



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

Kathie Rhoads
Director
County Supervisor III

Danny Parker
Director
City at Large Citizen

Bobby Ray
Director
City Councilman

Jim Wills
Director
County at Large Citizen

Elizabeth Cavasso
Alternate
County Supervisor IV

Cheryl Nelson
Alternate
City Councilman

Staff

Debbie Pedersen
Executive Director

Niki Witherspoon
Chief Fiscal Officer

Cindy Imbach
Sr. Transportation Planner

AGENDA

REGULAR MEETING

AUGUST 1, 2017

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

Following the MCTC meeting at or about 1:30 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 06/07/17 MTA Regular Meeting
 - b. Financial Transactions 05/01/17 through 06/30/17
 - c. YTD expenditures through 06/30/17
5. **Regular Business** **Information/Action**
 - a. Consider approval of Amended Resolution 16-01 16/17 Final Budget
 - b. Update re: FY 16/17 Fiscal Audits schedule
6. **System Update, Communications, and Calendar** **Information**
 - a. Staff updates
 - b. Other Information - Special Events –
 - Sports Expo/Children’s Fair (June 17-18)
 - June Jamboree (June 24)
 - Last Frontier Health District Health Fair-August 9, 2017
7. **Adjourn until next regular MTA meeting**, scheduled for October 3, 2017, (Tuesday), in the Alturas City Council Chambers, 200 W. North Street, Alturas, CA, at about 2:00 p.m., following the MCTC meeting.

Report to Modoc Transportation Agency Board Members

| | |
|----------------------------------|---------------------------------------|
| Subject Consent Agenda | Meeting Date August 1, 2017 |
| Presented by MTA Staff | Agenda Item 4 |

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

a. Approve **minutes from 06/07/17 MTA** Regular meeting.

b. **Financial Transactions – 05/01/17 through 6/30/17.**

Summary of incidental expenditures

| Vendor | Transaction | Amount | Explanation |
|--------------------|-------------|------------|-------------------------------------|
| Perry's Automotive | 2266 | \$1,067.05 | T19 – Reductant Heater & Schedule A |
| Perry's Automotive | 2290 | \$1,090.86 | T17 – Schedule C Service |

c. **Year to Date revenue and expenditure (through 6/30/17) report.**



MODOC TRANSPORTATION AGENCY

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

MINUTES
Regular Meeting
June 07, 2017

Board Members Present

John Dederick, Chairman
Bobby Ray
Kathie Rhoads
Danny Parker

Mayor, City of Alturas
Councilmember, City of Alturas
Board of Supervisors District III, County of Modoc
City At-Large Member

Board Members Absent

David Allan, Vice Chair
Jim Wills
Elizabeth Cavasso (Alternate)
Cheryl Nelson (Alternate)

Board of Supervisors District I, County of Modoc
County At-Large Member
Board of Supervisors District IV, County of Modoc
Councilmember, City of Alturas

Staff Present

Debbie Pedersen
Niki Witherspoon
Cindy Imbach
Tiffany Gwinn

Executive Director
Chief Fiscal Officer
Senior Transportation Planner
Executive Assistant Secretary

Public Present

Aaron Casas

Caltrans District 2, Regional Planning Liaison

1. **Call to Order** – Chairman Dederick called the meeting to order at 2:35 p.m. in the Alturas City Hall Council Chambers, 200 W. North Street.
2. **Public Forum** –There were no public comments.
3. **Confirm Agenda** –Motion by Board Member Ray to confirm agenda, seconded by Board Member Parker. All ayes; motion carried.
4. **Consent Agenda**
 - a. Approve minutes from 04/11/17 MTA Regular Meeting
 - b. Financial Transactions 03/01/17 through 04/30/17
 - c. YTD expenditures through 04/30/17

Motion by Board Member Parker to approve consent agenda items a-c above, seconded by Board Member Rhoads. All ayes; motion carried.

5. Regular Business

- a. Consider approval of Resolution 17-01 FY 17/18 Budget. Chief Fiscal Officer (CFO) Niki Witherspoon referred to attachment “A”, explaining that Modoc Transportation Agency (MTA) is responsible for adopting an annual budget each fiscal year (FY) that identifies anticipated revenues and expenditures. CFO Witherspoon stated that there are three columns as follows: column with items in red is the Actual 16/17 budget (forecast to year end), the next column represents data from the 17/18 Capital Plan, and the third column is the 17/18 proposed Budget. It is anticipated that the State Transit Assistance Fund (STAF) will increase over the estimated FY 17/18 amount. We will conduct a midyear review and adjust as needed. The Federal Transit Administration (FTA) 5311(f) grant was reduced by 25% as requested by Caltrans. Staff recommends approval of the FY 17/18 budget as presented.

Motion by Board Member Ray to adopt Resolution 17-01 FY 17/18 Budget; seconded by Board Member Parker. All ayes, motion carried.

- b. Consider approval of the Fixed Assets and disposition thereof – CFO Witherspoon referred to the Fixed Asset Inventory sheet reporting that the items highlighted in orange are purchases and sales, and explained that assets in shaded grey areas, and showing cost under \$5,000, will be removed per our new financial policies and procedures. Those currently displaying a value will be held until they have fully depreciated, and then they will be removed from the list. Assets will be depreciated this year as presented. Witherspoon then referred to the Asset / Office Equipment to Non Profit or Other Government Agency Authorization form and explained that this will help make the agency we donate to accountable, create a receipt and give a fair market value of the asset. Staff recommends approval and disposition of the fixed assets as presented.

Motion by Board Member Rhoads to approve the Fixed Assets Inventory and disposition thereof; seconded by Board Member Parker. All ayes, motion carried.

- c. Report re: 2017 California Highway Patrol CHP Terminal Inspection – Senior Transportation Planner Cindy Imbach reported that Modoc Transportation Agency (MTA) has a California Terminal inspection annually. This year the inspection was performed on two different dates as one of the vehicles was being serviced and was not available. The dates of the inspections were April 27th and May 14th. MTA has abandoned the USDOT/Motor Carrier numbers as it is a requirement of the contract between MTA and MV Transportation (MVT) that MVT provides carrier numbers for Sage Stage services. Director Pedersen explained that this year the Motor Carrier Safety Unit switched to an electronic database. It was determined that MTA’s CA numbers were not valid. MVT has carried Sage Stage on the insurance as required by the contract and provided the numbers. Imbach stated that from now on the annual Terminal inspection will be under MV Transportation/Sage Stage, and MV’s USDOT and CA numbers are displayed on our buses and vans.
- d. Report re: Short Range Transaction Development Plan update – Senior Transportation Planner Imbach referred to the schedule of recommended actions summary sheet, and explained that items in green are completed actions. Imbach reported that MTA is phasing out the voucher program, with the exception of two agencies that utilize us for courier services. Imbach stated MTA has received approval to proceed with acquiring a replacement vehicle and we will be working on the purchase order.

6. System Update, Communications, and Calendar

- a. Staff updates – Executive Director Pedersen reported that an email was received from Caltrans two weeks ago regarding a letter that was dated January 17th from Caltrans to MTA. The letter regards an required Federal Transit Administration (FTA) onsite drug and alcohol review that is scheduled August 23. Director Pedersen explained that when a random drug test is pulled for an employee by MVT, MTA staff completes the paperwork and schedules the test locally. In addition, MTA staff sees the drivers every day and we need to be able to have someone to provide the function of reasonable suspicion in the event a driver displayed symptoms of being impaired. Since MTA/MCTC staff has not been trained in Reasonable Suspicion and has a role in the MV employee testing we are required to be trained. Training was provided by MV Transportation 6/6/17 locally and attended by Cindy Imbach, Niki Witherspoon, Debbie Pedersen, and Jacque Dockery. They were certified upon completion of the six hour training course in Reasonable Suspicion. Pedersen stated the instructor was very good, and the training went well, but her complaint is MTA should have received the letter from Caltrans in January when intended. Our local compliance testing facility, AP TECH, will be able to provide the mock sample collection August 23rd and MTA will be required to pay \$300.00 for the service.

Senior Transportation Planner Cindy Imbach presented an overview on the following charts.

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 |
| Mar | 1,026 | 1,485 | ↓30.9% | 12,672 | 14,306 | ↓11.4% | \$5,446 | \$6,717 | ↓18.9% |
| Apr | 894 | 1,336 | ↓33.1% | 10,845 | 13,214 | ↓17.9% | \$4,625 | \$8,462 | ↓45.3% |
| May | 1,000 | 1,508 | ↓33.7% | 12,209 | 13,234 | ↓7.7% | \$4,975 | \$7,197 | ↓30.9% |

2. Revenue Service Miles compared to Fuel Costs.

| Month | Miles | | | Fuel Cost | | | Fuel Cost per Mile | | |
|-------|--------|--------|--------|-----------|---------|---------|--------------------|------|------|
| | 2016 | 2015 | 2014 | 2016 | 2015 | 2014 | 2016 | 2015 | 2014 |
| Mar | 12,672 | 14,306 | 11,067 | \$2,695 | \$2,803 | \$2,897 | .21¢ | .19¢ | .26¢ |
| Apr | 10,845 | 13,214 | 11,823 | \$2,296 | \$2,565 | \$3,231 | .21¢ | .19¢ | .27¢ |
| May | 12,209 | 13,234 | 11,499 | \$2,557 | \$2,639 | \$3,094 | .20¢ | .19¢ | .26¢ |

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, and Fridays.

| Month | Modoc O/D | | Lassen O/D | | Total Ridership | |
|-------|-----------|------|------------|------|-----------------|------|
| | 2016 | 2015 | 2016 | 2015 | 2016 | 2015 |
| Mar | 59 | 43 | 64 | 88 | 123 | 131 |
| Apr | 64 | 46 | 37 | 89 | 101 | 135 |
| May | 54 | 63 | 55 | 97 | 109 | 160 |

- b. Other Information – Executive Director Pedersen reported on the following special events that Sage Stage will participate in providing free rides to help promote Sage Stage on how easy it is to ride the buses, the cleanliness of the buses, and friendly safe drivers.

- Sage Stage had a bus at the Rhonda Haslip memorial that took place on May 11th so the participants could look inside the bus, and ask questions about Sage Stage.
- Sage Stage will be providing free rides to and from the Sportsman’s Outdoor Expo/Children’s Faire on Saturday 06/17/17 from 10:00 a.m. – 2:00 p.m. in the City of Alturas.
- Sage Stage will provide free rides to the June Jamboree throughout the day on Saturday 06/24/17 coordinating with train ride times. Last year Sage Stage did not have very many riders; this will be the last year for Sage Stage rides if there isn’t enough ridership.
- Sage Stage is planning to coordinate with the Last Frontier Health District Health Fair that is scheduled August 9, 2017. Sage Stage will provide free rides for our local services that day.

Calendar – consider future dates and events of interest:

- 06/06/17 MCTC and MTA regular meetings - City Council Chambers, 200 North St., Alturas
- 07/04/17 MCTC and Sage Stage observed Holiday - 4th of July - Office Closed; no bus service
- 08/01/17 MCTC and MTA Annual Luncheon 12:00; 108 S Main St. – Sage Stage Conference Room, Alturas, CA
- 08/01/17 MCTC and MTA Meetings – 1:00 p.m. 108 S Main St. - Sage Stage Conference Room, Alturas, CA
- 09/04/17 MCTC and Sage Stage observed Holiday - Labor Day - Office Closed; no bus service

7. **Adjournment** – Motion to adjourn by Board Member Rhoads at 2:50 p.m.; seconded by Board Member Parker. All ayes, motion carried. The next regular meeting will be August 1st, 2017 in the Sage Stage Conference Room, 108 S. Main St., Alturas, CA at about 1:30 p.m., following the MCTC meeting.

