

REGULAR MEETING OF THE LASSEN TRANSIT SERVICE AGENCY

March 14, 2016

(1) CONVENE:

LTSA's Regular Meeting convened at 3:29 PM by Chair Albaugh, in the Lassen County Board of Supervisors Chambers at 707 Nevada Street, Susanville, CA.

Commissioners Present: Albaugh, DeBoer, Wilson, Hemphill, and Chapman.

Commissioners Absent: Garnier

Others Present: Tamara Rich, Deena Matagulay, Caltrans District 2; Dan Newton, Jared Hancock, City of Susanville; Richard Egan, Tony Shaw, Lassen County; Larry Millar, Cynthia Raschein, Kelly Mumper, and Cheryl Strange, LCTC Staff

- 1.1 **Agenda Approval:** On a first by Mr. Wilson, second by Mr. DeBoer, it was unanimously passed to approve the agenda.
- 1.2 **Minutes Approval:** On a first by Mr. Hemphill, second by Mr. Wilson, it was passed to approve the January 11, 2016, minutes.
- 1.3 **Minutes Approval:** On a first by Mr. Wilson, second by Mr. Hemphill, it was passed to approve the February 8, (Special Meeting) 2016, minutes. Mr. DeBoer abstained.

(2) CORRESPONDENCE / PUBLIC COMMENT

- 2.1 **Correspondence:** Letter from LRB rider.
- 2.2 **Public Comment:** None.

(3) NEW BUSINESS

- 3.1 **MAINTENANCE BAY PROJECT UPDATE:** Mr. Mumper announced that this project began today and stated that he will provide updates at subsequent meetings.
- 3.2 **Review Committee for Operation RFP:** Mr. Mumper asked for agency direction.

Discussion was held regarding benefits of a review committee. It was agreed to include Executive Director, Larry Millar and Commissioners Garnier and Hemphill.
- 3.3 **Transit Development Plan Update RFP:** Mr. Mumper reviewed information as provided in packets.

Mr. Chapman asked that the population count be broken down by general public, county jail and prison population.

- 3.4 **Bus Purchase:** Mr. Mumper reviewed information as presented in packets. He introduced Jim Uruburu, Fleet Manager of LRB to elaborate on vehicle specifics. Mr. Uruburu commented on vehicle conditions and stated that one issue is related to State mandated retrofits. Discussion was held regarding budget funds and funds available.

Mr. Mumper reminded the agency that the CAL-ACT contract expires on March 23, 2016, and that if they act prior then, savings would be roughly \$4,300.00

On a first by Mr. Chapman, second by Mr. DeBoer, it was unanimously passed authorize staff to proceed with a new Rolling Stock project for the purchase of two (2) new buses in order to take advantage of the current CAL-ACT Contract rates, and to move funds as necessary to cover cost.

- 3.5 **5311 Request for Reimbursement 2016:** Mr. Mumper reviewed information as provided in packets.

Discussion was held regarding the evolving gas tax.

On a first by, Mr. Hemphill, second by Mr. DeBoer, it was unanimously passed to adopt Resolution 16-002 to authorize executive director to sign all necessary documents for the 5311 Application for Request for Reimbursement in the amount of \$186,397.00.

- 3.6 **Policy to Enforce Bus Rules and Regulations:** Mr. Mumper provided a policy example provided by Lake County and requested direction to compose a draft document for presentation at the next meeting.

Mr. Chapman suggested omitting loitering verbiage. It was agreed that such information is covered under the penal code.

(4) OTHER BUSINESS

- 4.1 **Reports by Executive Director and Staff:** Ms. Raschein reported that the bus bench by Alliant Gas is on private property and that city and county are working with the owner to have the damaged bench removed.

Discussion was held regarding options for replacement on private property .

- 4.2 **Report by Lassen Rural Bus Manager/Staff:** Mr. Leal reported that the Leavitt Lake route has been discontinued with no adverse effect to rider service.

Mr. Leal reported that ten Lassen County visitors utilized LRB for service to Coppervale. He further reported that feedback from the app users has been positive and that county agencies have been using the app to assist their clients.

Discussion was held regarding the recent modification of the Eagle Lake route and the utilization of the app to report CHP notifications.

Discussion was held regarding possible route offerings specific to the Eagle Lake. Mr. Leal stated that they have plans to leave information pamphlets at the kiosks.

- 4.3 **Matters brought forth by the Agency:** Mr. Chapman commented that he was pleased with the watershed type meeting conducted today.
- 4.4 **Set date for the next Regular Agency Meeting for May 9, 2016.**
- 4.1 **Adjournment:** 4:12 PM