



108 S. Main Street  
 Alturas, CA 96101-3936  
 (530) 233-6410 Phone  
 233-3744 Fax

Meets First Tuesday  
 even-numbered months  
 after MCTC meeting  
 or about 2:30 p.m.

Board of Directors

John Dederick  
 Chairman  
 City Councilman

David Allan  
 Vice Chairman  
 County Supervisor

Jim Wills  
 Director  
 County Supervisor IV

*vacant*  
 Director  
 City at Large Citizen

Bobby Ray  
 Director  
 City Councilman

Mark Moriarity  
 Director  
 County at Large Citizen

Kathie Alves  
 Alternate  
 County Supervisor III

Cheryl Nelson  
 Alternate  
 City Councilman

Staff

Debbie Pedersen  
 Executive Director

Niki Witherspoon  
 Systems Manager

Cindy Imbach  
 Transit Manager

# AGENDA

## REGULAR MEETING

Sage Stage Conference Room  
 108 S Main Street, Alturas, CA 96101

Tuesday, August 4, 2015, following the MCTC meeting at or about 2:15 p.m.

1. **Call to Order** – introductions, as needed.
2. **Public Forum** - Citizens may address the Commission with matters that are related directly to Commission responsibilities. If any matters call for action by the Commission, they will be placed on subsequent agendas. Because the Chairman may limit speakers to five (5) minutes each, citizens are encouraged to contact the Chairman or staff for assistance before the meeting.
3. **Confirm Agenda** **Action**
4. **Consent Agenda** **Action**
  - a. Approve minutes from the 06/02/15 MTA Regular Meeting
  - b. Financial Transactions 05/01/15 through 06/30/15
  - c. YTD expenditures through 06/30/15
5. **New Business** **Information/Action**
  - a. Appoint MTA member(s) to sit on Lead Driver interview panel and set salary range.
  - b. Update on completed actions from the 2012 Short Range Transit Development Plan.
6. **System Update, Communications, and Calendar** **Information**
  - a. Staff updates
  - b. Other Information
    - Update on services extended to dirt roads
    - Letter from passenger re: Jacque Dockery’s exemplary customer service
    - Update on vehicle T-9 disposal
7. **Adjourn until next regular MTA meeting**, scheduled for October 6, 2015, (Tuesday), in the Sage Stage Office Conference Room, 108 S Main Street at about 2:00 p.m., following the MCTC meeting.

<b>Report to Modoc Transportation Agency Board Members</b>	
Subject <b>Consent Agenda</b>	Meeting Date <b>August 4, 2015</b>
Presented by <b>MTA Staff</b>	Agenda Item <b>4</b>

Consent Agenda - Note: Attachments shown in **bold** type

- a. Approve **minutes from 6/02/15 MTA** Regular meeting.
  
- b. **Year to Date revenue and expenditure (through 6/30/15) report.**
  
- c. **Financial Transactions – 5/1/15 through 6/30/15.**



MODOC TRANSPORTATION AGENCY

108 South Main, Alturas, CA 96101  
Phone (530) 233-6410 • Fax 233-3744

**MINUTES  
Regular Meeting  
June 2, 2015**

**Board Members Present**

John Dederick	Councilmember, City of Alturas
Cheryl Nelson	Councilmember, City of Alturas
Bill Hall	Citizen at Large, City
David Allan	Board of Supervisors, District IV, Modoc County
Jim Wills	Board of Supervisors District IV, Modoc County

**Board Members Absent (Alternates)**

Bobby Ray	Councilmember, City of Alturas
Mark Moriarity	Citizen at Large, Modoc County
Kathie Alves (Alternate)	Board of Supervisor District III, Modoc County

**Staff Present**

Debbie Pedersen	Executive Director
Niki Witherspoon	Systems Manager
Jacque Dockery	Office Assistant

**Public Present**

Aaron Casas	Caltrans District 2 Regional Planning Liaison
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1. **Call to Order** – **Chairman Dederick** called the meeting to order at 2:21 p.m. in the Alturas City Council Chambers at 200 W. North Street.
2. **Public Forum** – There were no public comments.
3. **Confirm Agenda** - Motion by Board Member Allan to confirm agenda, seconded by Board Member Wills. All ayes; motion carried.
4. **Consent Agenda-**
  - a. Approve minutes from 04/07/15 MTA Regular Meeting.
  - b. YTD expenditures through 04/30/15
  - c. Financial Transactions 03/01/15 through 04/30/15.

Motion by Board Member Wills to approve Consent Agenda items a-c above; seconded by Board Member Hall. All ayes; motion carried.

**5. Regular Business**

**a. Adopt Resolution 15-03 FY 2015/16 Budget**

Niki Witherspoon, Systems Manager, remarked that the FY 2015/16 Budget is shared with MCTC and has already been reviewed. No further questions or comments.

Motion by Board Member Hall to adopt Resolution 15-03 FY 2015/16 Budget, seconded by Board Member Allan. All ayes; motion carried.

**b. Update on Vehicle T-9 disposal**

Director Pedersen reported that the sealed bids were due on April 15 and no bids were received. MTA will be pursuing alternative ways to dispose of the bus. Pedersen mentioned that the bus is in excellent condition and carries ten passengers with a drop seat for two more. Public Auction is a consideration. MTA Board recommended looking into donating the vehicle to a local social service agency.