Submitted by,

Modoc Transportation Agency
Transactions by Account
As of June 30, 2017

| Date | Num | Name | Amount | Balance |
|------------|-------|-----------------------------------|-----------|-----------|
| 05/10/2017 | | LTF Allocation | 15,400.00 | 94,117.28 |
| 05/10/2017 | 2284 | Completely Custom Inc. | -260.88 | 93,856.40 |
| 05/10/2017 | | MCTC (Refund overpayment - Audit) | 1,580.40 | 95,436.80 |
| 05/11/2017 | | Farebox | 331.60 | 95,768.40 |
| 05/11/2017 | | Farebox | 28.00 | 95,796.40 |
| 05/11/2017 | | Farebox | 27.00 | 95,823.40 |
| 05/12/2017 | | Farebox | 43.00 | 95,866.40 |
| 05/12/2017 | | Farebox | 27.00 | 95,893.40 |
| 05/15/2017 | | Farebox | 254.00 | 96,147.40 |
| 05/15/2017 | 2292 | Pacific Power | -417.50 | 95,729.90 |
| 05/15/2017 | 2293 | Verizon Wireless | -141.98 | 95,587.92 |
| 05/16/2017 | | Farebox | 224.50 | 95,812.42 |
| 05/16/2017 | | Farebox | 32.00 | 95,844.42 |
| 05/16/2017 | 2285 | Office Depot | -674.30 | 95,170.12 |
| 05/16/2017 | 2286 | Renne Sloan Holtzman Sakai | -141.00 | 95,029.12 |
| 05/16/2017 | | Farebox | 27.00 | 95,056.12 |
| 05/17/2017 | | Farebox | 38.00 | 95,094.12 |
| 05/17/2017 | | Farebox | 32.00 | 95,126.12 |
| 05/17/2017 | 2287 | Teams By Design, Inc | -100.23 | 95,025.89 |
| 05/17/2017 | | Farebox | 24.00 | 95,049.89 |
| 05/17/2017 | 51717 | Four Seasons Supply | -21.44 | 95,028.45 |
| 05/17/2017 | | Farebox | 32.00 | 95,060.45 |
| 05/17/2017 | | Farebox | 32.00 | 95,092.45 |
| 05/18/2017 | | Farebox | 200.00 | 95,292.45 |
| 05/18/2017 | | Farebox | 33.00 | 95,325.45 |
| 05/18/2017 | | Farebox | 24.00 | 95,349.45 |
| 05/22/2017 | 2288 | Computer Haven | -950.00 | 94,399.45 |
| 05/22/2017 | | Farebox | 16.00 | 94,415.45 |
| 05/22/2017 | | Farebox | 354.00 | 94,769.45 |
| 05/22/2017 | | Farebox | 22.00 | 94,791.45 |
| 05/22/2017 | 2289 | Perry's Automotive | -429.13 | 94,362.32 |
| 05/22/2017 | 2290 | Perry's Automotive | -1,090.86 | 93,271.46 |
| 05/22/2017 | | Farebox | 27.00 | 93,298.46 |
| 05/23/2017 | | Farebox | 338.50 | 93,636.96 |
| 05/23/2017 | 52317 | Modoc Medical Center | -76.00 | 93,560.96 |
| 05/23/2017 | | Farebox | 64.00 | 93,624.96 |
| 05/24/2017 | | Farebox | 44.00 | 93,668.96 |
| 05/24/2017 | | Farebox | 22.00 | 93,690.96 |
| 05/24/2017 | 52417 | Amazon | -73.41 | 93,617.55 |
| 05/25/2017 | | Farebox | 269.30 | 93,886.85 |
| 05/25/2017 | | Farebox | 27.00 | 93,913.85 |
| 05/25/2017 | | Farebox | 32.00 | 93,945.85 |
| 05/26/2017 | | Farebox | 46.00 | 93,991.85 |

