



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 2:15 p.m.

Board of Directors

John Dederick
 Chairman
 City Councilman

David Allan
 Vice Chairman
 County Supervisor

Jim Wills
 Director
 County Supervisor IV

Danny Parker
 Director
 City at Large Citizen

Bobby Ray
 Director
 City Councilman

Mark Moriarity
 Director
 County at Large Citizen

Kathie Rhoads
 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, June 7, 2016, following the MCTC meeting at or about 2:00 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 04/05/16 MTA Regular Meeting
 - b. Financial Transactions 03/01/16 through 04/30/16
 - c. YTD expenditures through 04/30/16
5. **New Business** **Information/Action**
 - a. Consider adoption of Resolution 16-01 - FY 16/17 MTA Budget.
 - b. Consider approval to pay the FY 15/16 Indirect Cost Plan charges from Modoc County
 - c. Receive report on disposition of vehicle T-11
 - d. Receive update on federal grant submittals
6. **System Update, Communications, and Calendar** **Information**
 - a. Staff updates
 - b. CHP Terminal Inspection
 - c. Sage Stage Special Events
 - d. Other Information
7. **Adjourn until next regular MTA meeting**, scheduled for August 02, 2016, (Tuesday), in the Alturas City Council Chambers, 200 W North Street at about 2:00 p.m., following the MCTC meeting.

Report to Modoc Transportation Agency Board Members	
Subject Consent Agenda	Meeting Date June 7 2016
Presented by MTA Staff	Agenda Item 4

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

- a. Approve **minutes from 04/05/16 MTA** Regular meeting.

- b. **Financial Transactions – 03/01/16 through 04/30/16.**

- c. **Year to Date revenue and expenditure (through 04/30/16) report.**



**MINUTES
Regular Meeting
April 5, 2016**

Board Members Present

John Dederick Councilmember, City of Alturas
David Allan, Vice Chair Board of Supervisors District I, Modoc County
Bobby Ray Councilmember, City of Alturas
Jim Wills Board of Supervisors District IV, County
Mark Moriarity Citizen at Large, Modoc County
Danny Parker Citizen at Large, City of Alturas

Board Members Absent

Kathie Rhoads (Alternate) Board of Supervisor District III, Modoc County
Cheryl Nelson (Alternate) Councilmember, City of Alturas

Staff Present

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

Public Present

Aaron Casas Caltrans District 2 Regional Planning Liaison

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 Ray. All Ayes; motion carried
4. **Consent Agenda**
 - a. Approve minutes from 02/02/16 MTA Regular Meeting.
 - b. Financial Transactions 01/01/16 through 02/29/16
 - c. YTD expenditures through 02/29/16

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

5. New Business

a. **Adopt Resolution 16-03** –

Executive Director Pedersen reported that, due to Federal funding regulations, MTA is required to accept/approve MV Transportation’s Drug and Alcohol testing program. MV Transportation has provided this Drug and Alcohol program since 2010 in compliance with these regulations.

Motion by Board Member Allen to adopt Resolution 16-03 approving MV Transportation’s Drug and Alcohol Program, seconded by Board Member Parker. All ayes; motion carried.

- b. **Authorize Executive Director to award sale of transit vehicle T-11.** - Director Pedersen stated that advertising began for bids on vehicle T-11 in mid-March with interest from A-Z Bus, MV Transportation, Ft. Bidwell Indian Reservation, and a party in Michigan that saw the advertisement on a transit website. T-11 has met its useful life of over 7 years old and has exceeded 175 thousand miles. This vehicle has experienced a few breakdowns on intercity runs and has had various other minor mechanical issues. The bus still has a useful life to another owner. It is not as dependable as other buses in the fleet. Pursuant to a verification of mileage by Chairman Dederick, Director Pedersen reported that T-11 has just over 175 thousand miles on it. A new bus has been ordered and will be paid for with Regional Surface Transportation Program (RSTP) funds; it should arrive in June or July. This will be a low bus with a ramp instead of steps for ease of boarding and exiting the bus. Vehicles T-12 and T-14 are approaching useful life later this year. They are in good working condition and we plan on keeping them in the fleet.

Motion by Board Member Allan to authorize Executive Director to award sale of Transit Vehicle T-11 in accordance with MTA Purchasing Policy and Procedure, or donate vehicle to a social service agency in the event no bids are received, seconded by Board Member Wills. All ayes; motion carried.

- c. **Confirm Fixed Assets Inventory and disposition/surplus of assets** - Systems Manager, Niki Witherspoon, stated that vehicle T-11 should be declared surplus and the Executive Director to be authorized to remove from the fixed assets inventory upon disposal. The Fortinet phones and system equipment have been acquired and should be added to inventory.

Chair Dederick asked if the phone system was functioning well. Director Pedersen reported that our phone system is working well, we recently changed to VoiP service and the monthly costs are lowered over our previous provider. In the event of a power outage, calls can still be received (through Frontier) but we use cell phones to call out. The additional system box being added to inventory is for back-up to avoid the delay of shipping time should the current system fail. We have had the Fortinet phones since late 2013.

Motion by Board Member Allan to approve changes to the Fixed Assets Inventory for the deletion of vehicle T-11 and the addition of Fortinet phones and system, seconded by Board Member Wills. All ayes; motion carried

6. **System Update, Communications and Calendar** - Transit Manager, Cindy Imbach, presented an overview of the charts below stating that the passenger counts have increased in 2015. Mileage has also increased due to extended hours and increased riders on Dial-A-Ride.

a. **System Update**

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

Month	Passenger Trips			Miles			Fares		
	2016	2015	Change	2016	2015	Change	2016	2015	Change
Jan	1,349	703	↑91.9%	11,750	10,846	↑8.3%	\$5,968	\$5,468	↑9.1%
Feb	1,343	516	↑160.3%	12,454	7,924	↑57.2%	\$5,447	\$3,312	↑64.5%
Mar	1,485	927	↑60.2%	14,306	11,067	↑29.3%	\$6,717	\$5,309	↑26.5%