**c. Confirm assets; declare surplus FY 14/15 year end**

Niki Witherspoon reported that there were few changes to the asset list. The vehicle T-9 had been added as surplus but was removed at the request of the auditor, as it is still the property of MTA. Two new buses were added, a conference room table, and the new bus shelter, along with a few land additions in completion of the Main Street Beautification project. Witherspoon also noted the updated depreciation.

Motion made by Board Member Allan to approve the assets disposition, seconded by Board Member Hall. All ayes; motion carried.

**6. System Update, Communications and Calendar**

1. **Sage Stage Operations Report** – Performance statistics (below) are accurate although unaudited.

<i>Month</i>	Passenger Trips			Miles			Fares		
	2015	2014	Change	2015	2014	Change	2015	2014	Change
<b>Feb</b>	516	699	15%↓	7,924	8,336	3%↓	\$3,312	\$5,085	21%↓
<b>Mar</b>	927	642	18%↑	11,067	9,166	9%↑	\$5,309	\$5,445	1%↓
<b>Apr</b>	1,104	715	19%↑	11,823	10,244	7%↑	\$7,007	\$5,783	10%↑
<b>May</b>	1,104	891	11%↓	11,204	9,757	7%↑	\$5,638	\$6,479	7%↓

2. **Revenue Service Miles compared to Fuel Costs.**

<i>Month</i>	Miles			Fuel Cost			Fuel Cost per Mile		
	2015	2014	2013	2015	2014	2013	2015	2014	2013
<b>Feb</b>	7,924	8,336	9,959	\$1,982	\$3,034	\$3,889	.25¢	.36¢	.39¢
<b>Mar</b>	11,067	9,166	10,394	\$3,086	\$3,896	\$4,332	.28¢	.43¢	.42¢
<b>Apr</b>	11,823	10,244	10,708	\$3,231	\$4,061	\$3,940	.33¢	.40¢	.37¢
<b>May</b>	11,204	9,757	10,910		\$4,136	\$4,327		.42¢	.40¢

3. **Ridership - US 395 intercity route by county of origin or destination (O/D)** –Operates between Alturas, Susanville and Reno on reservation basis three (3) times per week on Mondays, Wednesdays & Fridays.

Month	Modoc O/D		Lassen O/D		Total Ridership	
	2015	2014	2015	2014	2015	2014
<b>Feb</b>	27	43	54	76	81	119
<b>Mar</b>	46	58	83	82	129	140
<b>Apr</b>	61	60	101	92	162	152
<b>May</b>	60	65	70	105	130	170

4. **Ridership - Alturas-Cedarville-Ft. Bidwell - Operates Thursdays by reservation only.**

Month	Passengers		Total Route Ridership 2014
	Cedarville	Ft. Bidwell	
<b>Feb</b>	0	14	14
<b>Mar</b>	0	14	14
<b>Apr</b>	2	16	18
<b>May</b>	5	16	21

**a. Staff Updates**

- Jacque Dockery, office assistant, presented the System Update as shown remarking that the “Easy as 1,2,3” campaign has been effective for Dial-A-Ride, with a significant increase in ridership. Board Chair Dederick noted that revenues were down, but it was indicated that they have held steady considering the fares for Dial-A-Ride have been reduced by fifty percent. Director Pedersen reported that we will be re-visiting the Cedarville area to promote the Ft. Bidwell/Cedarville service. Board Member Allan remarked that the service has been reported as excellent and more or different marketing might help. Board Member Wills suggested that we attend the Surprise Valley Farmer’s Market and discussion ensued.

**b. Other Information**

Director Pedersen presented the following upcoming events and items of interest:

- MTA recently underwent the annual terminal inspection for the CHP. We passed with flying colors and Director Pedersen gave commendation to the increased efforts of the staff to accomplish this. In the absence of Cindy, MTA was still able to keep up excellent terminal standards.
- On the 16<sup>th</sup> of May, Sage Stage offered free rides, within the city of Alturas, for the Children’s Fair at the high school. There were 50 rides between two buses. MTA may also be looking at the possibility of offering rides to this year’s Health Fair. Recently a petition was brought to the office for Sage Stage to run on Saturdays and Sundays. The feasibility is currently being researched.

- Discussion ensued as to possible additions to the Dial-A-Ride schedules, such as events and a monthly Saturday trip to Klamath Falls. Board Member Nelson questioned the policy of not helping passengers board their luggage. It was remarked that, due to possible injuries, drivers are instructed not to lift anything heavier than 40 pounds. It was stated that more often than not, another passenger will help with the luggage of an elderly woman or someone struggling. We are catering more to those who need help recently, so this may have been a past complaint.

**Calendar – consider future dates and events of interest:**

07/03/15 Holiday – Independence Day – Office closed - no Sage Stage service.

