

# LASSEN TRANSIT SERVICE AGENCY

August 12, 2024

## (1) CONVENE:

LTSA's Regular Meeting convened at 1:00 p.m. by co-Chairman Brown, at City of Susanville Council Chambers, 66 North Lassen Street, Susanville, CA.

Commissioners Present: Brown, Neely, Miller and Schuster.

Commissioners Absent: Albaugh and Gallagher

Others Present: John Clerici, LCTC, Caleb Schortz, Pete Heimbigner, Cynthia Raschein, and Jasleen Mutti, LTSA Staff, and Lassen Lands & Trails Trust.

### 1.1 Pledge of Allegiance.

1.2 Agenda Approval: On a first by Ms. Schuster, and second by Ms. Miller, it was unanimously passed to approve the agenda.

1.3 Minutes Approval: On a first by Ms. Schuster, and second by Ms. Miller, it was unanimously passed to approve the June 10, 2024, minutes.

## (2) CORRESPONDENCE / PUBLIC COMMENT

2.1 Correspondence: None.

2.2 Public Comment: Amy Holmen from Lassen Lands & Trails Trust thanked Lassen Rural Bus for continuing to support them by providing transportation to and from Nature Camp. A total of 35 kids attended the camp this year and LRB services were utilized to take kids to the Camp ground to learn about Native American culture and went out to the Eagle Lake to learn about fisheries etc.

## (3) NEW BUSINESS

3.1 State of Good Repair Program: Ms. Mutti present the staff report to the board and explained that the estimated SGR allocation in FY 24/25 is \$51,970. This money will be used to partly fund two projects with the aim to enhance the security at the LRB facility- 1) Improvements to the facility entrance gates; 2) New cameras to account for the "grey areas".

She further notified the board that the FY 23/24 SGR projects were still incomplete due to a staff shortage last year. LTSA will aim to complete these two projects in FY 24/25.

On a first by Ms. Schuster, second by Ms. Miller, it was unanimously passed to adopt Resolution 24-005, approving project list for the 2024/25, cycle of State of Good Repair.

- 3.2 First Amendment to Agreement between LTSA and ETA Transit Systems, Inc.:**  
Ms. Mutti explained that the ETA Spot contract will be expiring on August 30, 2024. Since the contract must be renewed annually with LTSA board approval until August 31, 2028, the First Amendment to the agreement will extend it until August 31, 2025.

On a first by Mr. Neely, second by Ms. Miller, it was unanimously passed to approve the first amendment to the agreement with ETA Transit Systems, INC.

**3.3 Insurance Cost Increase and Request to Negotiate Rate:**

Ms. Mutti briefly presented Paratransit Services' letter to the board, which states that Paratransit Services would like to open the contract to negotiation. The reason for this is that the insurance costs have increased from \$95,784 as per the contract, to \$194,419, thus a difference of \$98,635 per annum which needs to be amended into the contract.

Christie Scheffer reiterated the reasons for this cost increase from Paratransit Services' request letter and the steps that Paratransit Services has taken to find the best and the lowest possible insurance rates.

Mr. Heimbigner also stated that LTSA is looking into other ways to offset this cost and has contacted the County Counsel for their input and justification.

The board directed the staff to proceed with the County Counsel's direction.

**(4) OTHER BUSINESS**

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

- 4.2 Report by Lassen Rural Bus Manager/Staff:** Mr. Schortz stated that the agency had lost a couple of on-call drivers and one out of the two mechanics has given his 30 day notice. However, we have now hired a new part time driver but only one mechanic.

LRB is ready in case we have to evacuate Chester.

LRB has also started to take photos of the bus stops to be uploaded to ETA Spot, and is working with LTSA to number all the bus stops, in order to make it easier for riders to identify the bus stops, and increase customer satisfaction.

The on-time performance for West County has been impacted by the close down of the PCT trail due to the ongoing Park Fire. This has also impacted LTSA's ridership numbers (by almost 300), as a lot of the hikers used to take the bus to and from the trail. The on-time performance is averaging 93.91% even with the construction, and these together bring our average for the whole system to 78%.

BLM continues to offer their truck and trailer to Devils Corral, Fredonyer Pass & Mason Station with our riders' bicycles, should we have to carry more than 3 bikes on our bike rack.

LRB has received the replacement for Bus #19, and we have got funding approved for a new Frontrunner bus- which is approx 12 weeks out.

- 4.3 Matters brought forth by the Agency:** None.

- 4.4 Set date for the next Regular Agency Meeting for November 4, 2024, at 1:00 p.m.**

- 4.5 Adjournment:** 1:42 p.m.