

LASSEN TRANSIT SERVICE AGENCY

June 20, 2022

(1) CONVENE:

LTSA's Regular Meeting convened at 1:20 p.m. by Chair Schuster, at City of Susanville Council Chambers, 66 North Lassen Street, Susanville, CA.

Commissioners Present: Schuster, Hammond, Bridges (alternate- 1:27 pm arrival), and Hemphill.

Commissioners Absent: Herrera, McCourt and Albaugh.

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

1.1 Pledge of Allegiance.

NOTE: Item 4.2 was addressed first with other items to follow in order.

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

1.3 **Minutes Approval:** On a first by Mr. Hemphill, second by Mr. Bridges, it was unanimously passed to approve the May 9, 2022, minutes.

(2) CORRESPONDENCE / PUBLIC COMMENT

2.1 **Correspondence:** None.

2.2 **Public Comment:** None.

(3) NEW BUSINESS

3.1 **FY 2021/2022 Fund 570 and Fund 569 Budget:** Mr. Knaut reviewed information as presented in packets.

On a first by Mr. Hammond, second by Mr. Hemphill, it was unanimously passed to adopt the LTSA Fiscal Year 2022/23 Operating Budget, and adopt Resolution 22-003, authorizing the filing of a claim with the Lassen County Transportation Commission for allocation of Transportation Development Act funds for Fiscal Year 2022/23.

3.2 **2022/23 Charter Rates:** Mr. Knaut reviewed information as provided in packets.

Discussion was held regarding practicality of offering charter service.

On a first by Mr. Bridges, second by Mr. Hemphill, it was unanimously passed to disapprove Resolution 22-004, 2022/23 Charter Rates, and to discontinue offering Charter Services.

3.3 Community Events Resolution: Mr. Knaut reviewed information as provided in packets.

On a first by Mr. Hemphill, second by Mr. Hammond, it was unanimously passed to adopt Resolution 22-005, approving 2022/23, annual community events with the addition of the Lassen Land and Trails Trust children nature camp.

3.4 New Agreement with Lassen Senior Services: Mr. Knaut reviewed information as provided in packets.

Penny Artz commented by phone that LSS board approved the agreement.

On a first by Mr. Bridges, second by Mr. Hammond, it was unanimously passed to approve new agreement with Lassen Senior Services and authorize Executive Director to sign all related documents.

3.5 Contract Amount Increase for Lassen Rural Bus Office and Maintenance Facility Roof Renewal: Mr. Knaut presented audit summary as provided in packets.

On a first by Mr. Hemphill, second by Mr. Bridges, it was unanimously passed to approve contract increase with American Foam Experts by \$3,500 to a not-to-exceed amount of \$85,500.

(4) OTHER BUSINESS

4.1 Reports by Executive Director and Staff: None.

4.2 Report by Lassen Rural Bus Manager/Staff: Mr. Schortz reviewed information as provided in packets to include the discontinuation of extra COVID cleaning and food deliveries after June 30, 2022.

Discussion was held regarding the Bizz Johnson Trail, high school football, and Agro-tourism transport services.

- 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 August 8, 2022, at 1:00 p.m.

4.5 Adjournment: 1:51 p.m.