07/13/15 Modoc TAC meeting, 1:00 p.m. – Sage Stage conference room, 108 S. Main St., Alturas, CA

08/04/15 1:30 p.m. MCTC and MTA meetings; Sage Stage Conference Room, 108 S. Main St., Alturas

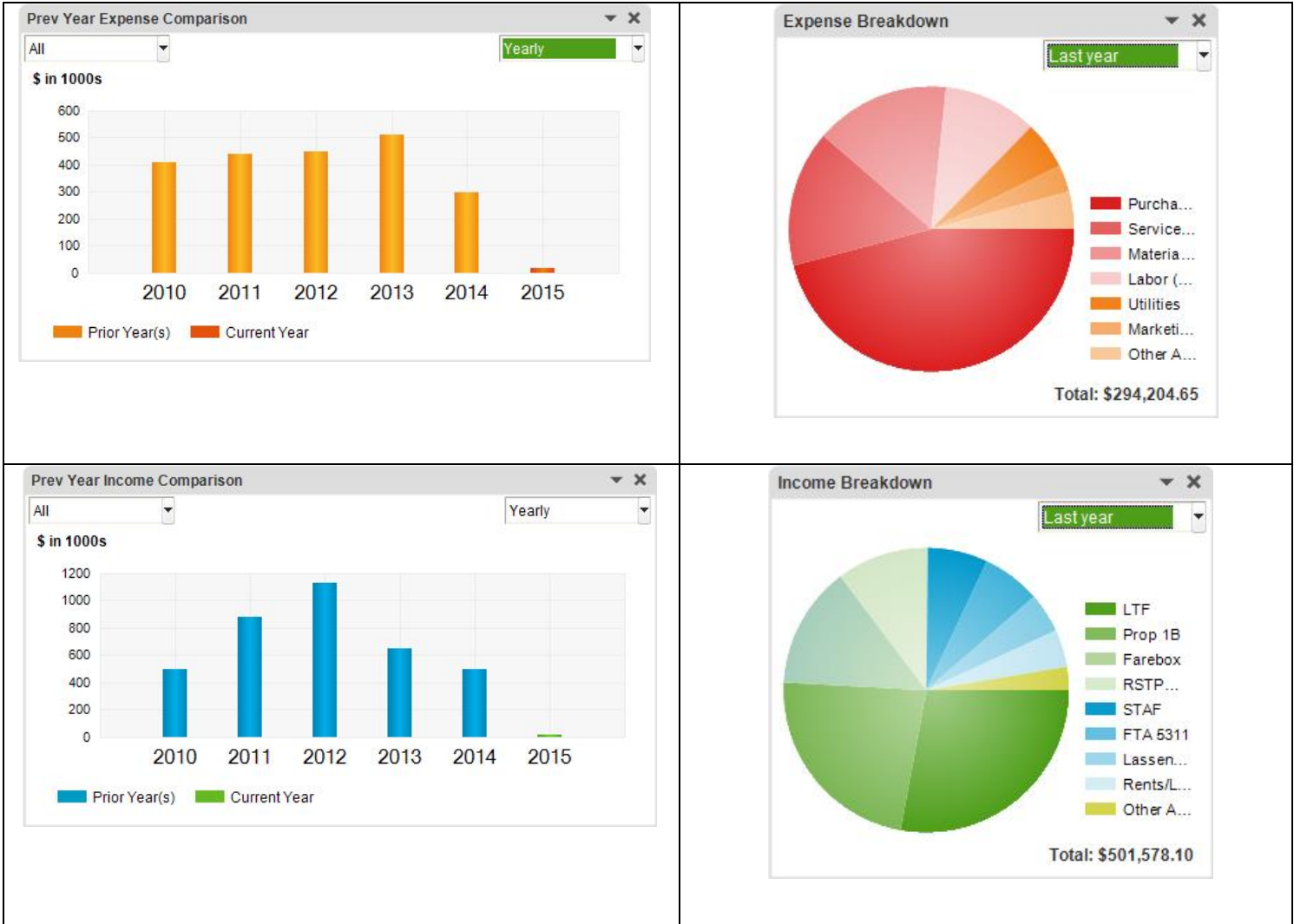
09/07/15 Holiday – Labor Day – Office closed – no Sage Stage bus service

7. **Adjournment.** Board Member Allan motioned to adjourn meeting at 2:20 p.m.; seconded by Board Member Nelson. All ayes; motion carried. The next regular meeting is scheduled August 4, 2015, in the Sage Stage conference room following a barbeque lunch and MCTC meeting at about 2:00 p.m.

Submitted by,

Jacque Dockery

# Modoc Transportation Agency Company Snapshots (As of 7/24/15)



**Modoc Transportation Agency**  
**Balance Sheet**  
 As of June 30, 2015

	<u>Jun 30, 15</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
CD 36 Months - Plumas MTA-9346	301,124.00
LAIF-8025001	270,708.81
Plumas Operating MTA-0477	161,245.09
Treasurer Operating MTA-650	2.63
<b>Total Checking/Savings</b>	<b>733,080.53</b>
Accounts Receivable	
Accounts Receivable	2,153.00
<b>Total Accounts Receivable</b>	<b>2,153.00</b>
Other Current Assets	
Undeposited Funds	4,622.60
<b>Total Other Current Assets</b>	<b>4,622.60</b>
<b>Total Current Assets</b>	<b>739,856.13</b>
<b>Fixed Assets</b>	
<b>Fixed Assets</b>	
Land	662,549.27
Building-Bus Shelter	20,330.77
A/C depreciation-Bus Shelter	-842.93
Building-Office Facility	
Building-CTAF 08/09 (\$7,990.40)	7,990.41
Building - PTMISEA (\$110,000)	110,000.00
Building - CTAF 12/13 (\$7,940)	7,940.00
Building - CTAF 11/12 (\$7,940)	7,940.00
Building - CTAF 10/11 (\$7,940)	7,940.00
Building - PTMISEA (\$198,456)	198,456.00
Building - PTMISEA (\$44,917)	44,917.00
Building - PTA/Const (\$439K)	439,000.00
Building - PA&ED (\$120K)	98,683.00
Building - PA&AD/RW (\$30K)	30,000.00
Building - R/W (\$327K)	327,000.00
Building - Reserve	399,874.32
Building-Office Facility - Other	-442,780.00
<b>Total Building-Office Facility</b>	<b>1,236,960.73</b>
A/C depreciation-Building	-50,595.36
Office equipment	77,269.06
A/C depreciaton-Office equipme	-53,540.55
Vehicles	
Vehicles - RSTP 13/14 (\$5,298)	5,298.00
Vehicles - RTSP 12/13 (\$52,335)	52,335.00
Vehicles - Other	780,543.55
<b>Total Vehicles</b>	<b>838,176.55</b>
A/C depreciation-vehicles	-475,175.87
<b>Total Fixed Assets</b>	<b>2,255,131.67</b>
<b>Total Fixed Assets</b>	<b>2,255,131.67</b>
<b>TOTAL ASSETS</b>	<b>2,994,987.80</b>



