



MODOC TRANSPORTATION AGENCY

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

MINUTES
Regular Meeting
October 1, 2019

Board Members Present

Kathie Rhoads, Vice Chair
Elizabeth Cavasso
Bobby Ray
Jim Wills
Danny Parker

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

Board Members Absent

John Dederick, Chair
Ned Coe (Alternate)
Cheryl Nelson (Alternate)

Representative, City of Alturas
Board of Supervisors, District 1, Modoc County
Councilmember, City of Alturas

Staff Present

Debbie Pedersen
Cindy Imbach
Michelle Cox

Executive Director
Senior Transportation Planner
Assistant Secretary 2

Public Present

Annamarie Jones

Citizen

1. **Call to Order** – Vice Chair Rhoads called the meeting to order at 2:11p.m. in the Alturas City Hall Chambers, 200 W. North Street, Alturas, CA.
2. **Public Forum** –Annamarie Jones questioned the location of the MTA meeting and questioned whether she was on the agenda. She was assured that she was on the agenda.
3. **Confirm Agenda** –Motion by Board Member Parker to confirm agenda, seconded by Board Member Ray. All Ayes; motion carried.
4. **Consent Agenda**
 - a. Approve minutes from 06/04/19 MTA Regular Meeting.
 - b. Financial Transactions 05/01/19 through 08/31/19.
 - c. Year-To-Date revenue and expenditure report through 08/31/19

Summary of incidental expenditures

Vendor	Transaction	Amount	Explanation
Perry's	2855	848.73	T17 Sch A / Brake & Bike Rack Inspect
Skyline Printing	2869	840.00	Updated Printed Schedules
Sloan Sakai Yeung	2883	802.00	Review Third Party Contract
Perry's	2888	957.19	T14 Repair Fuses / T20 Schedule A
Golden State Risk Mgmt.	2886	2,000.00	Property & Liability Ins.
Perry's	2908	1,419.60	T17 Sch A / Engine Light / Headlights
Perry's	2935	808.90	T20 Front Alignment

d. System Information and Statistics

1. Sage Stage Operations Report – Performance (unaudited statistics).

Month	Passenger Trips			Miles			Fares		
	2019	2018	Change	2019	2018	Change	2019	2018	Change
May	1,303	1,055	↑ 23.5%	11,262	10,105	↑ 11.4%	\$5,199	\$4,242	↑ 22.6%
June	1,150	997	↑ 15.3%	10,105	9,648	↑ 4.7%	\$5,246	\$5,777	↓ 9.2%
July	1,209	1,040	↑ 16.3%	10,969	9,476	↑ 15.8%	\$5,541	\$4,630	↑ 19.7%
Aug	1,195	1,288	↓ 7.2%	10,880	11,487	↓ 5.3%	\$4,873	\$5,631	↓ 13.5%
Sept	1,179	1,029	↑ 14.6%	10,118	9,912	↑ 2.1%	4,769	\$4,029	↑ 18.4%

11. Revenue Service Miles compared to Fuel Costs.

Month	Miles			Fuel Cost			Fuel Cost per Mile		
	2019	2018	2017	2019	2018	2017	2019	2018	2017
May	11,262	10,105	12,209	\$3,420	\$3,206	\$2,580	.30¢	.32¢	.21¢
June	10,105	9,648	10,933	\$2,656	\$3,066	\$2,357	.26¢	.32¢	.22¢
July	10,969	9,476	10,412	\$2,279	\$2,983	\$2,357	.21¢	.31¢	.23¢
Aug	10,880	11,487	12,232	\$4,528	\$3,633	\$2,973	.42¢	.32¢	.24¢
Sept	10,118	9,912	10,549	\$2,867	\$3,085	\$2,729	.28¢	.31¢	.26¢

111.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 Route Ridership	
	2019	2018	2019	2018	2019	2018
May	46	48	65	57	111	105
June	30	70	93	98	123	168
July	54	61	97	75	151	136
Aug	53	45	70	98	123	143
Sept	45	41	74	67	119	108

Board member Ray had questions regarding transactions on the MTA account summary and Executive Director, Pedersen cleared up the questions. Board member Cavasso, questioned why the passenger count was up in June 2019 but the fare amount was down. Senior Transportation Planner, Cindy Imbach explained that it is because of prepaid fare cards.