Modoc Transportation Agency
Transactions by Account
As of June 30, 2017

| Date | Num | Name | Amount | Balance |
|------------|-------|-----------------------------------|------------|------------|
| 05/30/2017 | | Farebox | 263.00 | 94,254.85 |
| 05/30/2017 | | Farebox | 77.00 | 94,331.85 |
| 05/30/2017 | | Farebox | 52.00 | 94,383.85 |
| 05/31/2017 | 2248 | Pepsi-Cola Bottling Company | -39.99 | 94,343.86 |
| 05/31/2017 | 2272 | Frontier Communications | -63.57 | 94,280.29 |
| 05/31/2017 | 50417 | Landis Produce and Flowers | -72.00 | 94,208.29 |
| 05/31/2017 | | Farebox | 16.01 | 94,224.30 |
| 05/31/2017 | 2294 | City Of Alturas | -165.02 | 94,059.28 |
| 05/31/2017 | | Farebox | 32.00 | 94,091.28 |
| 05/31/2017 | 2295 | Waste Management | -56.79 | 94,034.49 |
| 05/31/2017 | 2296 | Modoc County Record | -239.63 | 93,794.86 |
| 06/01/2017 | | Farebox | 217.00 | 94,011.86 |
| 06/01/2017 | | Farebox | 26.00 | 94,037.86 |
| 06/01/2017 | | LTF Allocation | 20,500.00 | 114,537.86 |
| 06/01/2017 | | Farebox | 21.00 | 114,558.86 |
| 06/01/2017 | | Farebox | 32.00 | 114,590.86 |
| 06/01/2017 | | Farebox | 40.00 | 114,630.86 |
| 06/01/2017 | | Farebox | 33.00 | 114,663.86 |
| 06/02/2017 | | Farebox | 65.00 | 114,728.86 |
| 06/02/2017 | | Farebox | 33.00 | 114,761.86 |
| 06/02/2017 | | Farebox | 22.00 | 114,783.86 |
| 06/05/2017 | | Farebox | 337.55 | 115,121.41 |
| 06/05/2017 | | AP Tech | 300.00 | 115,421.41 |
| 06/05/2017 | 2297 | EDI Media | -150.00 | 115,271.41 |
| 06/05/2017 | 2298 | Larranaga Trucking & Construction | -190.49 | 115,080.92 |
| 06/05/2017 | 2299 | Modoc County Record | -40.50 | 115,040.42 |
| 06/05/2017 | 2300 | Tnet Broadband Internet, LLC | -48.00 | 114,992.42 |
| 06/05/2017 | 60117 | TCE Communications | -56.15 | 114,936.27 |
| 06/05/2017 | | Farebox | 46.00 | 114,982.27 |
| 06/05/2017 | | Farebox | 55.00 | 115,037.27 |
| 06/05/2017 | | Farebox | 22.00 | 115,059.27 |
| 06/05/2017 | 60517 | Basys Processing, Inc. | -61.97 | 114,997.30 |
| 06/06/2017 | | Farebox | 373.00 | 115,370.30 |
| 06/06/2017 | 2301 | Frontier Communications | -64.82 | 115,305.48 |
| 06/06/2017 | 2302 | MV Transportation | -15,499.40 | 99,806.08 |
| 06/06/2017 | 2303 | Pepsi-Cola Bottling Company | -39.99 | 99,766.09 |
| 06/06/2017 | 2304 | Frontier Communications | -64.82 | 99,701.27 |
| 06/06/2017 | 2305 | Frontier Communications | -64.82 | 99,636.45 |
| 06/07/2017 | | Farebox | 126.65 | 99,763.10 |
| 06/07/2017 | | Farebox | 32.00 | 99,795.10 |
| 06/07/2017 | | Farebox | 24.00 | 99,819.10 |
| 06/07/2017 | | Farebox | 32.00 | 99,851.10 |
| 06/08/2017 | | Farebox | 84.50 | 99,935.60 |

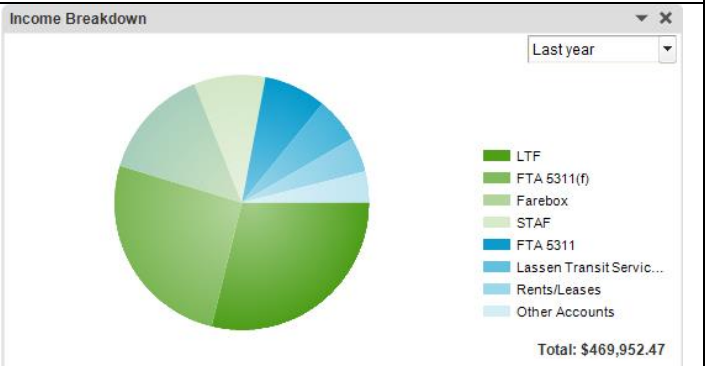
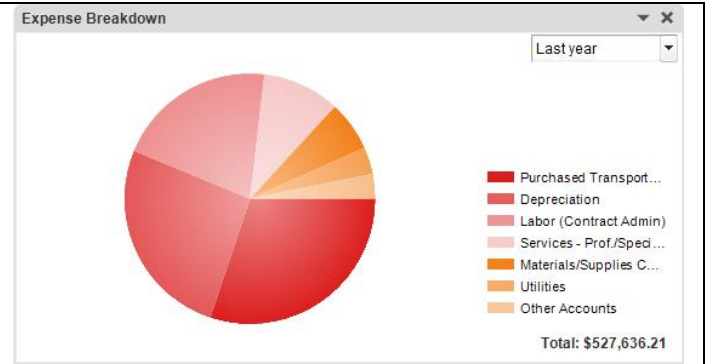
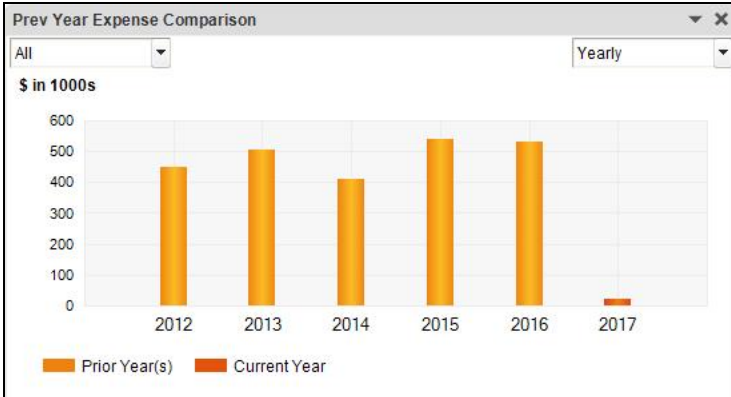
Modoc Transportation Agency
Transactions by Account
As of June 30, 2017

