

REGULAR MEETING OF THE LASSEN TRANSIT SERVICE AGENCY

July 11, 2011

(1) CONVENE:

LTSA's Regular Meeting convened at 1:00 PM by Chair, Director McDonald in the Lassen County Board of Supervisors Chambers at 707 Nevada Street, Susanville, CA.

Directors Present: McDonald, Wosick, Hanson, DeBoer and Sayers

Others Present: Ruth Ellis, Lassen County Times; Jared Hancock, Dan Newton, City of Susanville; Marcelino Gonzales, Caltrans District 2; Gary Felt, Christie Scheffer, Paratransit Services; Bill Noon Berg, Lassen Senior Services; Larry Millar, Cynthia Raschein, Dan Douglas and Nancy Eachus, LTSA Staff

- 1.1 Pledge of Allegiance was said.
- 1.2 Agenda Approval: Additions and deletions. On a first by Hanson, second by Sayers, it was unanimously passed to approve the Agenda.
- 1.3 Minutes Approval: On a first by Wosick, second by Hanson, it was unanimously passed to approve the May 9, 2011 Minutes.

(2) CORRESPONDENCE/PUBLIC COMMENT

- 2.1 Correspondence: Letter was received from Lassen Senior Services requesting a six month advance from LTSA to help the Senior Services with their cash flow. Bill Noonberg, the new Executive Director for the senior center, explained their financial situation. It was suggested this item be put back on the September agenda in order to give the Agency members additional time to review a detailed budget. Dan stated that according to our contract with the Senior Services, funds can be advanced with the approval of the Executive Director. He indicated this will be reviewed once the Transportation Program at the Senior Services was up and running again before advancing payment.

(3) NEW BUSINESS:

- 3.1 LTSA Fiscal Year 2010/11 Operating Budget: On a first by Hanson, second by DeBoer, it was unanimously passed to: 1) Receive LTSA Fiscal Year 2010/11 Operating Budget, and 2) Adopt budget or provide direction to staff.
- 3.1 Resolution of Parts Inventory from Previous LRB Operator: Dan reported on the LRB parts inventory, indicating that MV Transportation, the previous LRB operator, is claiming the entire spare parts inventory belongs to them. Dan indicated that part of the inventory was purchased with funds given to them by the Agency to run the LRB. He also noted that there are several instances in the current Agreement with MV Transportation, Inc. which clearly indicate that items purchased with LTSA funds remain the property of the LTSA.

Dan stated that there are several items that the Agency is aware of that do in fact belong to MV Transportation Inc. which were brought to the operation from the closure of the MV Lake Tahoe operation. The Agency agrees that they have no ownership of those items. Those items are being negotiated for purchase by Paratransit Services with MV Transportation, Inc.

It was decided that a letter be sent to MV indicating that they have 90 days to come pick up the parts that clearly belong to them; and that those items which are not highlighted on the attached list of "Susanville – Parts Inventory List" as submitted by MV Transportation, Inc. do remain the property of the LTSA.

Staff from Paratransit, the new LRB operator, were introduced – Christie Scheffer, Executive Vice President / Chief Operations Officer, and Gary Felt, newly appointed LRB General Manager. Christie stated they are a non-profit and their ultimate goal is to serve the community. They have plans to educate and increase ridership. Gary spoke about their transition and serving the community.

(4) OTHER BUSINESS

4.1 Reports by Executive Director and Staff:

- Report on progress regarding the Wal-Mart Bus Stop. Dan stated three models have been discussed, the option will be chosen and plan specifications will be developed. Dan added he will keep the Agency updated.

4.2 Report by Lassen Rural Bus Manager/Staff:

- Report on activity and maintenance activity of the LRB transit fleet. This will be reported at the next meeting by the new operators of the LRB.
- Report on condition of fleet vehicle heating/air conditioning systems. Dan reported that all air conditioners on the buses are running.

4.3 Matters brought forth by the Agency:

- Jack Hanson stated it is unfortunate that the federal law dictates we cannot hire out for private charters.

4.4 Next Regular Commission meeting set for September 12, 2011.

4.5 Adjournment: 1:51 PM