Lassen Transit Service Agency

LARRY MILLAR, *Executive Director*
DAVID KNAUT, *Assistant Transportation Planner*

707 Nevada Street, Suite 4
Susanville, CA 96130

☎ 530 / 251-8305
FAX: 530 / 251-2675
lassentransportation.org

LTSA/J-2
2017/

Distribution Date: May 3, 2017

To: **THE LASSEN TRANSIT SERVICE AGENCY**

Kathie Garnier, Chairman (City Council)
Brian Wilson (City Council)
Joe Franco (City Council)
Jeff Hemphill Vice Chairman (Co. Supervisor)
David Teeter (Co. Supervisor)
Aaron Albaugh (Co. Supervisor)

From: Larry D. Millar
Larry D. Millar, Executive Director

Subject: **REGULAR MEETING OF THE LASSEN TRANSIT SERVICE AGENCY**

The regular meeting of the **LASSEN TRANSIT SERVICE AGENCY** (LTSA) has been scheduled for **Monday, May 8, 2017,** immediately following the meeting of the Lassen County Transportation Commission at the **Lassen County Board of Supervisors Chambers**, 707 Nevada Street, Susanville, CA. The agenda is as follows:

Page	Item	
	(1)	CONVENE
	1.1	Agenda Approval: Additions and deletions
		Motion Required
1.	1.2	Minutes Approval: March 6, 2017 Commissioners present: Albaugh, Garnier, Hemphill, Teeter, Wilson and Franco (alternate). Commissioners Absent: DeBoer
		Motion Required
3.	1.3	March 14, 2017 Commissioners present: Albaugh, Garnier, Hemphill, Teeter, Wilson and Franco (alternate). Commissioners Absent: DeBoer
		Motion Required
5.	1.4	April 24, 2017 Commissioners present: Garnier, Hemphill, Teeter, and Franco. Commissioners Absent: Albaugh and Wilson
		Motion Required
	(2)	**CORRESPONDENCE/PUBLIC COMMENT**
6.	2.1	Correspondence: LTSA staff received a charter request from

Jolly Elders of Janesville through Thelma Hildebrand for a trip from Janesville to Burney Falls on July 19, 2017.

2.2 Public Comment: Matters brought forth by the Public.

(3) NEW BUSINESS

7. 3.1 **Community Events Resolution**: By motion, adopt resolution 17-001 to add the Lassen High School Prom as a community event.

Motion Required

10. **3.2** **Title VI Plan Update:** By motion, 1) Adopt Resolution 17-002, approving the Title VI Plan, and 2) authorize Executive Director to sign all documents necessary for Plan submittal.

Motion Required

44. **3.3** **5311 Request for Reimbursement FY2017 and FY2018:** 1) By motion, adopt Resolution 17-003 authorizing the Executive Director to sign all related documents for the 5311 Application for Request for Reimbursement for FY 2017 in the amount of **$188,265.00** and for FY 2018 in the amount of $**192,565.00**.

Motion Required

47. **3.4** **Section 5339 Discretionary Bus Program Allocation Request:** 1) By motion, adopt Resolution 17-004 authorizing the Executive Director to sign all related documents for the 5339 Application for replacement purchases of Bus 5 (Make: Bluebird) and Bus 16 (Make: Chevy).

Motion Required

49. **3.5** **Eagle Lake Route:** Receive information and provide guidance to staff.

Information and Possible Action

52. **3.6** **Project Updates:** Receive information on projects funded through the Proposition 1B - Public Transportation Modernization, Improvement and Service Enhancement Account (PTMISEA), the Proposition 1B through the California Governor's Office of Emergency Services (Cal OES) and the Low Carbon Transit Operations Program (LCTOP).

Information

(4) OTHER BUSINESS

4.1 Reports by Executive Director and Staff:

- Report on tire chain issue with LRB bus on Fredonyer Pass

54. 4.2 Report by Lassen Rural Bus Manager/Staff:

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

4.3 Matters brought forth by the Agency

4.4 Set date for the next Regular Agency Meeting for July 10, 2017

4.5 Adjourn

cc: Board of Supervisors (Chris Gallagher, alternate for Albaugh & Teeter; Tom Hammond, alternate for Hemphill); City Council members (Joe Franco, Alternate; Kevin Stafford, Alternate); Caltrans District 2 (Dave Moore, Kathy Grah, Tamara Rich); Caltrans Susanville Office (Cliff Bettencourt); CHP (Joe Micheletti); Lassen County (Richard Egan, Larry Millar, Cynthia Raschein, Bob Burns, Nancy Summers, Cheryl Strange, Melody Brawley, Diana Wemple, Julie Bustamante, Susan Osgood, Maurice Anderson); City of Susanville (Jared Hancock, Craig Sanders, Gwenna MacDonald, Dan Newton, Dan Gibbs, John King); Lassen Rural Bus (Ron Leal, Wanda Gray, Christie Scheffer); Susanville Indian Rancheria (Jim Mackay, Wanda Brown); Lassen Land and Trails Trust; BLM (Stan Bales); Lassen County Times; KSUE/JDX; Lassen Senior Services (Penny Artz); Sierra Army Depot (Lori McDonald); Lassen Community College (Dr. Marlon Hall, Dave Clausen)

ITEMS FOR FUTURE MEETINGS

- Annual Audit
- Amend Purchasing Policy
- Community Event Resolution for 2017/18