| Date | Num | Name | Amount | Balance |
|------------|-------|------------------------|-----------|------------|
| 06/08/2017 | 2306 | Debbie Pedersen | -23.57 | 99,912.03 |
| 06/09/2017 | | Farebox | 82.50 | 99,994.53 |
| 06/09/2017 | | Farebox | 50.00 | 100,044.53 |
| 06/12/2017 | | Farebox | 483.60 | 100,528.13 |
| 06/12/2017 | 61217 | Four Corner's Market | -67.01 | 100,461.12 |
| 06/12/2017 | 2307 | Ed Staub & Sons | -2,579.51 | 97,881.61 |
| 06/12/2017 | 2308 | Perry's Automotive | -529.13 | 97,352.48 |
| 06/12/2017 | 2309 | Teams By Design, Inc | -250.74 | 97,101.74 |
| 06/12/2017 | 2310 | Ray Morgan Company | -112.11 | 96,989.63 |
| 06/13/2017 | | Farebox | 114.00 | 97,103.63 |
| 06/13/2017 | | Farebox | 431.50 | 97,535.13 |
| 06/14/2017 | | Farebox | 200.00 | 97,735.13 |
| 06/14/2017 | | Farebox | 91.00 | 97,826.13 |
| 06/14/2017 | 2311 | Perry's Automotive | -653.65 | 97,172.48 |
| 06/15/2017 | | Farebox | 350.00 | 97,522.48 |
| 06/15/2017 | | Farebox | 32.00 | 97,554.48 |
| 06/15/2017 | | STAF Allocation | 9,055.00 | 106,609.48 |
| 06/15/2017 | | Farebox | 22.00 | 106,631.48 |
| 06/15/2017 | | Farebox | 22.00 | 106,653.48 |
| 06/16/2017 | | Farebox | 300.00 | 106,953.48 |
| 06/16/2017 | | Farebox | 138.37 | 107,091.85 |
| 06/19/2017 | | Farebox | 366.17 | 107,458.02 |
| 06/19/2017 | | Farebox | 2.00 | 107,460.02 |
| 06/19/2017 | | Farebox | 32.00 | 107,492.02 |
| 06/19/2017 | | Farebox | 28.00 | 107,520.02 |
| 06/20/2017 | | Farebox | 354.00 | 107,874.02 |
| 06/20/2017 | | Farebox | 21.00 | 107,895.02 |
| 06/21/2017 | | Farebox | 44.25 | 107,939.27 |
| 06/21/2017 | 2312 | Computer Haven | -950.00 | 106,989.27 |
| 06/21/2017 | | Farebox | 16.50 | 107,005.77 |
| 06/21/2017 | | Farebox | 32.00 | 107,037.77 |
| 06/21/2017 | | Farebox | 24.00 | 107,061.77 |
| 06/21/2017 | | Farebox | 22.00 | 107,083.77 |
| 06/21/2017 | | Farebox | 28.00 | 107,111.77 |
| 06/22/2017 | | Farebox | 312.00 | 107,423.77 |
| 06/22/2017 | | Farebox | 13.50 | 107,437.27 |
| 06/23/2017 | | Farebox | 44.00 | 107,481.27 |
| 06/23/2017 | | Farebox | 92.00 | 107,573.27 |
| 06/23/2017 | | Farebox | 33.00 | 107,606.27 |
| 06/23/2017 | | Farebox | 64.00 | 107,670.27 |
| 06/23/2017 | | Farebox | 64.00 | 107,734.27 |
| 06/26/2017 | | Farebox | 302.00 | 108,036.27 |
| 06/26/2017 | 2314 | Completely Custom Inc. | -70.00 | 107,966.27 |

