

# LASSEN TRANSIT SERVICE AGENCY

August 8, 2022

## (1) CONVENE:

LTSA's Regular Meeting convened at 1:01 p.m. by Vice Chair Albaugh, at City of Susanville Council Chambers, 66 North Lassen Street, Susanville, CA.

Commissioners Present: Albaugh, Stafford, McCourt, Hammond, Brown, and Hemphill.

Commissioners Absent: None.

Others Present: John Clerici, LCTC; Caleb Schortz, Paratransit; Lassen County; Pete Heimbigner, Cheryl Strange, and David Knaut, LTSA Staff.

### 1.1 Pledge of Allegiance.

1.2 Agenda Approval: On a first by Mr. Stafford, second by Mr. Hammond, it was unanimously passed to approve the agenda.

1.3 Election of Officers: Mr. Knaut explained the necessity for the election to replace Ms. Schuster.

On a first by Mr. Stafford, second by Mr. McCourt; by roll call, it was unanimously passed to elect Mr. Albaugh as Chairman.

On a First by Mr. McCourt, second by Mr. Brown, it was unanimously passed to elect Mr. Stafford as Vice Chairman.

1.4 Minutes Approval: On a first by Mr. Hemphill, second by Mr. Hammond, it was unanimously passed to approve the June 20, 2022, minutes.

## (2) CORRESPONDENCE / PUBLIC COMMENT

2.1 Correspondence: None.

2.2 Public Comment: None.

## (3) NEW BUSINESS

3.1 FY 2022/23 Budget changes: Mr. Knaut reviewed information as presented in packets.

Discussion was held to clarify budget line items, useful life timelines on buses, supply chain for parts and replacement bus orders, and reserve funds availability.

On a first by Mr. Hammond, second by Mr. McCourt, it was passed to approve the amended LTSA Fiscal 2022/23 Operating Budget and Capital Budgets, adopt Resolution 22-006 authorizing the filing of a claim with the Lassen County Transportation Commission for

allocation of Transportation Development Act funds for Fiscal Year 2022/23; and adopt payment plan for unfunded liability and OPEB as proposed by staff. Mr. Albaugh opposed.

- 3.2 **Public hearing establishment of fare for pilot project of on-demand transit service:** Mr. Knaut reviewed information as provided in packets.

Public Hearing: Opened at 1:30

Mr. Knaut read a letter from Dana Hopkins expressing the desire to have service offered to the Janesville and Milford areas.

Public Hearing: Closed at 1:33

Discussion was held regarding utilization options, service areas, and fees. It was agreed to move forward with the pilot program and for staff to provide an update at the next meeting.

On a first by Mr. Hemphill, second by Mr. Hammond, it was unanimously passed to adopt fare for pilot project of on-demand service as recommended by staff.

- 3.3 **State of Good Repair Program:** Mr. Knaut reviewed information as provided in packets.

No discussion was held.

On a first by Mr. McCourt, second by Mr. Stafford, it was unanimously passed to adopt Resolution 22-007, approving project list for the 2022/23 cycle of State of Good Repair Program.

- 3.4 **Operating Services Performance Reports:** Mr. Knaut reviewed information as provided in packets.

Discussion was held to clarify Far Norther Regional Center as a group ridership, and decreases of riders in certain areas due to road construction and potentially, previous riders now working from home.

#### (4) OTHER BUSINESS

- 4.1 **Reports by Executive Director and Staff:** Mr. Knaut discussed the need for notification of absence to make sure there is a quorum.

- 4.2 **Report by Lassen Rural Bus Manager/Staff:** Mr. Schortz reviewed information as provided in packets, introduced LRB staff and their new mascot, Soaring Sally.
- 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:** None.

- 4.4 **Set date for the next Regular Agency Meeting for October 17, 2022, at 1:00 p.m.**

- 4.5 **Adjournment:** 1:58 p.m.