

LASSEN TRANSIT SERVICE AGENCY

December 9, 2019

(1) CONVENE:

LTSA's Special Meeting convened at 1:47 PM by Chairman Franco, City of Susanville Council Chambers at 66 North Lassen Street, Susanville, CA.

Commissioners Present: Hemphill, Moore, Wilson, Hammond, Franco, and Teeter (1:49 arrival).

Commissioners Absent: None.

Others Present: Dan Newton, City of Susanville; Larry Millar, Cheryl Strange, and David Knaut, LTSA Staff.

1.1 The Pledge of Allegiance was recited.

1.2 **Agenda Approval:** On a first by Mr. Hemphill, second by Mr. Hammond, 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 **Award Proposal for Design, Surveying, and Engineering Services for Bus Stop Improvements Project:** Mr. Knaut reviewed information as presented in packets.

Mr. Hammond inquired about riders from the Leavitt Lake area. Mr. Knaut responded that there are not many riders from that area.

On a first by Mr. Wilson, second by Mr. Hammond, it was unanimously passed to accept staff's recommendation to accept the proposal of Sierra Land Solutions, and authorize the Executive Director to enter into an agreement with Sierra Land Solutions.

(4) OTHER BUSINESS

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

4.2 **Report by Lassen Rural Bus Manager/Staff:** None.

- 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 January 13, 2020, at 1:00 PM**

4.5 **Adjournment:** 1:53 p.m.