Modoc Transportation Agency
Transactions by Account
 As of June 30, 2017

| Date | Num | Name | Amount | Balance |
|------------------------------------|------------|--|---------------|-------------------|
| 06/26/2017 | 2315 | Pacific Power | -440.36 | 107,525.91 |
| 06/26/2017 | 2316 | Verizon Wireless | -163.90 | 107,362.01 |
| 06/26/2017 | | Farebox | 28.00 | 107,390.01 |
| 06/26/2017 | | Farebox | 44.00 | 107,434.01 |
| 06/26/2017 | 62617 | Amazon | -106.18 | 107,327.83 |
| 06/26/2017 | 2336 | Perry's Automotive | -429.13 | 106,898.70 |
| 06/27/2017 | | Farebox | 300.00 | 107,198.70 |
| 06/27/2017 | | Farebox | 275.25 | 107,473.95 |
| 06/27/2017 | | MCTC (Q4 Rent/Overhead) | 4,282.35 | 111,756.30 |
| 06/27/2017 | | Farebox | 32.00 | 111,788.30 |
| 06/27/2017 | | Farebox | 18.00 | 111,806.30 |
| 06/27/2017 | | Farebox | 13.50 | 111,819.80 |
| 06/28/2017 | | Farebox | 114.00 | 111,933.80 |
| 06/28/2017 | 2317 | Modoc County Transportation Commission | -29,706.25 | 82,227.55 |
| 06/28/2017 | | Farebox | 64.00 | 82,291.55 |
| 06/29/2017 | | Farebox | 231.45 | 82,523.00 |
| 06/29/2017 | | Farebox | 28.00 | 82,551.00 |
| 06/30/2017 | | Farebox | 147.00 | 82,698.00 |
| Total Plumas Operating MTA-0477 | | | 486.20 | 82,698.00 |
| Treasurer Operating MTA-650 | | | | 0.00 |
| Total Treasurer Operating MTA-650 | | | | 0.00 |
| TOTAL | | | 486.20 | 833,981.79 |

Modoc Transportation Agency Company Snapshots (As of 06-30-17)



| Report to Modoc Transportation Agency Board Members | |
|--|---------------------------------------|
| Subject Regular Business | Meeting Date August 1, 2017 |
| Presented by MTA Staff | Agenda Item 5 |

Items with attachments, shown in bold:

- a. Consider approval of **amended Resolution 16-01 - FY 16/17 Final Budget**
- b. Update/information on the FY 16/17 audit schedule

MODOC TRANSPORTATION AGENCY
Revised RESOLUTION No. 16-01b
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 16-03 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, Regional Surface Transportation Program, Lassen County Transportation Commission, other rents, fare revenue, and grant sources identified in Resolution 15-05; and

WHEREAS, the MTA revised 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 revised FY 2016/17 Budget (\$615,758)

PASSED AND ADOPTED this 1st day of August, 2017 by the following vote:

AYES: Board Members:

NOES: None

ABSENT: Board Members:

ATTEST:

John Dederick, Chairperson

Debbie Pedersen, Executive Director
Modoc Transportation Agency

**Modoc Transportation Agency
FY 2016/17 Budget
16-01b - Attachment A**

| Adopted 08/01/17 (Replaces 16-01 adopted 12/6/17) | | | |
|--|-------------------|-------------------|----------------|
| <u>REVENUES</u> | Operating | Capital Expense | |
| Facility Sub-Lease - AP Tech Drug & Alcohol Local Transportation Fund (LTF) | \$ 20,760 | | |
| Estimate - Sales Tax Revenues (FY 16/17) State Transit Assistance Fund (STAF) | \$ 56,342 | \$ 79,158 | \$ 135,500 |
| STAF (FY 16/17 Estimate - Q3 & Q4 FY 15/16) MTA | \$ 59,800 | | |
| Regional Surface Transportation Program (FY 15/16) | | \$ 42,956 | |
| Regional Surface Transportation Program (FY 14/15) | | \$ 52,329 | |
| Local Gov Collaborative - LTSA Reno Route Agreement | \$ 30,000 | | |
| FTA 5311 Operating Assistance (15/16) | \$ 37,170 | | |
| FTA 5311(f) Intercity Routes (RNO, RDG, KF, CDV/FB) | \$ 165,743 | | |
| Farebox | \$ 70,000 | | |
| Rural Transit Assist. Prog. - 1 scholarship per agency | 1,500 | | |
| Total Revenues | \$ 441,315 | \$ 174,443 | |
| | \$ | \$ | 615,758 |
| <u>EXPENSES</u> | | | |
| Fuel | \$ 31,000 | | |
| Insurance (Building & Liability) | \$ 10,000 | | |
| Legal Notices | \$ 700 | | |
| Marketing / Public Information | \$ 9,000 | | |
| Professional / Specialized | | | |
| Accounting / Auditor Services | \$ 6,000 | | |
| IT Service & Support (IT Monthly, Hosting, Domains) | \$ 8,000 | | |
| Legal Services | \$ 2,500 | | |
| Miscellaneous Services | \$ 4,000 | | |
| Purchased Transportation | \$ 177,690 | | |
| Supplies Consumed | | | |
| Office Supplies | \$ 5,000 | | |
| Vehicle & Shop Supplies | \$ 2,000 | | |
| Salaries / Labor | \$ 110,000 | | |
| Travel / Staff Training / Memberships | \$ 4,300 | | |
| Uniforms | \$ 1,000 | | |
| Utilities | \$ 18,500 | | |
| Vehicle Maintenance & Repair | \$ 45,000 | | |
| <u>CAPITAL & RESERVE</u> | | | |
| Transit Vehicles | | \$ 174,443 | |
| Building Improvements - Reserve | \$ 6,625 | | |
| Operating - Reserve | \$ | | |
| Total Expenses | \$ 441,315 | \$ 174,443 | |
| | \$ | \$ | 615,758 |

**Modoc Transportation Agency
FY 2016/17 Budget
16-01a - Attachment A**

| Adopted 12/6/16 (Replaces 16-01 adopted 6/7/16) | | | |
|--|-------------------|-------------------|------------|
| REVENUES | Operating | Capital Expense | |
| Facility Sub-Lease - AP Tech Drug & Alcohol | \$ 20,760 | | |
| Local Transportation Fund (LTF) | | | |
| Estimate - Sales Tax Revenues (FY 16/17) | \$ 56,342 | \$ 79,158 | \$ 135,500 |
| State Transit Assistance Fund (STAF) | | | |
| STAF (FY 16/17 Estimate - Q3 & Q4 FY 15/16) | \$ 59,800 | | |
| MTA | | | |
| Regional Surface Transportation Program (FY 15/16) | | \$ 42,956 | |
| Regional Surface Transportation Program (FY 14/15) | | \$ 52,329 | |
| Local Gov Collaborative - LTSA Reno Route Agreement | \$ 30,000 | | |
| FTA 5311 Operating Assistance (15/16) | \$ 37,170 | | |
| FTA 5311(f) Intercity Routes (RNO, RDG, KF, CDV/FB) | \$ 165,743 | | |
| Farebox | \$ 70,000 | | |
| Rural Transit Assist. Prog. - 1 scholarship per agency | 1,500 | | |
| Total Revenues | \$ 441,315 | \$ 174,443 | |
| | \$ | 615,758 | |
| EXPENSES | | | |
| Fuel | \$ 41,000 | | |
| Insurance (Building & Liability) | \$ 10,000 | | |
| Legal Notices | \$ 500 | | |
| Marketing / Public Information | \$ 9,000 | | |
| Professional / Specialized | | | |
| Accounting / Auditor Services | \$ 6,000 | | |
| IT Service & Support (<i>IT Monthly, Hosting, Domains</i>) | \$ 6,000 | | |
| Legal Services | \$ 1,500 | | |
| Miscellaneous Services | \$ 4,000 | | |
| Purchased Transportation | \$ 180,000 | | |
| Supplies Consumed | | | |
| Office Supplies | \$ 4,700 | | |
| Vehicle & Shop Supplies | \$ 1,990 | | |
| Salaries / Labor | \$ 102,000 | | |
| Travel / Staff Training / Memberships | \$ 3,500 | | |
| Uniforms | \$ 1,000 | | |
| Utilities | \$ 18,500 | | |
| Vehicle Maintenance & Repair | \$ 45,000 | | |
| CAPITAL & RESERVE | | | |
| Transit Vehicles | | \$ 174,443 | |
| Building Improvements - Reserve | \$ 6,625 | | |
| Operating - Reserve | \$ - | | |
| Total Expenses | \$ 441,315 | \$ 174,443 | |
| | \$ | 615,758 | |