

# LASSEN TRANSIT SERVICE AGENCY

March 11, 2024

## (1) CONVENE:

LTSA's Regular Meeting convened at 1:03 p.m. by Chairman Albaugh, at City of Susanville Council Chambers, 66 North Lassen Street, Susanville, CA.

Commissioners Present: Albaugh, Stafford, Brown, Neely, McCourt, Ingram.

Commissioners Absent: Gallagher.

Others Present: John Clerici, LCTC, Caleb Schortz, Pete Heimbigner, Cynthia Raschein, and Jasleen Mutti, LTSA Staff.

### 1.1 Pledge of Allegiance.

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

1.3 **Minutes Approval:** On a first by Mr. Stafford, second by Mr. Brown, it was unanimously passed to approve the January 8, 2024, minutes.

## (2) CORRESPONDENCE / PUBLIC COMMENT

2.1 **Correspondence:** None.

2.2 **Public Comment:** None.

## (3) NEW BUSINESS

3.1 **Second Amendment to Agreement Between LTSA and Trillium Solution, INC:** Mr. Heimbigner reviewed information as provided in packets. He explained the services provided by Trillium Solutions and the importance of approving the amendment.

Mr. Neely asked about reducing the costs and the future plans to integrate the services provided by Trillium and ETA transit systems, with the GIS services. Mr. Albaugh asked about the timeframe for this transition. Discussion was held regarding contract timeframes for continued and discontinuing services.

Mr. Heimbigner said that County Planning and Building Services staff is currently working on that, and it will be collaborative efforts with the County, City, and the Rancheria.

On a first by Mr. Stafford, second by Mr. Neely, it was passed to approve the second amendment between LTSA and Trillium Solutions, INC. to increase the contract amount by \$5,150.00; and authorized Executive Director to sign the second amendment between LTSA and Trillium Solutions, INC. Mr. Albaugh opposed.

**3.1 Low Carbon Transit Operations Program (LCTOP) Fund Exchange:** Mr. Heimbigner reviewed information as provided in packets.

Mr. Albaugh asked what the funds could be used for. Both Mr. Heimbigner and Mr. Clerici said they can be used for anything transit related. Discussion was held regarding why the fund exchange is so beneficial. Mr. Albaugh asked what TCTC uses these exchanged funds for. Mr. Clerici replied that they have their own project relating to the transition to low carbon projects such as electric buses.

On a first by Mr. Stafford, second by Mr. Brown, it was unanimously passed to adopt Resolution 24-001, authorizing the exchange of Low Carbon Transit Operations Program (LCTOP) funds with Local Transportation Funds (LTF) with the Tehama County Transportation Commission (TCTC), and authorize Executive Director to sign a letter of understanding.

**(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 presented in packets.

- Report on LRB activity
- Report of maintenance activity of the LRB fleet
- Report on condition of the fleet vehicle HVAC systems

Mr. Neely thanked Mr. Schortz for LRB's immense support towards community events. He also put forth a request made by Tim Trevitt (CEO, Hope Wheels) for bus service to a Reno Aces game. Mr. Schortz answered that the service must be adopted as a community event by the LTSA in order for LRB to meet the request.

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

**4.4 Set date for the next Regular Agency Meeting for May 13, 2024, at 1:00 p.m.**

**4.5 Adjournment:** 1:25 p.m.

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