

LASSEN TRANSIT SERVICE AGENCY

August 21, 2017

(1) CONVENE:

LTSA's Special Meeting convened at 1:25 PM by Chairman Garnier, in the Lassen County Board of Supervisors Chambers at 707 Nevada Street, Susanville, CA.

Commissioners Present: Wilson, Garnier, Hemphill, and Stafford (alternate)

Commissioners Absent: Albaugh (by pre-arrangement), Teeter, and Franco.

Others Present: Ron Leal, Paratransit; [Barbara Longo, Lassen County](#); Dan Newton, Dan Gibbs, City of Susanville; Tamara Rich, Stacy Barnes, Caltrans; Larry Millar, David Knaut, and Cheryl Strange, LTSA Staff.

1.1 **Pledge of Allegiance:** The Pledge of Allegiance was recited.

1.2 **Agenda Approval:** On a first by Mr. Hemphill, second by Mr. Wilson, it was unanimously passed to approve the agenda.

(2) CORRESPONDENCE / PUBLIC COMMENT

2.1 **Correspondence:** None.

2.2 **Public Comment:** None.

(3) NEW BUSINESS

3.1 **Section 5339 (b) Discretionary Bus Program Allocation Request:** Mr. Knaut reviewed information as provided in packets and recommends the replacement of Bus 17 as it is beyond its useful life. He also provided cost scenarios to include base pricing and cost for possible upgrades to the air conditioning system and four wheel drive. He stated that the deadline for request submission is August 25, 2017.

Mr. Wilson made a motion to adopt Resolution 17-007, Mr. Hemphill seconded the motion.

Mr. Knaut elaborated that toll credits or local match programs can be used to make request more competitive.

Discussion was held regarding the 15% local match amount, and confirmation that match funds are available and are reimbursable.

On a first by Mr. Wilson, second by Mr. Hemphill, it was unanimously passed to adopt Resolution 17-007 authorizing the Executive Director to sign all related documents for the 5339 (b) allocation request for the replacement purchase of Bus 17 (Make: GMC), **and to use local funds for the required 15% local match instead of requesting toll credits.**

- 3.2 Eagle Lake Report: Mr. Knaut reviewed previous discussion and action directed by the Agency. He stated that after speaking with the Caltrans Transportation Development Act liaison, advisement is to leave the route as 'on demand' and not limit it to once a month. The liaison also stated that that if the Agency decides to change the schedule to once a month, a public hearing is recommended. He reported on increased ridership for the last month due to retirement home activities and that the seniors are asking when the next trip will take place. He suggested increasing the amount of riders needed to request a trip, while keeping as 'on-demand'.

Discussion was held regarding route specifics and it was agreed to offer the route as 'on-demand' and increasing the amount of riders to ten needed to request service.

(4) OTHER BUSINESS

- 4.1 Reports by Executive Director and Staff: None.
- 4.2 Matters brought forth by the Agency: None.
- 4.3 Set date for the next Regular Agency Meeting for September 11, 2017, immediately following the LCTC meeting.
- 4.4 Adjournment: 1:36 p.m.