

# LASSEN TRANSIT SERVICE AGENCY

June 5, 2017

## (1) CONVENE:

LTSA's Special Meeting convened at 4:41 PM by Chairman Garnier, in the Lassen County Board of Supervisors Chambers at 707 Nevada Street, Susanville, CA.

Commissioners Present: Wilson, Garnier, Hemphill, Albaugh, Teeter and Franco.

Commissioners Absent: None.

Others Present: Dan Newton, Jared Hancock, City of Susanville; Tamara Rich, Kathy Grah, Caltrans; Larry Millar, David Knaut, LTSA Staff.

1.1 **Agenda Approval:** It was passed to approve the agenda.

## (2) CORRESPONDENCE / PUBLIC COMMENT

2.1 **Correspondence:** None.

2.2 **Public Comment:** None.

## (3) NEW BUSINESS

3.1 **FY 2017/2018 Fund 570 Budget:** Mr. Millar reviewed information as provided in packets and noted that this year's revenue will be greater as 5311 Grant funds are included for both 15/16 and 16/17 fiscal years.

On a first by Mr. Hemphill, second by Mr. Albaugh, it was unanimously passed to adopt LTSA Fiscal Year 2017/2018 Operating Budget.

Mr. Albaugh asked about 887 finds. Mr. Millar said that it goes under the administration part of the budget.

3.2 **Eagle Lake Route Specifics:** Mr. Knaut asked for more specific details regarding Eagle Lake Route structuring and reported on a recent scenario where three people signed up for a Saturday trip as required, but only one stayed for the day causing a driver to make a second trip to pick up one rider.

Ms. Garnier suggested either increasing the amount of riders required for operation, or cancelling the route altogether.

Discussion was held regarding how best to structure the route, anticipated ridership, allowing for special events, and possibly having a call sheet to contact riders when special trips are taken on the route.

Mr. Hancock suggested a letter to Spalding CSD and main business owners letting them know of the route cancellation and asking for their input.

Mr. Newton offered that the route was originally set up to accommodate transportation to town for appointments and shopping, but that it was never really used.

On a first by Mr. Hemphill, second by Mr. Wilson, it was unanimously passed to cancel the regularly scheduled Eagle Lake Route, but remain available for special events as coordinated with the Lassen Rural Bus General Manager.

Mr. Knaut suggested a once a month route. Mr. Wilson expressed concern that it would still pose a hardship.

Ms. Garnier asked if it would be too difficult to contact the CDS and business owners to see if they see a need to reconsider the cancellation. Mr. Knaut said he would contact them.

3.3 Fiscal Year 2015/16 Final Audit Report: No discussion was held.

On a first by Mr. Wilson, second by Mr. Hemphill, it was unanimously passed to receive the Audit Report for 2015/16 and adopt the 15/16 TDA audit.

**(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 July 10, 2017.

4.4 Adjournment: 4:57 p.m.