**Modoc Transportation Agency**  
**Balance Sheet**  
As of June 30, 2015

	<u>Jun 30, 15</u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable	-394.93
<b>Total Accounts Payable</b>	<u>-394.93</u>
<b>Total Current Liabilities</b>	<u>-394.93</u>
<b>Total Liabilities</b>	-394.93
<b>Equity</b>	
Opening Bal Equity	654,081.39
Retained Earnings	2,133,927.89
Net Income	207,373.45
<b>Total Equity</b>	<u>2,995,382.73</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>2,994,987.80</u></u>

**Modoc Transportation Agency**  
**Profit & Loss**  
 July 2014 through June 2015

	<u>Jul '14 - Jun 15</u>
<b>Ordinary Income/Expense</b>	
Income	
RSTP 13/14 (\$52,335)	52,335.00
RSTP 12/13 (\$5,298)	5,298.00
Rents/Leases	21,329.40
Farebox	
Cedarville/Ft. Bidwell Fares	1,164.00
Dial A Ride Fares	
Farecard \$20	1,845.00
Dial A Ride Fares - Other	8,936.05
Total Dial A Ride Fares	<u>10,781.05</u>
Klamath Falls Fares	4,321.00
Redding Fares	9,218.15
Reno Fares	44,005.55
Total Farebox	<u>69,489.75</u>
FTA 5311	
Operating - 5311	33,254.00
Total FTA 5311	<u>33,254.00</u>
Interest	1,887.94
Lassen Transit Service Agency	22,500.00
LTF	140,000.01
Prop 1B	
CTAF	7,940.00
PTMISEA	107,233.00
Total Prop 1B	<u>115,173.00</u>
STAF	34,271.00
Transaction Fee	25.00
Total Income	<u>495,563.10</u>
Gross Profit	495,563.10
Expense	
Wire Transfer Fee	0.00
Facility Maintenance	5,705.54
Service Charge	-57.96
Insurance	4,189.25
Labor (Contract Admin)	31,285.44
Legal Notices	498.00
Marketing/Promotions	8,987.79
Materials/Supplies Consumed	
Office Supplies	2,998.49
Shop & Bus Supplies	1,613.93
Fuel/Lubricants	
Dial A Ride Fuel	8,473.84
Klamath Falls Fuel	3,489.27
Redding Fuel	8,196.71
Reno Fuel	20,130.03
Fuel/Lubricants - Other	86.44
Total Fuel/Lubricants	<u>40,376.29</u>
Total Materials/Supplies Consumed	44,988.71
Purchased Transportation	
PT Cedarville	4,817.29
PT Reno	38,398.17
PT Redding	20,125.64
PT Klamath Falls	8,927.90
PT Dial A Ride	34,727.77
PT Administration	28,034.10
Total Purchased Transportation	<u>135,030.87</u>

**Modoc Transportation Agency**  
**Profit & Loss**  
 July 2014 through June 2015

	<u>Jul '14 - Jun 15</u>
<b>Services - Prof./Specialized</b>	
Engineering Services	7,808.00
Legal Services	1,002.50
Accounting / Auditor Services	3,462.90
Services - Other (Misc.)	844.00
<b>Vehicle Maintenance</b>	
T19	392.26
T18	729.52
T17	3,432.75
T15	2,752.58
T14	4,383.38
T12	4,288.75
T11	9,709.44
T10	2,205.81
T9	3,361.89
<b>Total Vehicle Maintenance</b>	<u>31,256.38</u>
<b>Services - Prof./Specialized - Other</b>	<u>1,041.00</u>
<b>Total Services - Prof./Specialized</b>	<u>45,414.78</u>
<b>Travel/Staff Training</b>	2,033.53
<b>Uniforms</b>	127.85
<b>Utilities</b>	
Internet	576.00
Trash Disposal	548.91
Propane	1,602.03
Water Service	1,998.95
Equip Maint.	868.35
<b>Phone/DSL</b>	
Cell - Dispatch	1,607.46
Phone/DSL - Other	3,951.80
<b>Total Phone/DSL</b>	<u>5,559.26</u>
<b>Electric</b>	<u>4,847.35</u>
<b>Total Utilities</b>	<u>16,000.85</u>
<b>Total Expense</b>	<u>294,204.65</u>
<b>Net Ordinary Income</b>	201,358.45
<b>Other Income/Expense</b>	
<b>Other Income</b>	
Fixed Asset - Sale	6,000.00
Bad Check Reimb.	15.00
<b>Total Other Income</b>	<u>6,015.00</u>
<b>Net Other Income</b>	<u>6,015.00</u>
<b>Net Income</b>	<u><u>207,373.45</u></u>