2. Revenue Service Miles compared to Fuel Costs.

<i>Month</i>	Miles			Fuel Cost			Fuel Cost per Mile		
	2016	2015	2014	2016	2015	2014	2016	2015	2014
Jan	11,750	10,846	11,078	\$2,151	\$2,852	\$4,121	.18¢	.26¢	.37¢
Feb	12,454	7,924	8,336	\$1,907	\$1,981	\$3,034	.15¢	.25¢	.36¢
Mar	14,306	11,067	9,166	\$2,803	\$2,897	\$3,605	.19¢	.26¢	.39¢

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	
	2016	2015	2016	2015	2016	2015
Jan	50	62	70	75	120	137
Feb	49	27	64	54	113	81
Mar	43	46	88	83	131	129

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

Month	Cedarville		Ft. Bidwell		Total Route Ridership	
	2016	2015	2016	2015	2016	2015
Jan	2	2	2	6	4	8
Feb	6	0	10	14	16	14
Mar	12	0	18	14	30	14

Other Information –

- Board Member Parker mentioned that he had observed a passenger who was unable to be picked up around noon from 4 Corners. Imbach replied that we have been short two drivers and it has been necessary to close for the lunch break on Monday, Wednesday and Friday. This will be a temporary inconvenience until a driver returns from vacation.
- Board Member Wills questioned whether we could work with the Senior Center for rides. Director Pedersen mentioned that Sage Stage has discussed this idea with them and have been told that if their vehicle is unable to serve the seniors they will call Sage Stage. Also, the seniors only need to pay by donation for their bus, of which oftentimes is a quarter. We have a couple regular Sage Stage riders to and from the Senior Center.
- Board Member Parker noted that the Cedarville route has increased in ridership and Transit Manager Imbach mentioned that there have been two regular riders from Ft. Bidwell and a third who often rides from Cedarville to the New Day Academy. We hope to generate more riders with marketing.

- Director Pedersen referred to a copy of Modoc County Board of Supervisors Resolution 16-09 which states that the Board of Supervisors recognizes the Modoc Transportation Agency (MTA) as the sole agency responsible for providing public transportation service operations in Modoc County. This resolution mirrors resolution 16-8 for MCTC as the agencies are considered two separate entities even though there is a joint powers agreement, and is a requirement of CalPERS.
- Director Pedersen mentioned that the Surprise Valley Saturday Market group has requested rides from Alturas to Cedarville every two weeks starting on the 25th of June. The first market on June 25 will be a free service and we will use the opportunity to market the Cedarville/Ft. Bidwell route. For further market days, a minimum of two riders will be required to make the run.

Calendar – consider future dates and events of interest:

- 04/05/16 MCTC and MTA Regular Meetings
- 05/30/16 MCTC and Sage Stage observed Holiday – Memorial Day – Office closed; no bus service
- 06/07/16 MCTC and MTA regular meetings – Sage Stage Conference Room, 108 S. Main, Alturas, CA
- 07/04/16 MCTC and Sage Stage observed Holiday – 4th of July – Office closed; no bus service
- 09/05/16 MCTC and Sage Stage observed Holiday – Labor day – Office closed; no bus service

7. Adjournment. Board Member Allan motioned to adjourn meeting at 2:35 p.m.; seconded by Board Member Ray. All ayes; motion carried. The next regular meeting is scheduled June 07, 2016, in the Sage Stage conference room, 108 S. Main Street, Alturas, CA at about 2:15 p.m., following the MCTC meeting.

Submitted by,

Jacque Dockery
Office Assistant

Modoc Transportation Agency Transactions by Account As of April 30, 2016

Date	Num	Name	Amount	Balance
CD 36 Months - Plumas MTA-9346				302,830.36
04/21/2016		Interest	566.77	303,397.13
Total CD 36 Months - Plumas MTA-9346			566.77	303,397.13
 LAIF-8025001				591,701.94
Total LAIF-8025001				591,701.94
 Plumas Operating MTA-0477				57,353.22
03/01/2016		AP Tech	300.00	57,653.22
03/01/2016		Farebox	225.50	57,878.72
03/02/2016		Farebox	93.80	57,972.52
03/03/2016		Farebox	302.45	58,274.97
03/04/2016		Farebox	100.00	58,374.97
03/04/2016	30416	Canby Post Office	-98.00	58,276.97
03/07/2016		Farebox	258.30	58,535.27
03/07/2016	22616	Amazon	-5.90	58,529.37
03/07/2016	22617	Amazon	-56.67	58,472.70
03/07/2016	22618	TCE Communications	-56.15	58,416.55
03/08/2016		Farebox	50.00	58,466.55
03/08/2016		Farebox	95.00	58,561.55
03/08/2016		Farebox	323.50	58,885.05
03/08/2016	1961	EDI Media	-150.00	58,735.05
03/08/2016	1962	Pepsi-Cola Bottling Company	-34.95	58,700.10
03/08/2016	1963	Perry's Automotive	-399.82	58,300.28
03/08/2016	1964	Ed Staub & Sons	-1,907.46	56,392.82
03/08/2016	1965	MV Transportation	-18,784.59	37,608.23
03/08/2016		Farebox	88.00	37,696.23
03/09/2016		Farebox	68.75	37,764.98
03/10/2016		Farebox	537.00	38,301.98
03/10/2016	1966	Tnet Broadband Internet, LLC	-48.00	38,253.98
03/10/2016		Farebox	11.00	38,264.98
03/10/2016		Farebox	21.00	38,285.98
03/11/2016		Farebox	106.90	38,392.88
03/14/2016		Farebox	450.50	38,843.38
03/14/2016	31416	Four Corner's Market	-29.96	38,813.42
03/15/2016		Farebox	233.50	39,046.92
03/16/2016		Farebox	28.50	39,075.42
03/16/2016	1967	Alturas Chamber of Commerece	-100.00	38,975.42
03/17/2016		Farebox	388.70	39,364.12
03/18/2016		Farebox	76.55	39,440.67
03/18/2016		Farebox	660.00	40,100.67
03/21/2016		Farebox	434.90	40,535.57
03/21/2016	1968	Renne Sloan Holtzman Sakai	-67.50	40,468.07
03/21/2016	1969	Ed Staub & Sons	-126.05	40,342.02
03/21/2016	1970	Les Schwab Tires	-48.00	40,294.02
03/21/2016	1971	Ray Morgan Company	-79.31	40,214.71

Modoc Transportation Agency
Transactions by Account
As of April 30, 2016

Date	Num	Name	Amount	Balance
03/21/2016	1972	Perry's Automotive	-1,045.08	39,169.63
03/21/2016	1973	Frank Willis	-50.00	39,119.63
03/22/2016		Farebox	215.00	39,334.63
03/22/2016		Farebox	203.00	39,537.63
03/22/2016		Farebox	108.00	39,645.63
03/22/2016		Farebox	12.00	39,657.63
03/24/2016		Farebox	370.42	40,028.05
03/24/2016		Farebox	72.00	40,100.05
03/25/2016		Farebox	68.25	40,168.30
03/28/2016		Farebox	435.00	40,603.30
03/28/2016	1974	Pacific Power	-478.19	40,125.11
03/28/2016	1975	Verizon Wireless	-134.59	39,990.52
03/28/2016	1976	Modoc Engines	-433.03	39,557.49
03/28/2016	1977	Perry's Automotive	-1,099.54	38,457.95
03/28/2016	1978	Modoc County Record	-39.00	38,418.95
03/28/2016	32816	Postmaster	-6.45	38,412.50
03/29/2016		Farebox	140.00	38,552.50
03/30/2016		Farebox	38.00	38,590.50
03/30/2016	33016	TCE Communications	-56.15	38,534.35
03/30/2016	1979	Cash - VOID	0.00	38,534.35
03/30/2016	1980	Cash	-15.00	38,519.35
03/31/2016		AP Tech	300.00	38,819.35
03/31/2016		Farebox	200.00	39,019.35
03/31/2016		Farebox	278.50	39,297.85
04/01/2016		Farebox	87.00	39,384.85
04/04/2016		Farebox	356.60	39,741.45
04/04/2016	1981	City Of Alturas	-163.54	39,577.91
04/04/2016	1982	Perry's Automotive	-515.36	39,062.55
04/04/2016	1983	Tnet Broadband Internet, LLC	-48.00	39,014.55
04/04/2016	1984	Waste Management	-56.54	38,958.01
04/05/2016		Farebox	252.00	39,210.01
04/06/2016		Farebox	281.46	39,491.47
04/06/2016		Farebox	21.00	39,512.47
04/07/2016		Farebox	409.50	39,921.97
04/07/2016		LTF - Mar 2016	15,516.54	55,438.51
04/07/2016		STAF Q2	10,002.00	65,440.51
04/08/2016		Farebox	97.00	65,537.51
04/08/2016		Farebox	750.00	66,287.51
04/08/2016	2011	Perry's Automotive	-424.93	65,862.58
04/08/2016	2012	Ed Staub & Sons	-2,565.30	63,297.28
04/08/2016	2013	Ed Staub & Sons	-99.16	63,198.12
04/11/2016		Farebox	448.50	63,646.62
04/11/2016		Farebox	9.00	63,655.62
04/11/2016	1988	Modoc County Record	-30.00	63,625.62
04/11/2016	1989	Perry's Automotive	-1,931.56	61,694.06
04/11/2016	1990	MV Transportation	-17,217.90	44,476.16

**Modoc Transportation Agency
Transactions by Account
As of April 30, 2016**

Date	Num	Name	Amount	Balance
04/11/2016	1991	Ray Morgan Company	-106.18	44,369.98
04/11/2016	33016	Amazon	-64.08	44,305.90
04/12/2016		Farebox	141.00	44,446.90
04/12/2016	1992	Ed Staub & Sons	-2,802.95	41,643.95
04/12/2016		Farebox	308.28	41,952.23
04/13/2016		Farebox	52.00	42,004.23
04/13/2016		FTA 5311 Ops - FY14/15	20,000.00	62,004.23
04/13/2016	1993	Les Schwab Tires	-1,346.68	60,657.55
04/13/2016	1994	Perry's Automotive	-391.50	60,266.05
04/13/2016	1995	Les Schwab Tires	-954.08	59,311.97
04/14/2016		Farebox	346.00	59,657.97
04/14/2016		MCTC - MOU Q3	4,282.35	63,940.32
04/14/2016	1996	Modoc County Transportation C	-8,709.15	55,231.17
04/15/2016		Farebox	56.00	55,287.17
04/15/2016	41516	Intuit	-190.23	55,096.94
04/18/2016		Farebox	315.00	55,411.94
04/19/2016		Farebox	165.00	55,576.94
04/20/2016		Farebox	74.00	55,650.94
04/21/2016		Farebox	263.00	55,913.94
04/22/2016		Farebox	57.00	55,970.94
04/26/2016		Farebox	321.50	56,292.44
04/26/2016		Farebox	462.00	56,754.44
04/27/2016		Farebox	168.00	56,922.44
04/27/2016		Farebox	22.00	56,944.44
04/27/2016	42516	Four Corner's Market	-52.40	56,892.04
04/27/2016		Farebox	83.00	56,975.04
04/27/2016		Granite - Refund	276.34	57,251.38
04/27/2016	42717	Four Corner's Market	-44.20	57,207.18
04/27/2016	1997	City Of Alturas	-165.02	57,042.16
04/27/2016	1998	J. Thayer Company	-190.71	56,851.45
04/27/2016	1999	Verizon Wireless	-134.54	56,716.91
04/27/2016	2000	Les Schwab Tires	-52.91	56,664.00
04/27/2016	2001	Pacific Power	-430.88	56,233.12
04/28/2016		Farebox	193.87	56,426.99
04/28/2016	42816	TCE Communications	-56.15	56,370.84
04/28/2016	2002	Perry's Automotive	-1,097.05	55,273.79
04/29/2016	1985	EDI Media	-150.00	55,123.79
04/29/2016	1986	Pepsi-Cola Bottling Company	-34.95	55,088.84
04/29/2016	1987	Modoc County Record	-163.00	54,925.84
04/29/2016			50.00	54,975.84
Total Plumas Operating MTA-0477			-2,377.38	54,975.84
Treasurer Operating MTA-650				0.00
Total Treasurer Operating MTA-650				0.00
TOTAL			-1,810.61	950,074.91

Modoc Transportation Agency

Profit & Loss

July 2015 through April 2016

	Jul '15 - Apr 16
Ordinary Income/Expense	
Income	
Farebox	
Cedarville/Ft. Bidwell Fares	721.75
Dial A Ride Fares	
Farecard \$20	3,200.00
Dial A Ride Fares - Other	11,745.14
Total Dial A Ride Fares	14,945.14
Klamath Falls Fares	3,813.25
Redding Fares	9,001.75
Reno Fares	36,206.12
Total Farebox	64,688.01
FTA 5311	
Operating - 5311	20,000.00
Total FTA 5311	20,000.00
FTA 5311(f)	
Capital - 5311(f)	96,618.48
Total FTA 5311(f)	96,618.48
Interest	3,024.12
Lassen Transit Service Agency	22,500.00
LTF	131,475.82
Rents/Leases	15,547.05
RSTP 14/15 (\$52,329)	52,329.00
STAF	20,671.00
Transaction Fee	50.00
Uncategorized Income	12.77
Total Income	426,916.25
Expense	
Insurance	4,244.98
Labor (Contract Admin)	28,987.44
Legal Notices	279.00
Marketing/Promotions	3,637.25
Materials/Supplies Consumed	
Fuel/Lubricants	
Dial A Ride Fuel	7,312.98
Klamath Falls Fuel	1,997.96
Redding Fuel	5,179.14
Reno Fuel	11,483.33
Fuel/Lubricants - Other	279.97
Total Fuel/Lubricants	26,253.38
Office Supplies	4,530.84
Shop & Bus Supplies	215.98
Materials/Supplies Consumed - Other	1,640.54
Total Materials/Supplies Consumed	32,640.74
Petty Cash	100.00
Purchased Transportation	
PT VA-HOL	2,462.56
PT Administration	41,074.17
PT Cedarville	5,512.38
PT Dial A Ride	56,541.54
PT Klamath Falls	9,068.52
PT Redding	18,358.18
PT Reno	39,338.78
PT Sick Leave	948.03
Total Purchased Transportation	173,304.16
Service Charge	-7.52

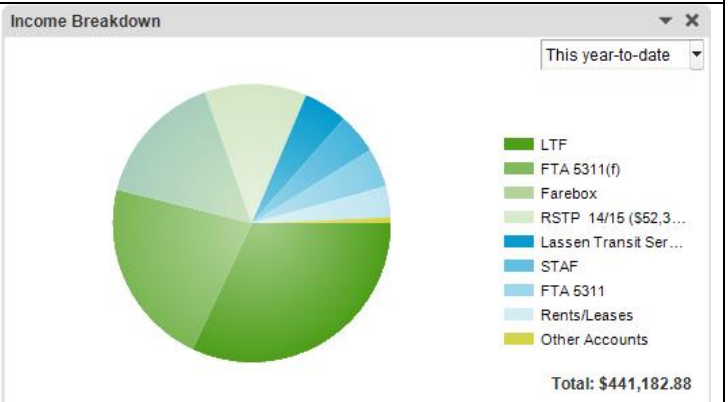
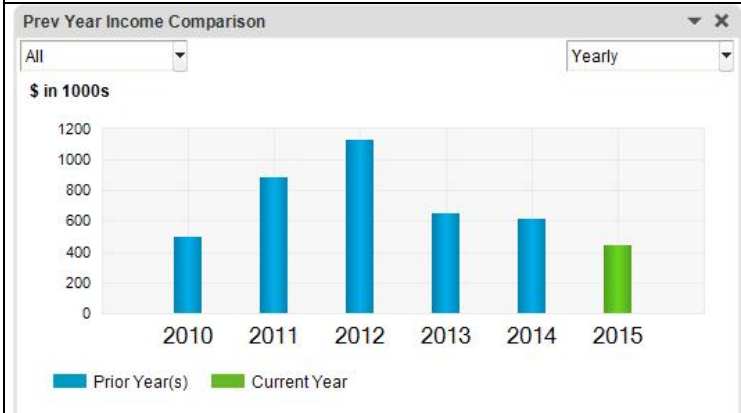
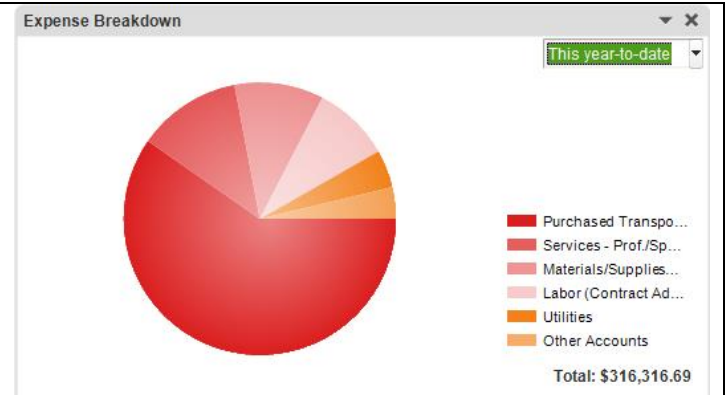
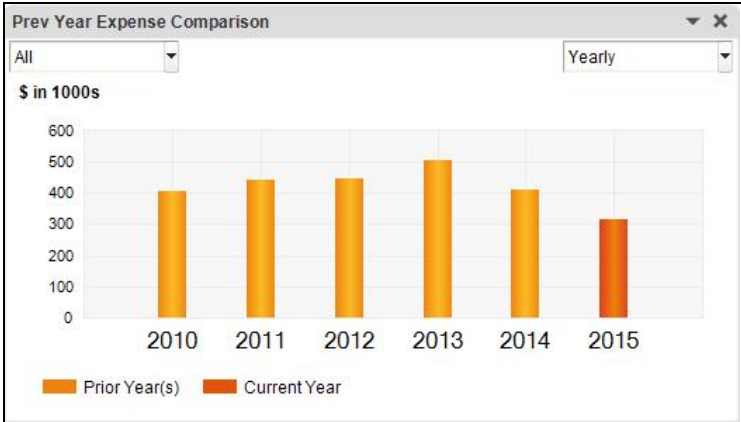
Modoc Transportation Agency
Profit & Loss
July 2015 through April 2016

	<u>Jul '15 - Apr 16</u>
Services - Prof./Specialized	
Accounting / Auditor Services	6,500.00
Legal Services	1,435.00
Services - Other (Misc.)	1,999.00
Vehicle Maintenance	
T11	6,845.62
T12	2,683.71
T14	4,558.05
T15	973.52
T16	198.09
T17	5,410.80
T18	5,338.13
T19	2,413.41
Vehicle Maintenance - Other	224.62
Total Vehicle Maintenance	<u>28,645.95</u>
Total Services - Prof./Specialized	38,579.95
Travel/Staff Training	2,431.75
Uniforms	235.30
Utilities	
Electric	4,954.39
Equip Maint.	837.71
Internet	384.00
Phone/DSL	
Cell - Dispatch	1,582.05
Phone/DSL - Other	3,213.33
Total Phone/DSL	<u>4,795.38</u>
Propane	1,333.02
Trash Disposal	501.16
Water Service	1,922.09
Total Utilities	<u>14,727.75</u>
Total Expense	<u>299,160.80</u>
Net Ordinary Income	<u>127,755.45</u>
Net Income	<u><u>127,755.45</u></u>

Modoc Transportation Agency
Balance Sheet
 As of April 30, 2016

	Apr 30, 16
ASSETS	
Current Assets	
Checking/Savings	
CD 36 Months - Plumas MTA-9346	303,397.13
LAIF-8025001	591,701.94
Plumas Operating MTA-0477	54,975.84
Total Checking/Savings	950,074.91
Accounts Receivable	
Accounts Receivable	26,945.00
Total Accounts Receivable	26,945.00
Other Current Assets	
Undeposited Funds	-453.00
Total Other Current Assets	-453.00
Total Current Assets	976,566.91
Fixed Assets	
Fixed Assets	
A/C depreciatlon-Office equipme	-65,180.38
A/C depreciation-Building	-84,286.28
A/C depreciation-Bus Shelter	-1,400.09
A/C depreciation-vehicles	-601,086.78
Building-Bus Shelter	20,330.77
Building-Office Facility	
Building-CTAF 08/09 (\$7,990.40)	7,990.41
Building - CTAF 10/11 (\$7,940)	7,940.00
Building - CTAF 11/12 (\$7,940)	7,940.00
Building - CTAF 12/13 (\$7,940)	7,940.00
Building - PA&AD/RW (\$30K)	30,000.00
Building - PA&ED (\$120K)	98,683.00
Building - PTA/Const (\$439K)	439,000.00
Building - PTMISEA (\$110,000)	110,000.00
Building - PTMISEA (\$198,456)	198,456.00
Building - PTMISEA (\$44,917)	44,917.00
Building - R/W (\$327K)	327,000.00
Building - Reserve	280,678.28
Building-Office Facility - Other	-442,780.00
Total Building-Office Facility	1,117,764.69
Land	781,745.31
Office equipment	79,044.80
Vehicles	
Vehicles - RSTP 13/14 (\$5,298)	5,298.00
Vehicles - RTSP 12/13 (\$52,335)	52,335.00
Vehicles - Other	839,497.55
Total Vehicles	897,130.55
Total Fixed Assets	2,144,062.59
Total Fixed Assets	2,144,062.59
TOTAL ASSETS	3,120,629.50
LIABILITIES & EQUITY	
Equity	
Opening Bal Equity	654,751.39
Retained Earnings	2,338,122.66
Net Income	127,755.45
Total Equity	3,120,629.50
TOTAL LIABILITIES & EQUITY	3,120,629.50

Modoc Transportation Agency Company Snapshots (As of 04-19-16)



Report to Modoc Transportation Agency Board Members	
Subject Regular Business	Meeting Date June 7, 2016
Presented by MTA Staff	Agenda Item 5

Items with attachments, shown in bold:

- a. Consider adoption of **Resolution 16-01 - FY 16/17 MTA Budget.**
- b. Consider approval to pay the **FY 15/16 Indirect Cost Plan charges from Modoc County**
- c. Receive report on disposition of vehicle T-11
- d. Receive update on federal grant submittals

MODOC TRANSPORTATION AGENCY
Revised RESOLUTION No. 16-01
FY 2016/17 Budget

WHEREAS, the Modoc Transportation Agency (MTA) is responsible for adopting an annual Budget each fiscal year (FY) that identifies anticipated revenues and expenditures; and

WHEREAS, the Modoc County Transportation Commission allocated Transportation Development Act (TDA) funds in Resolution 15-05 for its administration and the Modoc Transportation Agency/Transit Operations; and

WHEREAS, the MTA FY 2016/17 Budget, as shown in Attachment A, includes revenues from TDA, Federal Transit Assistance, State Transit Bonds (Prop 1B PTMISEA and CTAF), Lassen County Transportation Commission, other rents, fare revenue, and grant sources identified in Resolution 15-05; and

WHEREAS, the MTA FY 2016/17 Budget, as shown in Attachment A, identifies estimated expenditures to administer the revenue from the Agency grants and programs; and

WHEREAS, the MTA authorizes the Executive Director or Chairman to modify line item amounts within the budget for daily operations so long as the overall revenues and expenditures are in accordance with amounts shown in Attachment A, and with a subsequent approval by MTA.

