

# Lassen Transit Service Agency



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LTSA/J-02  
2012/1

Distribution Date: January 4, 2012

To: **THE LASSEN TRANSIT SERVICE AGENCY**

Cheryl McDonald, Chairman (City Council)  
Larry Wosick, (Co. Supervisor)  
Jack Hanson (Co. Supervisor)

Vice Chair, Brian Dahle, (Co. Supervisor)  
Rod DeBoer, (City Council)  
Doug Sayers, (City Council)

From:   
Larry D. Millar, 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, January 9<sup>th</sup>, 2012, at 1:00 P. M.** at the **Lassen County Board of Supervisors Chambers**, 707 Nevada Street, Susanville, CA. The agenda is as follows:

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No.

- (1) **CONVENE**
  - 1.1 Pledge of Allegiance
  - 1.2 Agenda Approval: Additions and deletions. **Motion Required**
  - 1 1.3 Election of Officers: Elect Chairman and Vice Chairman.  
*(History of LTSA appointments attached)* **Motion Required**
  - 2-3 1.4 Minutes Approval: December 12, 2011 Special meeting *(In attendance: McDonald, Dahle, Hanson, Wosick, Sayers, Absent: DeBoer)* **Motion Required**
- (2) **CORRESPONDENCE / PUBLIC COMMENT**
  - 2.1 Correspondence: None.
  - 2.2 Public Comment: Matters brought forth by the Public
- (3) **NEW BUSINESS**
  - 4-6 3.1 **Federal Transit Assistance 5311 Grant for Federal Fiscal year 2012:** Approve Resolution 12-001 authorizing the Executive Director to sign all documents necessary to execute projects scheduled under Federal Transit Administration (FTA) 5311 for Federal Fiscal Year 2012, including Annual List of Certifications

and Assurances and all other certifications and assurances required to receive Federal Transit Assistance.

**Motion Required**

- 7 3.2 **LRB Marketing/Advertising Plan:** 1) Receive report from staff on recommendation of providing a Request for Proposals for the LRB Marketing Plan. 2) Direct staff to compile and release Request for Proposals for LRB Marketing/Advertising Plan.

**Motion Required**

**(4) OTHER BUSINESS**

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

- Report on progress to date regarding the Walmart Bus Stop.
- Report on “Stuff the Bus” program.
- Report on the News Year’s Eve “Safe Ride Home” program.

**4.2 Report by Lassen Rural Bus Manager/Staff:**

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- Report on LRB activity.
- Report on maintenance activity of the LRB transit fleet.
- Report on condition of fleet vehicle heating systems.
- Report on the annual “Senior Christmas Lights Tour”.

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

**4.4 Set date for the next Regular Agency meeting for March 12<sup>th</sup>, 2012**

**4.5 Adjourn.**

cc: Board of Supervisors (Alternates, Bob Pyle, Jim Chapman); City Council members (Alternates, Lino Callegari); Caltrans District 2 (John Bulinski, Dave Moore, Michelle Millette, Marcelino Gonzalez, David Luscher, Eric Orr); Caltrans Susanville Office (Terry Chandler); CHP (Clancy Mitchell); Lassen County (Larry D. Millar, Cynthia Raschein, Dan Douglas, Nancy Summers, Melody Brawley, Karen Fouch, Julie Bustamante, Susan Osgood, Richard Crabtree, Maurice Anderson); City of Susanville (Robert Porfiri, Debra Maggini, Jeff Atkinson, Craig Platt, Dan Newton); Lassen Rural Bus (Gary Felt, Wanda Gray, Christie Scheffer); Susanville Indian Rancheria (Jim Mackay); Lassen Land and Trails Trust; BLM (Stan Bales); Lassen County Times; KSUE/JDX; Lassen Senior Services (Michelle Latimer, Keri Cobb), Jan Baker (XX Country); Susanville Express Taxi (Jeff Montgomery).