

# LASSEN TRANSIT SERVICE AGENCY

January 13, 2020

## (1) CONVENE:

LTSA's Regular Meeting convened at 1:00 PM by Chairman Franco, City of Susanville Council Chambers at 66 North Lassen Street, Susanville, CA.

Commissioners Present: Hemphill, Moore, Hammond, Franco, and Teeter.

Commissioners Absent: Wilson.

Others Present: Dan Gibbs, City of Susanville; Mike Mogen, Caltrans; Caleb Schortz, Paratransit; John Clerici, and Steve Borroum, LCTC; Larry Millar, David Knaut, and Cheryl Strange, LTSA Staff.

- 1.1 **Agenda Approval:** On a first by Mr. Hemphill, second by Mr. Hammond, it was unanimously passed to approve the agenda.
- 1.2 **Election of Officers:** On a first by Mr. Hemphill, second by Mr. Hammond, it was unanimously passed to elect Mr. Franco as Chairman, and Mr. Teeter as Vice Chairman.
- 1.3 **Minutes Approval:** On a first by Mr. Teeter, second by Mr. Hammond, it was passed to approve the July 15, 2019, minutes.
- 1.4 **Minutes Approval:** On a first by Mr. Hemphill, Second by Mr. Moore, it was passed to approve the November 18, 2019, minutes.
- 1.5 **Minutes Approval:** On a first by Mr. Hemphill, second by Mr. Hammond, it was passed to approve the December 9, 2019, special meeting minutes.

## (2) CORRESPONDENCE / PUBLIC COMMENT

- 2.1 **Correspondence:** None
- 2.2 **Public Comment:** Jerry Aksee commented that all crosswalks should be uniform in the "piano key" design to make safer.

## (3) NEW BUSINESS

- 3.1 **Fiscal Year 2019/20 Half Year Review:** Mr. Knaut reviewed information as provided in packets.

No discussion was held.

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3.2 **Projects for Funds Reserved for Capital Investments:** Mr. Knaut reviewed information as provided in packets.

Discussion was held regarding where funding is coming from and priorities. It was agreed to allow Mr. Knaut to use his discretion and report details at later meetings.

3.3 **Request for Proposal for Transportation Service:** Mr. Knaut reviewed information as provided in packets.

Discussion was held regarding contract comparisons and whether it would be feasible to work the contract in house.

Direction was given to gather comparisons with other counties for pricing and verbiage.

#### (4) **OTHER BUSINESS**

4.1 **Reports by Executive Director and Staff:** None.

4.2 **Report by Lassen Rural Bus Manager/Staff:** Mr. Schortz reported on the following areas of LRB operations and activity.

- Report on LRB activity
- Report of maintenance activity of the LRB fleet
- Report on condition of the fleet vehicle HVAC systems

4.3 **Matters brought forth by the Agency:** None.

4.4 **Set date for the next Regular Agency Meeting for March 9, 2020, at 1:00 p.m.**

4.5 **Adjournment:** 1:32 p.m.