**Modoc Transportation Agency**  
**Transactions by Account**  
As of June 30, 2015

Date	Num	Name	Amount	Balance
<b>CD 36 Months - Plumas MTA-9346</b>				<b>301,124.00</b>
Total CD 36 Months - Plumas MTA-9346				301,124.00
<b>LAIF-8025001</b>				<b>270,708.81</b>
Total LAIF-8025001				270,708.81
<b>Plumas Operating MTA-0477</b>				<b>401,769.37</b>
05/04/2015	50416	Amazon	-53.74	401,715.63
05/05/2015		Farebox	46.00	401,761.63
05/05/2015		Farebox	228.50	401,990.13
05/05/2015		Farebox	515.00	402,505.13
05/06/2015		Farebox	40.50	402,545.63
05/06/2015	50615	Amazon	-54.32	402,491.31
05/07/2015		Farebox	384.50	402,875.81
05/07/2015	1718	Perry's Automotive	-994.84	401,880.97
05/07/2015	1719	Ed Staub & Sons	-127.38	401,753.59
05/07/2015	1720	Les Schwab Tires	-32.00	401,721.59
05/07/2015	1721	Verizon Wireless	-137.00	401,584.59
05/07/2015	1722	Pacific Power	-386.73	401,197.86
05/07/2015	1723	A-Z Bus Sales, Inc.	-109,136.43	292,061.43
05/07/2015	1724	A-Z Bus Sales, Inc.	-109,136.43	182,925.00
05/07/2015	1725	City Of Alturas	-142.06	182,782.94
05/07/2015	1726	Modoc County Record	-485.88	182,297.06
05/07/2015	1727	EDI Media	-150.00	182,147.06
05/07/2015	1728	Waste Management	-24.00	182,123.06
05/07/2015	1729	Tnet Broadband Internet, LLC	-48.00	182,075.06
05/07/2015	1730	Pepsi-Cola Bottling Company	-34.95	182,040.11
05/07/2015	1731	Basin Tire Service Inc.	-565.36	181,474.75
05/07/2015	1732	Trillium Solutions	-560.00	180,914.75
05/07/2015	50415	Amazon	-29.54	180,885.21
05/07/2015	50715	Amazon	-107.48	180,777.73
05/07/2015		Amazon	54.32	180,832.05
05/08/2015		Farebox	84.00	180,916.05
05/12/2015		Farebox	421.50	181,337.55
05/12/2015		Farebox	350.50	181,688.05
05/12/2015		Farebox	15.00	181,703.05
05/12/2015	1733	Ed Staub & Sons	-3,230.65	178,472.40
05/12/2015	1734	Ray Morgan Company	-87.96	178,384.44
05/12/2015	1735	Perry's Automotive	-357.26	178,027.18
05/12/2015	1736	Harbert Oil Company	-15.00	178,012.18
05/13/2015		Farebox	22.50	178,034.68
05/13/2015		Farebox	400.00	178,434.68
05/13/2015	1739	Basin Tire Service Inc.	-1,108.00	177,326.68

**Modoc Transportation Agency**  
**Transactions by Account**  
**As of June 30, 2015**

Date	Num	Name	Amount	Balance
05/13/2015	1740	Teams By Design, Inc	-127.85	177,198.83
05/14/2015	51415	Amazon	-33.04	177,165.79
05/18/2015		Farebox	329.00	177,494.79
05/18/2015		Farebox	394.67	177,889.46
05/18/2015		Farebox	64.00	177,953.46
05/19/2015		Farebox	111.00	178,064.46
05/19/2015		Farebox	114.00	178,178.46
05/19/2015		Farebox	780.00	178,958.46
05/19/2015		LTF - May 2015	7,847.64	186,806.10
05/20/2015		Farebox	49.00	186,855.10
05/20/2015	1742	Perry's Automotive	-851.47	186,003.63
05/20/2015	1743	Reno Tahoe Airport Authority	0.00	186,003.63
05/21/2015		Farebox	353.50	186,357.13
05/21/2015		Service Charge	19.52	186,376.65
05/22/2015		Farebox	182.00	186,558.65
05/22/2015		LTSA - Reno Q3	7,500.00	194,058.65
05/27/2015	52715	Martin's Diesel Shop	-85.00	193,973.65
05/27/2015	52715	Amazon	-56.38	193,917.27
06/01/2015		AP-Tech	300.00	194,217.27
06/02/2015		Farebox	209.00	194,426.27
06/02/2015		Farebox	337.00	194,763.27
06/02/2015		Farebox	36.00	194,799.27
06/02/2015		Farebox	462.00	195,261.27
06/02/2015		Farebox	62.00	195,323.27
06/02/2015		Farebox	371.50	195,694.77
06/02/2015	60215	Four Corner's Market	-19.88	195,674.89
06/03/2015		Farebox	42.25	195,717.14
06/03/2015	60315	Four Seasons Supply	-17.15	195,699.99
06/04/2015		Farebox	448.50	196,148.49
06/04/2015	1744	Completely Custom Inc.	-79.95	196,068.54
06/04/2015	1745	Les Schwab Tires	-1,556.25	194,512.29
06/04/2015	1746	Pacific Power	-407.80	194,104.49
06/04/2015	1747	Verizon Wireless	-142.80	193,961.69
06/04/2015	1748	Granite Telecommunications	-531.46	193,430.23
06/04/2015	1749	Frank Willis	-50.00	193,380.23
06/04/2015	1750	Waste Management	-56.96	193,323.27
06/04/2015	1751	Tnet Broadband Internet, LLC	-48.00	193,275.27
06/04/2015	1752	City Of Alturas	-142.80	193,132.47
06/04/2015	1753	Perry's Automotive	-1,584.33	191,548.14
06/04/2015	60415	Landis Produce and Flowers	-107.50	191,440.64
06/08/2015	60815	Postmaster	-49.00	191,391.64
06/09/2015		Farebox	483.61	191,875.25
06/09/2015		Farebox	76.00	191,951.25

