

# Lassen Transit Service Agency



**PETE HEIMBIGNER**, Executive Director  
Vacant, Transportation Planner

707 Nevada Street, Suite 4  
Susanville, CA 96130

PHONE: 530 / 251-8305  
FAX: 530 / 251-2675  
lassentransportation.com

Date Posted: March 5, 2025

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

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

Aaron Albaugh, Chair (Co. Supervisor)  
Jason Ingram (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 March 10, 2025, at 1:00 p.m.** at City of Susanville Council Chambers, 66 North Lassen Street, Susanville, CA.

For those participating remotely:

<https://us06web.zoom.us/j/86195210602>

Meeting ID: 861 9521 0602

Passcode: 543598

One tap mobile

+13462487799,,86195210602#,,,,\*543598# US

+16694449171,,86195210602#,,,,\*543598# US

The agenda is as follows:

Page (1) **CONVENE**

1.1 **Pledge of Allegiance**

1.2 **Agenda Approval:** Additions and Deletions

**Motion Required**

1. 1.3 **Minutes Approval:** February 6, 2025, Commissioners present, Bridges, Brown, Ingram, Neely (remotely), and Schuster.

**Motion Required**

(2) **CORRESPONDENCE / PUBLIC COMMENT**

2.1 **Correspondence:** None.

2.2 **Public Comment:**

# Lassen Transit Service Agency



**PETE HEIMBIGNER**, *Executive Director*  
**Vacant**, *Transportation Planner*

707 Nevada Street, Suite 4  
Susanville, CA 96130

PHONE: 530 / 251-8305  
FAX: 530 / 251-2675  
lassen transportation.com

Page (3) **NEW BUSINESS**

5. 3.1 **Amended State of Good Repair 24/25 Project List:** By motion, adopt Resolution 25-001, amending Fiscal Year 2024/25 State of Good Repair project list for Lassen Transit Service Agency (LTSA).

**Motion Required**

9. 3.2 **24/25 Low Carbon Transit Operations Program (LCTOP) Fund Exchange:** By motion, adopt Resolution 25-002, authorizing the exchange of 24/25 Low Carbon Transit Operations Program (LCTOP) funds with Local Transportation Funds (LTF) with the Tehama County Transportation Commission (TCTC), and 2) authorize Executive Director to sign a letter of understanding.

**Motion Required**

12. 3.3 **Community Events request for Soroptimist event:** By motion, 1) approve the request to add Soroptimist Margarita Fest to the approved list of Community Events; and 2) authorize Lassen Rural Bus to provide safe rides for the event.

**Motion Required**

15. 3.4 **Request for Letter of Support:** By motion, 1) authorize the Executive Secretary to sign proposed letter of support for 5311(f) funding for Modoc Transportation Agency/Sage Stage; OR 2) provide direction to staff.

**Motion Required**

**(4) OTHER BUSINESS**

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

18. 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

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

**Set date for the next Regular Agency Meeting: To Be Determined**

**4.4 Adjourn**

**ITEMS SCHEDULED FOR FUTURE MEETINGS:**

cc: Board of Supervisors Aaron Albaugh, Gary Bridges, Tom Neely, Jason Ingram, Mike Scanlon); City Council members (Mendy Schuster, Russ Brown, Curtis Bortle, Patrick Parrish; Dawn Miller ); Caltrans District 2 (Skip Clark, Kathy Grah, Michael Oguro, Kelly Zolotoff, Kimi Taguchi); Caltrans Susanville Office (Michael Battles); CHP (Lacey Carney); Lassen County (Pete Heimbigner, Tony Shaw, Cynthia Raschein, Christine del Llano, Julie Bustamante, Samantha McMullen, Regina Schaap, Barbara Longo, Michele Yderraga, Gaylon Norwood, Maurice Anderson); City of Susanville (Dan Newton, Bob Godman, Michael Bollinger); 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 Ostmeyer); Lassen Community College (Carrie Camacho, Carrie Nyman, Roxanna Haynes; Daniel Williams); Lassen County Chamber of Commerce