



Laketran
November 2021 Special Projects
Committee Meeting November 19, 2021
2:00 pm-3:00 pm Eastern Time

MINUTES

1. Meeting Called to Order – 2:00 p.m.

Committee Chair Gary Swanson called the Special Projects Committee Meeting to order at 2:00 p.m.

2. Roll Call

Gary Swanson
Donna P. McNamee
Lane H. Sheets
Charles J. Zibbel

Benjamin S. Capelle
John Murphy
Brandon D. R. Dynes

3. Pledge of Allegiance – All

4. Mission Statement – Mr. Charles J. Zibbel

*Laketran is committed to providing quality public transportation services
To all Lake County residents with special emphasis on meeting the transportation
Needs of seniors and people with disabilities.*

5. Public Comments

None

6. Headquarters Renovation & Expansion Discussion

The following were topics of discussion during the meeting:

- i. Decision needs to be figured out what needs to be done and where do we go to achieve it?
- ii. Organized steps need to be taken to help increase the property value.
- iii. Mr. Sheets advised that a consulting firm should be hired that has a prolific knowledge of Trapeze. This should indicate if our fleet is large enough. CT Consultants and Cornerstone do not have this knowledge.

- iv. Mr. Capelle indicated that Trapeze probably has this information to which Mr. Sheets was referring. Mr. Sheets volunteered to look into this for the committee.
- v. How many buses are on the road at a time? Is it a correct number of the size of the demand?
- vi. The committee indicated that they were comfortable spending money on renovations if it's absolutely necessary. The committee would like to look at the Bus Garage and non-bus garage.
- vii. A review of the proposed blueprints for the headquarters building is necessary by the committee so that the actual needs can be analyzed.
- viii. A discussion of the status of all services was had: DAR has not reached the level before the pandemic but is slowly increasing. The local fixed routes are also gaining in volume as we proceed throughout the year. The slowest to recover is the Park-n-Ride trips into Cleveland. With many people working from home, the increase in riders is taking more time to bounce back.
- ix. It is wondered if smaller projects should be done rather than the large renovations?
- x. Since there is no immediate need for the garage space increase at the present time, projects need to be prioritized. Mr. Lane and Mr. Capelle are to work together to overlay the projects.

7. Old Business

None

8. New Business

The committee would like a tour of the Maintenance Department; then review the Renovation/Expansion Plans.

9. Adjournment – 2:55 p.m.

Motion to adjourn the Special Projects Committee Meeting was made By Ms. McNamee – Seconded by Mr. Sheets.

“AYES”: Messrs. And Mmes.: Swanson, McNamee, Sheets and Zibbel.

Meeting adjourned at 2:55 p.m.

The next Special Projects Committee meeting will be held on Friday, December 17, 2021 from 2:00 to 4:00 p.m.