NOW, THEREFORE, BE IT RESOLVED that the Modoc Transportation Agency hereby adopts this FY 2016/17 Budget (\$951,097)

PASSED AND ADOPTED this 7th day of June, 2016 by the following vote:

AYES:

NOES:

ABSENT:

ATTEST:

John Dederick, Chairman

Niki Witherspoon, Systems Manager

Modoc County Transportation Commission / Modoc Transportation Agency
FY 2016/17 Budget
 Adopted **06/07/16**
Attachment A
DRAFT

REVENUES	Annual Total	MCTC Operating		MTA/Sage Stage Operating	
		Operating	Reserve Savings / Capital Expense	Operating	Reserve Savings / Capital Expense
Facility Sub-Lease - AP Tech Drug & Alcohol	20,760			\$ 20,760	
Reserve Savings	30,453				\$ 30,453
Depreciation	128,934		\$ 2,941		\$ 125,993
Local Transportation Fund (LTF)					
Estimate - Sales Tax Revenues (FY 16/17)	220,000	\$ 64,000		\$ 96,385	\$ 59,615
State Transit Assistance Fund (STAF)					
STAF (FY 2016/17 Estimate)	41,989			\$ 41,989	
Low Carbon Transit Operations Program (LCTOP)					
LCTOP (FY 2016/17 Eligible Allocation)	9,104			\$ 9,104	
Special Programs					
MCTC					
Rural Planning Assistance (FY 16/17)	158,000	\$ 158,000			
STIP PP&M (FY 15/16)	30,000	\$ 30,000			
STIP PP&M (FY 16/17)	59,000	\$ 59,000			
Regional Surface Transportation Program (FY 15/16)	42,920				\$ 42,920
MTA					
Regional Surface Transportation Program (FY 14/15)	52,329				\$ 52,329
Local Gov Collaborative - LTSA Reno Route Agreement	30,000			\$ 30,000	
FTA 5311 Operating Assistance	54,891			\$ 54,891	
FTA 5311(f) Intercity Routes (RNO, RDG, KF)	139,046			\$ 139,046	
FTA 5311(f) Intercity Routes (CDV/FB)	12,929			\$ 12,929	
FTA 5311(f) Capital (16/17)	164,683				\$ 164,683
Fixed Asset Sale					
Farebox	70,000			\$ 70,000	
Rural Transit Assist. Prog. - 1 scholarship per agency	1,500	1,500			
Total Revenues	\$ 1,266,538	\$ 312,500	\$ 2,941	\$ 475,104	\$ 475,993
			\$ 315,441	\$ 951,097	
EXPENSES					
Commissioner Per Diem Expenses	8,400	\$ 8,400			
Facility Lease & Overhead Agreement	17,160	\$ 17,160			
Fuel	35,000			\$ 35,000	
Insurance (Building & Liability)	20,000	\$ 10,000		\$ 10,000	
Legal Notices	1,000	\$ 500		\$ 500	
Marketing / Public Information	6,000			\$ 6,000	
Planning Support & Services	3,000	\$ 3,000			
Professional / Specialized	3,500			\$ 3,500	
Accounting / Auditor Services	17,500	\$ 10,000		\$ 7,500	
Payroll Services	7,000	\$ 7,000			
IT Service & Support (IT Monthly, Hosting, Domains)	12,810	\$ 12,810			
Legal Services	8,080	\$ 6,080		\$ 2,000	
Miscellaneous Services	550	\$ 550			
Purchased Transportation	220,000			\$ 220,000	
Supplies Consumed					
Office Supplies	7,000	\$ 1,000		\$ 6,000	
Vehicle & Shop Supplies	3,000			\$ 3,000	
Salaries / Labor	350,000	\$ 235,000		\$ 115,000	
Travel / Staff Training / Memberships	6,000	\$ 1,000		\$ 5,000	
Uniforms	500			\$ 500	
Utilities	22,000			\$ 22,000	
Vehicle Maintenance & Repair	39,104			\$ 39,104	
Depreciation Expense	128,934		\$ 2,941		\$ 125,993
CAPITAL & RESERVE SAVINGS PLAN					
Transit Vehicles	350,000				\$ 350,000
Land / Building					
Equipment					
Reserve Savings					
Total Expenses	\$ 1,266,538	\$ 312,500	\$ 2,941	\$ 475,104	\$ 475,993
			\$ 315,441	\$ 951,097	

Modoc County - OMB A-87 Cost Plan Summary
 County Administration - Overhead Billed

Funds held by the Modoc Co. Treasurer on MCTC/MTA's Behalf					
Fiscal Year	LTF - 255	STAF - 257	MCTC- 260	MCTC- % Change	MCTC - Notes
2015/2016	\$ 679	\$ 141	\$ 6,971	20%	Due
2014/2015	\$ 302	\$ 58	\$ 5,790	232%	
2013/2014	\$ 181	\$ 24	\$ (4,374)	-159%	
2012/2013			\$ 7,413	0%	
2011/2012			\$ 7,413	73%	
2010/2011			\$ 4,282	92%	Oct 2010 - Only Payroll Transactions
2009/2010			\$ 2,227		Apr 2010 - Only Expense Transactions

Fiscal Year	MTA - 650	% Change	Notes
2015/2016	\$ 1,243	33%	Due
2014/2015	\$ 933	146%	
2013/2014	\$ (2,041)	-170%	Jan 2014 - No Transactions
2012/2013	\$ 2,928	0%	
2011/2012	\$ 2,928	-41%	
2010/2011	\$ 4,949	52%	Aug 2010 - Only Payroll Transactions
2009/2010	\$ 3,266		Jun 2009 - Only Expense Transactions

Report to Modoc Transportation Agency Board Members	
Subject System Update, Communications and Calendar	Meeting Date June 7, 2016
Presented by MTA Staff	Agenda Item 6

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		
	2016	2015	Change	2016	2015	Change	2016	2015	Change
March	1,485	927	↑60.2%	14,306	11,067	↑29.3 %	\$6,717	\$5,309	↑26.5%
April	1,336	1,047	↑27.6%	13,214	11,823	↑11.8 %	\$8,462	\$7,077	↑19.6%
May		1,104	↑60.2%		11,499	↑29.3 %	\$	\$5,639	↑26.5%

2) Revenue Service Miles compared to Fuel Cost

Month	Miles			Fuel Cost			Fuel Cost per Mile		
	2016	2015	2014	2016	2015	2014	2016	2015	2014
March	14,306	11,067	9,166	\$2,803	\$2,897	\$3,605	. 19¢	. 26¢	.39 ¢
April	13,214	11,823	10,244	\$	\$3,231	\$4,061	. ¢	. 27¢	.39 ¢
May		11,499	9,757	\$	\$3,094	\$4,136	. ¢	.26 ¢	. 42¢

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	
	2016	2015	2016	2015	2016	2015
March	43	46	88	83	131	129
April	46	60	89	101	135	161
May		61		70		131

Subject System Update, Communications and Calendar - Continued	Meeting Date June 7, 2016
Presented by MTA Staff	Agenda Item 6- Continued

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

Month	Cedarville		Ft. Bidwell		Total Route Ridership	
	2016	2015	2016	2015	2016	2015
March	12	0	18	14	30	14
April	4	2	8	16	12	18
May		4		15		19

- b. CHP Terminal Inspection - Satisfactory**
- c. Sage Stage Special Events**
- d. Other Information**

Calendar – consider future dates and events of interest:

- 06/25/16 Surprise Valley Saturday Market – Free Sage Stage Rides – Cedarville and Ft. Bidwell
- 06/25/16 June Jamboree – Free Rides round trip every 45 minutes
- 07/04/16 MCTC and Sage Stage observed Holiday - 4th of July - Office closed; no bus service
- 08/02/16 MCTC and MTA regular meetings – Alturas City Council Chambers, 200 W. North St., Alturas
- 09/05/16 MCTC and Sage Stage observed Holiday - Labor Day - Office closed; no bus service

STATE OF CALIFORNIA
DEPARTMENT OF CALIFORNIA HIGHWAY PATROL
**SAFETY COMPLIANCE REPORT/
TERMINAL RECORD UPDATE**
CHP 343 (Rev 6-10) OPI 062

NEW TERMINAL INFORMATION <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	CA NUMBER 190655	FILE CODE NUMBER 283923	COUNTY CODE 25	BED NA
TERMINAL TYPE <input type="checkbox"/> Truck <input checked="" type="checkbox"/> Bus	CODE G	OTHER PROGRAM(S) B	LOCATION CODE 170	SUBAREA N37

TERMINAL NAME
MODOC TRANSPORTATION AGENCY

TELEPHONE NUMBER (W/ AREA CODE)
(530) 233-6410

TERMINAL STREET ADDRESS (NUMBER, STREET, CITY, ZIP CODE)
108 So. Main St. Alturas, CA. 96101

MAILING ADDRESS (NUMBER, STREET, CITY, STATE, ZIP CODE) (IF DIFFERENT FROM ABOVE)
Same

INSPECTION LOCATION (NUMBER, STREET, CITY OR COUNTY)
Same

LICENSE, FLEET AND TERMINAL INFORMATION

HM LIC. NO.	HWT. REG. NO.	IMS LIC. NO.	TRUCKS AND TYPES	TRAILERS AND TYPES	BUSES BY TYPE I- 2 II-	DRIVERS 5	BIT FLEET SIZE NA
EXP. DATE	EXP. DATE	EXP. DATE	REG. CT	HW VEH.	HW CONT.	PPB / CSAT <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

CONSOLIDATED TERMINALS
 Yes No

FILE CODE NUMBER OF CONSOLIDATED TERMINALS AND DIVISION LOCATIONS BY NUMBER (Use Remarks for Additional FCNS)

EMERGENCY CONTACTS (In Calling Order of Preference)

EMERGENCY CONTACT (NAME) Debbie Pederson	DAY TELEPHONE NO. (W/ AREA CODE) (530) 233-6410	NIGHT TELEPHONE NO. (W/ AREA CODE) (530) 640-5519
EMERGENCY CONTACT (NAME) Cindy Imbach	DAY TELEPHONE NO. (W/ AREA CODE) (530) 233-6410	NIGHT TELEPHONE NO. (W/ AREA CODE) (530) 640-1988

ESTIMATED CALIFORNIA MILEAGE FOR THIS TERMINAL LAST YEAR [2015]

A <input type="checkbox"/> UNDER 15,000	B <input checked="" type="checkbox"/> 15,001 - 50,000	C <input type="checkbox"/> 50,001 - 100,000	D <input type="checkbox"/> 100,001 - 500,000	E <input type="checkbox"/> 500,001 - 1,000,000	F <input type="checkbox"/> 1,000,001 - 2,000,000	G <input type="checkbox"/> 2,000,001 - 5,000,000	H <input type="checkbox"/> 5,000,001 - 10,000,000	I <input type="checkbox"/> MORE THAN 10,000,000
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OPERATING AUTHORITIES OR PERMITS

PUC <input type="checkbox"/> T	<input type="checkbox"/> TCP <input type="checkbox"/> PSC	MOTOR CARRIER OF PROPERTY PERMIT ACTIVE <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	IMS FITNESS EVALUATION <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
USDOT 862720	US DOT NUMBER	REASON FOR INSPECTION INSPECTION	