**Modoc Transportation Agency**  
**Transactions by Account**  
**As of June 30, 2015**

Date	Num	Name	Amount	Balance
06/09/2015		Farebox	683.75	192,635.00
06/09/2015		Farebox	21.00	192,656.00
06/10/2015		Farebox	34.00	192,690.00
06/10/2015		STAF - Q3	12,332.00	205,022.00
06/10/2015		Farebox	53.00	205,075.00
06/10/2015		Farebox	30.00	205,105.00
06/12/2015	61215	Amazon	-45.12	205,059.88
06/16/2015		Farebox	403.90	205,463.78
06/16/2015		Farebox	95.00	205,558.78
06/16/2015		Farebox	499.00	206,057.78
06/16/2015		Farebox	71.05	206,128.83
06/16/2015		Farebox	548.00	206,676.83
06/16/2015	1754	Alturas Auto Parts	-23.62	206,653.21
06/17/2015		Farebox	39.05	206,692.26
06/17/2015	1755	Ed Staub & Sons	-3,094.10	203,598.16
06/17/2015	1756	EDI Media	-150.00	203,448.16
06/17/2015	1757	Granite Telecommunications	-537.19	202,910.97
06/17/2015	1758	Pepsi-Cola Bottling Company	-34.95	202,876.02
06/17/2015	1759	Perry's Automotive	-357.26	202,518.76
06/17/2015	1760	The AG Mag	-616.00	201,902.76
06/17/2015	1761	Ray Morgan Company	-63.20	201,839.56
06/17/2015	1762	Harbert Oil Company	-28.17	201,811.39
06/17/2015	61715	Four Seasons Supply	-60.66	201,750.73
06/17/2015	61716	Alturas Auto Parts	-31.28	201,719.45
06/18/2015		Farebox	354.50	202,073.95
06/18/2015	1763	MV Transportation	-13,172.73	188,901.22
06/18/2015	61815	Ed Staub & Sons	-23.65	188,877.57
06/19/2015		Farebox	63.00	188,940.57
06/19/2015		Farebox	720.00	189,660.57
06/19/2015	1764	MV Transportation	-12,477.73	177,182.84
06/23/2015		Farebox	424.50	177,607.34
06/23/2015		Farebox	529.50	178,136.84
06/23/2015	1765	Fredrick Janitorial	-1,375.00	176,761.84
06/23/2015	1766	Perry's Automotive	-388.66	176,373.18
06/24/2015		Farebox	31.00	176,404.18
06/24/2015	1767	Pacific Power	-342.51	176,061.67
06/24/2015	1768	Verizon Wireless	-137.55	175,924.12
06/24/2015	1769	Transit Marketing, LLC	-975.00	174,949.12
06/25/2015		Farebox	622.00	175,571.12
06/26/2015		Farebox	17.00	175,588.12
06/29/2015	62915	Landis Produce and Flowers	-19.00	175,569.12
06/29/2015	62916	Four Corner's Market	-44.69	175,524.43
06/29/2015	62917	Seab's True Value	-63.40	175,461.03

**Modoc Transportation Agency**  
**Transactions by Account**  
 As of June 30, 2015

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Amount</b>	<b>Balance</b>
06/29/2015	1787	Perry's Automotive	-569.01	174,892.02
06/30/2015		Farebox	525.00	175,417.02
06/30/2015		AP-Tech	300.00	175,717.02
06/30/2015		Farebox	306.50	176,023.52
06/30/2015	1770	Debbie Pedersen	-114.89	175,908.63
06/30/2015	1771	Perry's Automotive	-553.16	175,355.47
06/30/2015	1772	Tnet Broadband Internet, LLC	-48.00	175,307.47
06/30/2015	1773	APTA	-321.00	174,986.47
06/30/2015	1774	Skyline Printing	-891.00	174,095.47
06/30/2015	1775	City Of Alturas	-142.80	173,952.67
06/30/2015	1776	A & M Pump and Plumbing	-160.00	173,792.67
06/30/2015		LTF - May 2015 / Jun 2015	12,494.82	186,287.49
06/30/2015	1778	Ed Staub & Sons	-3,316.35	182,971.14
06/30/2015	1779	Harbert Oil Company	-20.66	182,950.48
06/30/2015	1780	Pepsi-Cola Bottling Company	-34.95	182,915.53
06/30/2015	1781	EDI Media	-150.00	182,765.53
06/30/2015	1782	Ray Morgan Company	-43.48	182,722.05
06/30/2015	1783	Granite Telecommunications	-223.91	182,498.14
06/30/2015		Service Charge	-1.08	182,497.06
06/30/2015	1785	Rim Rock Motel	-55.00	182,442.06
06/30/2015	1788	MCTC	-21,196.97	161,245.09
			<b>-240,524.28</b>	<b>161,245.09</b>
<b>Treasurer Operating MTA-650</b>				<b>2.63</b>
Total Treasurer Operating MTA-650				<b>2.63</b>
<b>TOTAL</b>			<b>-240,524.28</b>	<b>733,080.53</b>

<b>Report to Modoc Transportation Agency Board Members</b>	
Subject <b>New Business</b>	Meeting Date <b>August 4, 2015</b>
Presented by <b>MTA Staff</b>	Agenda Item <b>5</b>

**Items with attachments, shown in bold:**

- a. Appoint MTA member(s) to sit on Lead Driver interview panel and set salary schedule. Tentative schedule is as follows:
  - July 30, 2015 - Advertise position – Modoc Record, Sage Stage website, MV website, post at City and County, and Alliance for Workforce.
  - July 30 – Aug 13, 2015 Accept applications
  - Week of Aug 17 -Review applications and schedule interviews
  - August 25, 2015 – conduct interviews
  
- b. Update on **completed actions from the 2012 Short Range Transit Development Plan**



## Contract Employees' Compensation Schedules

**WAGES**  
**Board Approved 08/04/2015**  
**Effective 8/4/2015**  
**Lead Driver**

Effective Date/Tenure	Wage (per Hour)
Hire	\$17.50
1st	\$18.38
2nd	\$19.29
3rd	\$20.26
4th	\$21.27
5th	\$22.33
6th	\$23.45
7th	\$24.62
8th	
9th	
10th	
11th	
12th	
13th	
14th	
15th	

**BENEFITS** <sup>(b,c)</sup>

Holidays	New Years Day	Min. Hrs. Worked <sup>(b)</sup>	Hrs. Paid	Percent FT		
(9 annually)	President's Day	0.0 - 17.49	0	<25%		
	Memorial Day	17.5 - 34.99	2	25%		
	4th of July	35.0 - 52.49	4	50%		
	Labor Day	52.5 - 69.99	6	75%		
	Thanksgiving Day	70.0 and higher	8	100%		
	Day after Thanksgiving					
	Christmas Day					
	Day after Christmas					
	Earned per Biweekly Payperiod per Minimum Threshold (hrs. worked) <sup>(d)</sup>					
	<b>Paid Time Off</b> (PTO)	<u>Tenure</u>	<u>17.5</u>	<u>35.0</u>	<u>52.5</u>	<u>70.0</u>
	6 - 36 mos.	0.39	0.77	1.16	1.54	40.04
	37 - 72 mos.	0.77	1.54	2.31	3.08	80.08
	73 - 132 mos.	1.15	2.31	3.46	4.615	119.99
	133 mo. or more	1.54	3.08	4.62	6.154	160.00
<b>Health Insurance</b>	Non-probationary full-time employees and their dependents qualify for company paid health insurance. Dental and vision insurance are available. Employee must sign up for insurance when initially eligible. Qualified employees may sign up during Open Enrollment period (each October/November) per current contractor MV Transportation					
<b>Life Insurance</b>	Company provides a survivor benefit of \$10,000.					
<b>Uniforms</b>	Company provides uniform shirts					

Notes:

- (a) Each driver earns annual "Safety Bonus" (\$200) for performance without any chargeable incidents during one 12-month scheduled-for-work period. (The Driver's initial period starts upon driver's hire date/1st day of training.)
- (b) All benefits are "earned" after completion successful probation (start of next payperiod following 6 full-months service).
- (c) Benefits are based on minimum threshold (average hours) worked during each bi-weekly payperiod.
- (d) Maximum PTO accrual is 240 hours.
- (e) This table for reference only; actual wages and benefits are subject to current MTA policies and contract provisions.

**Exhibit 7---1 Summary Schedule of Recommended Actions**

FY 13/14      FY 14/15      FY 15/16      FY 16/17      FY 17/18      FY 18/19

<b>Service Plan Actions</b>						
<del>FTA 5316 Grant for Ft. Bidwell - Cedarville</del>		grant denied				
FTA 5311f grant for Ft Bidwell - Cedarville						
Recruit new drivers						
Initiate Alturas---Cedarville---Ft. Bidwell service						
Intercity timed transfers at 8 am 2 days/week						
Extend hours in Redding layover to 3.5 hours						
Implement first Saturday service on DAR						
Extend DAR from 4 pm to 5 pm on trial basis						
Implement Sat. service to Klamath Falls						
Extend DAR from 5 pm to 6 pm						
"School tripper" from California Pines if funding						
Add second Saturday for DAR						
Add second Saturday for Klamath Falls						
Monitor ridership and fare impacts of changes						
<b>Fares</b>						
Day tripper fare on Redding/Klam. Falls routes						
Introduce day pass for Dial---A---Ride						
New fare categories for intercity routes						
Develop new voucher system for agencies						
<b>Marketing Plan Actions</b>						
Design and Approve updated brand						
Create marketing toolkit						
Wrap vehicles to reflect new brand						
Introduce new passenger guide						
Initiate gatekeeper outreach						
News release calendar						
Introduce "route specific" print/radio ads						
Co---promote connecting services						
Install bus stop signage at all stops						
<b>Capital Plan Actions</b>						
<del>Apply for FTA 5316 grant for cutaway bus</del>						
<del>Order new bus for Ft. Bidwell/Cedarville - 5316</del>	denied					
Apply for FTA 5311f grant intercity services						
Complete bus decals on existing buses						
Equipment purchase for new facility						
Order three replacement buses						
Database system upgrade						
Conduct electronic farebox feasibility study						
Order two replacement minivans						
Order two replacement cutaways						
Order replacement cutaway bus						
<b>Partnership Actions</b>						
Collaborate with Tribal TANF on grant						
Senior Center discussion on California Pines						
Explore FTA 5311 for extending Dial---A---Ride						
California Pines to Senior Center lunch						
Discuss "school tripper" with MUSD						

 Planned actions  
 Completed actions

<b>Report to Modoc Transportation Agency Board Members</b>	
Subject <b>System Update, Communications and Calendar</b>	Meeting Date <b>August 4, 2015</b>
Presented by <b>MTA Staff</b>	Agenda Item <b>6</b>

a. **System Update** – Note: Attachments shown in **bold** type.

