

# Lassen Transit Service Agency



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LTSA/J-2  
2017/328

Date Posted: September 7, 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 Millar, Executive Secretary

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

The regular meeting of the **Lassen Transit Service Agency** has been scheduled for **Monday, September 11, 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 (1) **CONVENE**

1.1 **Agenda Approval:** Additions and Deletions

**Motion Required**

1. 1.2 **Minutes Approval:** July 10, 2017, Commissioners present: Wilson, Garnier, Hammond (alternate), Teeter, and Franco. Commissioners Absent: Albaugh, and Albaugh.

**Motion Required**

6. 1.3 **Minutes Approval:** Special Meeting, August 21, 2017, Commissioners present: Wilson, Garnier, Hemphill, and Stafford (alternate). Commissioners Absent: Albaugh (by pre-arrangement), Franco, and Teeter.

**Motion Required**

(2) **CORRESPONDENCE / PUBLIC COMMENT**

2.1 **Correspondence:** None

2.2 **Public Comment:** Matters brought forth by the Public

8. (3) **NEW BUSINESS**  
3.1 **Free Fare Day project:** Receive information and provide direction for staff.

**Information and Possible Action**

9. 3.2 **Advertising and Marketing:** Receive information and provide direction for staff.

**Information and Possible Action**

17. 3.3 **Security Camera Project Scope:** Receive information and provide direction to staff.

**Information and Possible Action**

18. 3.4 **No-show and late cancellation policy for Dial-A-Ride services:**  
Accept report from staff. By Motion: 1) Adopt the LTSA No-show and late cancellation policy for the Dial-A-Ride service, or 2) provide direction to staff.

**Motion Required**

21. (4) **OTHER BUSINESS**  
4.1 **Reports by Executive Director and Staff:**  
— Update on decrease of fare revenue.

23. 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 fleet vehicle HVAC systems

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

**Set date for the next Regular Agency Meeting for November 13, 2017**

- 4.4 **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 SCHEDULED FOR FUTURE MEETINGS: