

# Lassen Transit Service Agency

PETE HEIMBIGNER, *Executive Director*  
JASLEEN MUTTI, *Assistant Transportation Planner*



707 Nevada Street, Suite 4  
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Date Posted: June 7, 2024

To: **THE LASSEN TRANSIT SERVICE AGENCY:**

Russ Brown, (City Council)  
Mendy Schuster (City Council)  
Dawn Miller (City Council)

Aaron Albaugh, Chair (Co. Supervisor)  
Chris Gallagher (Co. Supervisor)  
Tom Neely (Co. Supervisor)

From: Pete Heimbigner, Executive Director

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

The regular meeting of the **Lassen Transit Service Agency** has been scheduled for **Monday, June 10, 2024, at 1:00 PM** at City of Susanville Council Chambers, 66 North Lassen Street, Susanville, CA.

### **Join Zoom Meeting**

<https://us06web.zoom.us/j/83110159401>

Meeting ID: 831 1015 9401

Passcode: 652994

One tap mobile

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The agenda is as follows:

Page (1) **CONVENE**

**1.1 Pledge of Allegiance**

**1.2 Agenda Approval: Additions and Deletions**

**Motion Required**

**1.3 Election of Officers: Elect chairman and the vice chairman for 2025.**

**Motion Required**

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1. **1.4 Minutes Approval:** May 13, 2024, Commissioners present, Albaugh, Gallagher, Brown, Neely, Miller and Schuster. None were absent

**Motion Required**

**(2) CORRESPONDENCE / PUBLIC COMMENT**

- 2.1 **Correspondence:** None.

- 2.2 **Public Comment:**

**(3) NEW BUSINESS**

4. **3.1 FY 2024/2025 Fund 569 and Fund 570 Budget:** By motion, 1) Adopt the LTSA Fiscal Year 2024/25 Operating Budget, and 2) adopt Resolution 24-002 authorizing the filing of a claim with the Lassen County Transportation Commission for the allocation of Transportation Development Act funds for Fiscal Year 2024/2025.

**Motion Required**

14. **3.2 Community Events Resolution:** 1) Accept report from staff. 2) By motion, adopt Resolution 24-003, approving 2024/25, annual community events.

**Motion Required**

16. **3.3 Federal Transit Administration Consolidated Application for FY 2024:** 1) By motion, adopt Resolution 24-003 authorizing the Executive Director to sign all related documents for the consolidated application for 5311, or 2) provide direction to staff.

**Motion Required**

**(4) OTHER BUSINESS**

- 4.1 **Reports by Executive Director and Staff:**

19. **4.2 Report by Lassen Rural Bus Manager/Staff:**
  - Report on LRB activity
  - Report of maintenance activity of the LRB fleet
  - Report on condition of the fleet vehicle HVAC systems

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## **4.3 Matters brought forth by the Agency:**

**Set date for the next Regular Agency Meeting for August 12, 2024**

## **4.4 Adjourn**

### ITEMS SCHEDULED FOR FUTURE MEETINGS:

cc: Board of Supervisors (Chris Gallagher, Aaron Albaugh, Tom Neely.); City Council members (Quincy McCourt, Thomas Herrera, Kevin Stafford, Mendy Schuster, Russ Brown); Caltrans District 2 (Dave Moore, Kathy Grah, Scott Lewis); Caltrans Susanville Office (Cliff Bettencourt); CHP (Ian Troxell); Lassen County (Richard Egan, Pete Heimbigner, Tony Shaw, Dana Hopkins, Christine del Llano, Julie Bustamante, Barbara Longo, Lori Pearce, Michele Yderraga, Gaylon Norwood, Maurice Anderson); City of Susanville (Dan Newton, Bob Godman, Ryan Cochran); Lassen Rural Bus (Caleb Schortz, Wanda Gray, Christie Scheffer); Susanville Indian Rancheria (Russ Burriel, Tonya Smith); Lassen Land and Trails Trust; BLM (Stan Bales); Lassen County Times; KSUE/JDX; Lassen Senior Services (Penny Artz); Sierra Army Depot (Nancy Ostmeier); Lassen Community College (Carie Camacho, Carrie Nyman, Roxanns Haynes; Daniel Williams); Lassen County Chamber of Commerce