Council)

Tom Hammond (Co. Supervisor)

Brian Wilson (City Council)

Jeff Hemphill (Co. Supervisor)

Joe Franco (City Council)

David Teeter (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, March 12, 2018 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 modified as follows.**

- **Item 4.18 (Fiscal Year 2016/17 Audit Reports) is removed from the agenda and calendared for the April 9, 2018 Regular Meeting of the Commission.**
- **Item 4.19 (Authorization for Executive Secretary to Travel to the March 21-22 California Transportation Commission Meeting in Orange County) is added.**

**The Agenda with these modification is restated in its entirety below.**

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.

1.2.1 Minutes Approval:

(A) December 13, 2017 Regular Meeting

(B) February 9, 2018 Special Meeting

**REQUESTED ACTION: Approval of the Action Minutes for the December 13, 2017 Regular Meeting and February 9, 2018 Special Meeting.**

1.22 Amendment #1 to Agreement with the Susanville Indian Rancheria \*

**REQUESTED ACTION: Approve Amendment #1 to the Agreement, extending the Term to June 30, 2019.**

1.23 Modification of Agency Administrative Address \*

**REQUESTED ACTION: Adopt Resolution 18-03 amending the mailing address for the Commission to 1631 Alhambra Boulevard, Suite 100, Sacramento, 95816.**

1.24 Payment of Matthew C. Boyer & Associates fees and costs in the amount of \$24,133.65 \*

**REQUESTED ACTION: Approve payment of Matthew C. Boyer & Associates fees and costs in the amount of \$24,133.65, shown in Invoice #17-46-005.**

1.25 Low Carbon Transit Operation Program (LCTOP) Allocation Request \*

**REQUESTED ACTIONS:**

1. Adopt Resolution 18-04 authorizing the request for funds from the LCTOP program, and
2. Authorize the Executive Secretary to sign agreements and submit all documentation necessary to receive LCTOP funding.

1.26 Revised Draft Notice for Unmet Transit Needs Hearing \*

**REQUESTED ACTION: Set revised date of Friday, April 6, 2018 for conducting of public hearing as required by the Transportation Development Act (TDA).**

1.27 Appointments to Social Services Transportation Advisory Council \*

**REQUESTED ACTION: BY MOTION, appoint the following members to vacant positions on the Social Services Transportation Advisory Council.**

- Ron Leal, 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**
- **David Knaut, Local Transportation Service Provider for Disabled**

**(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

4.10 ACTION/DISCUSSION ITEMS

4.11 Draft US 395 Transportation Concept Report

**ACTION REQUESTED: BY MOTION, provide direction to staff, after receiving a presentation from Caltrans.**

4.12 2018 Legislative Platform

**ACTION REQUESTED: BY MOTION, approve the 2018 Legislative Platform, providing direction to staff on the issue of the concept of a Road User Charge (Road Charge).**

4.13 Draft Fiscal Year 2018/19 Overall Work Program and Budget

**ACTION REQUESTED: BY MOTION, authorize staff to release the Draft Overall Work Program and Budget (OWP) to Caltrans for circulation, review, and comment.**

4.14 Revised Fiscal Year 2017/18 Local Transportation Fund Apportionment \*

**ACTIONS REQUESTED: BY MOTION, approve the revised Fiscal Year 2017/18 Local Transportation Fund Apportionment.**

4.15 Preliminary Fiscal Year 2018/19 Local Transportation Fund and State Transit Assistance Fund Apportionments

**ACTION REQUESTED: BY MOTION, accept the preliminary Fiscal Year 2018/19 Local Transportation Fund and State Transit Assistance Fund Apportionments.**

4.16 Vehicle Speed Feedback Signs

**ACTION REQUESTED: BY MOTION:**

1. Concur with staff that although the Commission was likely a funding partner in the planning and installation of one or more vehicle speed feedback signs, from future cost and liability perspectives the Commission is not an appropriate owner/operator of transportation infrastructure.
2. Direct Commission staff to work with the County, Caltrans, and the respective school districts to determine their respective interest in assuming the long-term responsibility for ownership and operations.
3. Direct Commission staff to assist in presentations to agencies, as needed, to maximize the possibility of restoring the signs to operable status.
4. Direct Commission staff to work with the County and the independent auditor to transfer any remaining Commission ownership interest for these assets to the County, if possible, complying with related requirements for disposition of fixed assets.

4.17 Amendment #3 (Formal) to the Fiscal Year 2018/19 Overall Work Program and Budget

**ACTION REQUESTED: BY RESOLUTION 18-05, approve Amendment #3 to the Fiscal Year 2018/19 Overall Work Program and Budget and direct staff to submit all related forms required by Caltrans to obtain its approval.**

~~4.18 Fiscal Year 2016/17 Audit Reports~~

~~**ACTION REQUESTED: BY MOTION, receive and file the Fiscal Year 2016/2017 Audit Reports.**~~

4.19 Authorization for Executive Secretary to Travel to the March 21-22 California Transportation Commission Meeting in Orange County.

**ACTION REQUESTED: BY MOTION, authorize travel expenditures for the Executive Secretary to attend the March 21-22 California Transportation Commission Meeting in Orange County for purposes of advocating for a last-minute request to increase design funding for the State Route 36 Southeast Gateway project from \$120,000 to \$200,000.**

**(5) INFORMATION ITEMS**

- 5.01 State Route 36 Complete Street and Safe Mobility Study Grant Application \*
- 5.02 Common Acronyms in Transportation Planning and Programming \*
- 5.03 2018 Intercity Bus Plan Update \*
- 5.04 2018 State Transportation Improvement Program – California Transportation Commission Staff Recommendations
- 5.05 Social Services Transportation Advisory Council Application

**(6) CORRESPONDENCE**

- 6.01 Email to Auditor approving Funds 517, 572, 573
- 6.02 District External Agency Liaison (DEAL) Meeting Invite
- 6.03 Modoc County Transportation Commission Letter: Secret Valley Rest Area
- 6.04 Caltrans Approval of Overall Work Program Amendment #1 (Administrative)
- 6.05 Caltrans Approval of Overall Work Program Amendment #2 (Administrative)

**(7) OTHER BUSINESS**

- 7.1 Matters brought forth by the Commission
- 7.2 Next Regular Commission Meeting – **Monday, April 9, 2018 at 1:00 p.m.**
- 7.3 Adjourn

\* Attachment

# Enclosure

**ITEMS SCHEDULED FOR FUTURE MEETINGS:**

April 9, 2018

- Presentation of Draft Fiscal Year 2016/17 Independent Audits
- Meet City-County Trail coordinator and discuss work to date. Schedule a presentation to the LCTC in April 2018.
- Update on needed Commission Policies
- Authorization to Issue Request for Proposals for Legal Services
- Presentation from the Inter-Agency Trail Coordinator

May 14, 2018

- Preliminary Apportionment of Local Transportation and State Transit Assistance Funds
- Approval of Local Transportation Fund and State Transit Assistance Fund Claims
- Approval of FY 2018/19 Overall Work Program and Budget

June 11, 2018

- Workshop on Future Roles and Responsibilities of the Commission (Joint Session with Technical Advisory Committee)