1) Sage Stage Operations Report – Performance statistics (below) are accurate although unaudited.

Month	Passenger Trips			Miles			Fares		
	2015	2014	Change	2015	2014	Change	2015	2014	Change
<b>Feb</b>	516	699	↓ 15%	7,924	8,336	↓ 3%	\$ 3,312	\$ 5,085	↓ 21%
<b>Mar</b>	927	642	↑ 18%	11,067	9,166	↑ 9%	\$ 5,309	\$ 5,445	↓ 1%
<b>Apr</b>	1,047	715	↑ 19%	11,823	10,244	↑ 7%	\$ 7,077	\$ 5,783	↑ 10%
<b>May</b>	1,104	891	↑ 23.9%	11,204	9,757	↑ 14.8%	\$ 5,638	\$ 6,479	↓ 13%
<b>June</b>	1,176	777	↑ 51.4%	11,606	10,334	↑ 12.3%	\$ 8,579	\$ 6,569	↑ 30.6%

2) Revenue Service Miles compared to Fuel Cost

Month	Miles			Fuel Cost			Fuel Cost per Mile		
	2015	2014	2013	2015	2014	2013	2015	2014	2013
<b>Feb</b>	7,924	8,336	9,959	\$ 1,982	\$ 3,034	\$ 3,889	.25¢	.36¢	.39¢
<b>Mar</b>	11,067	9,166	10,394	\$ 3,086	\$ 3,896	\$ 4,332	.28¢	.43¢	.42¢
<b>Apr</b>	11,823	10,244	10,708	\$ 3,231	\$ 4,061	\$ 3,940	.33¢	.40¢	.37¢
<b>May</b>	11,204	9,757	10,910	\$ 3,094	\$ 4,136	\$ 4,327	.27¢	.42¢	.40¢
<b>June</b>	11,606	10,334	9,399	\$ 3,316	\$ 4,008	\$ 3,665	.28¢	.38¢	.38¢

3) Ridership - US 395 intercity route by county of origin or destination (O/D) – Operates between Alturas, Susanville and Reno on reservation basis three (3) times per week on Mondays, Wednesdays & Fridays.

Month	Modoc O/D		Lassen O/D		Total Route Ridership	
	2015	2014	2015	2014	2015	2014
<b>Feb</b>	27	43	54	76	81	119
<b>Mar</b>	46	58	83	82	129	140
<b>Apr</b>	61	60	101	92	162	152
<b>May</b>	60	65	70	105	130	170
<b>June</b>	76	77	129	97	205	174

Subject <b>System Update, Communications and Calendar - Continued</b>	Meeting Date <b>August 4, 2015</b>
Presented by <b>MTA Staff</b>	Agenda Item <b>6- Continued</b>

4) Ridership - Alturas-Cedarville-Ft. Bidwell - Operates Thursdays by reservation

Month	Passengers		Total Route Ridership 2014
	Cedarville	Ft. Bidwell	
<b>Feb</b>	0	14	14
<b>Mar</b>	0	14	14
<b>Apr</b>	2	16	18
<b>May</b>	4	15	19
<b>June</b>	0	9	9

**b. Other Information**

- Update on services extended to dirt roads
- Letter from passenger re: Jacque Dockery's exemplary customer service

**Calendar – consider future dates and events of interest:**

- 08/04/15 Regular MCTC and MTA meetings 1:30 p.m. Sage Stage Office
- 09/07/15 Labor Day holiday – Office closed – no Sage Stage bus service
- 09/22/15 Agenda items due by noon for MTA 10/07/14 meeting packets
- 10/06/15 Regular MCTC and MTA meetings 1:30 p.m. Alturas City Hall Council Chambers
- 10/12/15 Holiday – Sage Stage services will operate

5/31/15

To whom it may concern;

I am writing today to you to express my deepest thanks for your employee Jackie Dockery. I live in the state of Massachusetts and I was having a very hard time trying to figure out California's transit system between Susanville and Santa Rosa. Jackie Dockery spent time and effort assisting me that went above and beyond what would normally be done for a customer. I wanted your company and her supervisor to be aware of her extensive efforts and to know what a valuable asset she is to your company. Not only did she assist me in looking the necessary transportation I needed for my family member she also allowed me to E-mail her a schedule of the remaining leg of his journey so that we could assist him in reaching his destination. This went above and beyond her duties for your company and I will forever be in her debt. I felt that it was imperative that her supervisors be made aware of her kindness and efforts on our behalf.

Thank you for allowing me to express these sentiments and I hope that she will receive a word of praise and thanks from your company.

for her acknowledged efforts and professionalism  
concerning this matter

Sincerely

Kathy McIntosh

1 Clark Rd.

Peabody, Ma 01960

978-535-4778