Motion by Board Member Wills to approve consent agenda items a through d above, seconded by Board Member Parker. All Ayes; motion carried.

5. Regular Business

- a. Annamarie Jones re: follow up complaint from 6/4/19 MTA meeting.
Ms. Jones indicated she is still being refused bus service. The MTA board and Executive Director, Debbie Pedersen explained that she had not been refused service and can ride the bus at any time by calling the office or driver to make a reservation. Pedersen indicated that she has not called the office or the driver to make a reservation and that there have been no changes to the policy and all passengers follow the same policies.
- b. Consider Adopting Resolution 19-04 Zero Tolerance Drug and Alcohol Policy.
MTA is required to adopt a Drug and Alcohol Policy in accordance with Federal Transit Administration’s (FTA’s) regulations for grantees. Staff recommends adopting First Transits Zero Tolerance Drug and Alcohol Policy.

Motion by Board Member Cavasso to adopt Resolution 19-04 Zero Tolerance Drug and Alcohol Policy, seconded by Board Member Parker. All ayes; motion carried.

- c. Consider approval of FY 2018/19 Annual True Up and Reconciliation.
Under the Transportation Development Act and the California Code of Regulations no operator or transit provider shall receive Local Transportation funds or State Transit Assistance Funds exceeding actual net costs. Motion by Board Member Ray to approve (a) – (b). Approve \$14,000 be transferred from the MTA LAIF trust to the MTA operating account then to the LTF trust

account for reallocation and the negative balance of -\$23,807.51 to be circulated back into LTF trust for FY 2019/20.

Motion by Board Member Ray to approve FY 2018/19 Annual True Up and Reconciliation, seconded by Board Member Wills. All ayes; motion carried.

- d. Information/discussion Sage Stage Fact Sheet.
Executive Director, Debbie Pedersen created a Sage Stage fact sheet to provide information about how the Sage Stage operates, how it is funded and to clear up any confusion for local groups.

6. Staff Update, Communications, and Calendar

- First Transit – Debbie Pedersen reported First Transit has been great as our new third-party contractor. They come to the office and have safety meetings every other month and are very involved with the drivers. Board member Ray questioned why our last payment to MV Transportation was \$16,991.30 and our first payment to First Transit was \$19,199.96. Pedersen explained the difference is management fees. First Transit will be here October 10, 2019 to meet with CHP for our Terminal Inspection.
- 2019 Health Fair – Cindy Imbach reported the 2109 Health Fair was a success. There were 108 visitors at the booth. Rider guides and candy were given out.
- Water lines interconnected – MTA previously had three city water meters. One for the main building, one for the shop and one for the Sage Stage park. All three lines are connected and are on one meter now.

Calendar – consider future dates and events of interest:

10/01/19 MCTC and MTA Meetings Alturas City Hall Council Chambers 1:30pm.
10/14/19 Columbus Day – Holiday; Office closed – Sage Stage bus is operating.
11/11/19 Veterans Day - Holiday; Office closed – Sage Stage bus is operating.
11/28/19 Thanksgiving Day- Holiday; Office closed – no bus service.
11/29/19 Day following Thanksgiving – Holiday; Office closed – no bus service.
12/03/19 MCTC and MTA Annual BBQ Agency Offices 12:00pm.
12/03/19 MCTC and MTA Meetings Sage Stage Conference Room 12:45pm.

7. Adjournment

Motion to adjourn by Board Member Cavasso at 2:39p.m.; seconded by Board Member Parker. All Ayes, motion carried. The next regular meeting will be Tuesday December 3, 2019 in the sage Stage Conference Room 108 S. Main Street, Alturas at 1:20 p.m. or soon thereafter.

Submitted by,



Michelle Cox
Assistant Secretary 2