INSPECTION FINDINGS

REQUIREMENTS	VIOL.	MAINTENANCE PROGRAM	DRIVER RECORDS	REG. EQUIPMENT	HAZARDOUS MATERIALS	TERMINAL
MAINTENANCE PROGRAM		1 S 2 S 3 S 4 S	1 S 2 S 3 S 4 S	1 S 2 S 3 S 4 S	1 UR 2 3 4	1 S 2 S 3 S 4 S
DRIVER RECORDS		No. 2 Time	No. 5 Time	No. 2 Time	TIME	TOTAL TIME
DRIVER HOURS		HAZARDOUS MATERIALS <input checked="" type="checkbox"/> No H/M Transported	<input type="checkbox"/> No H/M violations noted	CONTAINERS/TANKS No. Time	VEHICLES PLACED OUT-OF-SERVICE Vehicles	Units

REMARKS
See attached report:

BIT <input type="checkbox"/> I <input type="checkbox"/> R	NON-BIT <input type="checkbox"/>	FEE DUE <input type="checkbox"/> Yes <input type="checkbox"/> No	CHP 345 <input type="checkbox"/>	CHP 100D COL. <input type="checkbox"/>	INSPECTION DATE(S) 4/19/2016	TIME IN	TIME OUT
INSPECTED BY (NAME(S)) K Russell				ID NUMBER(S) A8074	SUSPENSE DATE <input checked="" type="checkbox"/> Auto <input type="checkbox"/> None		

MOTOR CARRIER CERTIFICATION

I hereby certify that all violations described hereon and recorded on the attached pages (2 through 8), will be corrected in accordance with applicable provisions of the California Vehicle Code and the California Code of Regulations. I understand that I may request a review of an unsatisfactory rating by contacting the Motor Carrier Safety Unit Supervisor at 530-242-4357 within 5 calendar days of the rating.

CURRENT TERMINAL RATING SATISFACTORY	CARRIER REPRESENTATIVE'S SIGNATURE <i>Cindy Imbach</i>	DATE 4/19/2016
CARRIER REPRESENTATIVE'S PRINTED NAME Cindy Imbach	TITLE Transportation Director	DRIVER LICENSE NUMBER STATE NA NA

**SAFETY COMPLIANCE REPORT/
TERMINAL RECORD UPDATE**

CHP 343 (Rev 6-10) OPI 062

NEW TERMINAL INFORMATION <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		CA NUMBER 190655	FILE CODE NUMBER 283923	COUNTY CODE 25	BED NA
TERMINAL TYPE <input type="checkbox"/> Truck <input checked="" type="checkbox"/> Bus		CODE B	OTHER PROGRAM(S) G	LOCATION CODE 170	SUBAREA N37

TERMINAL NAME MODOC TRANSPORTATION AGENCY	TELEPHONE NUMBER (W/AREA CODE) (530) 233-6410
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108 So. Main St. Alturas, CA. 96101

MAILING ADDRESS (NUMBER, STREET, CITY, STATE, ZIP CODE) (IF DIFFERENT FROM ABOVE) Same	INSPECTION LOCATION (NUMBER, STREET, CITY OR COUNTY) Same
---	--

LICENSE, FLEET AND TERMINAL INFORMATION

HM LIC. NO.	HWT. REG. NO.	IMS LIC. NO.	TRUCKS AND TYPES	TRAILERS AND TYPES	BUSES BY TYPE I- 2 II- 1	DRIVERS 5	BIT FLEET SIZE NA
EXP. DATE	EXP. DATE	EXP. DATE	REG. CT	HW VEH.	HW CONT.	PPB / CSAT <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
CONSOLIDATED TERMINALS <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		FILE CODE NUMBER OF CONSOLIDATED TERMINALS AND DIVISION LOCATIONS BY NUMBER (Use Remarks for Additional FCNS)					

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OPERATING AUTHORITIES OR PERMITS

PUC <input type="checkbox"/> T	<input type="checkbox"/> TCP <input type="checkbox"/> PSC	MOTOR CARRIER OF PROPERTY PERMIT ACTIVE <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	IMS FITNESS EVALUATION <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
USDOT US DOT NUMBER 862720	<input type="checkbox"/> MC <input type="checkbox"/> MX	<input type="checkbox"/> MC <input type="checkbox"/> MX	REASON FOR INSPECTION INSPECTION

INSPECTION FINDINGS						INSPECTION RATINGS: S = Satisfactory U = Unsatisfactory C = Conditional UR = Unrated N/A = Not Applicable					
REQUIREMENTS	VIOL.	MAINTENANCE PROGRAM		DRIVER RECORDS		REG. EQUIPMENT		HAZARDOUS MATERIALS		TERMINAL	
MAINTENANCE PROGRAM		1 S 2 S 3 S 4 S	1 S 2 S 3 S 4 S	1 S 2 S 3 S 4 S	1 S 2 S 3 S 4 S	1 UR 2 3 4	1 S 2 S 3 S 4 S				
DRIVER RECORDS		No. 2 Time	No. 5 Time	No. 2 Time		TIME				TOTAL TIME	
DRIVER HOURS		HAZARDOUS MATERIALS <input checked="" type="checkbox"/> No H/M Transported <input type="checkbox"/> No H/M violations noted		CONTAINERS/TANKS No. Time		VEHICLES PLACED OUT-OF-SERVICE Vehicles Units					

BRAKES

LAMPS & SIGNALS

CONNECTING DEVICES

STEERING & SUSPENSION

TIRES & WHEELS

EQUIPMENT REQUIREMENTS

CONTAINERS & TANKS

HAZARDOUS MATERIALS

REMARKS

See attached report:

BIT <input type="checkbox"/> I <input type="checkbox"/> R	NON - BIT <input type="checkbox"/>	FEES DUE <input type="checkbox"/> Yes <input type="checkbox"/> No	CHP 345 <input type="checkbox"/>	CHP 1000 COL. <input type="checkbox"/>	INSPECTION DATE(S) 4/19/2016	TIME IN	TIME OUT
INSPECTED BY (NAME(S)) K Russell				ID NUMBER(S) A8074	SUSPENSE DATE <input checked="" type="checkbox"/> Auto <input type="checkbox"/> None		

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CARRIER REPRESENTATIVE'S PRINTED NAME Cindy Imbach	TITLE Transportation Director	DRIVER LICENSE NUMBER STATE NA NA