



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

Meets First Tuesday
even-numbered months
after MCTC meeting
or about 2:15 p.m.

Board of Directors

John Dederick
Chairman
City Representative

Kathie Rhoads
Vice Chair
County Supervisor
District III

Bobby Ray
Director
City Representative

Elizabeth Cavasso
Director
County Supervisor
District IV

Cheryl Nelson
Director
City Councilmember

Mark Moriarity
Director
County at Large Member

Ned Coe
Alternate
County Supervisor
District I

Loni Lewis
Alternate
City Councilman

Staff

Debbie Pedersen
Executive Director

Niki Lemke
Chief Fiscal Officer

Michelle Cox
Executive Assistant Secretary

AGENDA

REGULAR MEETING

OCTOBER 5, 2021

Sage Stage Conference Room

108 S Main Street, Alturas

Following the MCTC meeting at or about 1:50 p.m.

Or soon thereafter

Teleconference Number (712) 451-0647

Access Code 113785

1. **Call to Order** – introductions, as needed.
 - a. Roll Call
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 the minutes from the 08/03/21 MTA Regular Meeting.
 - b. Financial Transactions 07/01/21 through 08/31/21.
 - c. YTD expenditures through 08/31/21.
5. **Regular Business** **Information/Action**
 - a. Update regarding CARES funding.
 - b. California Highway Patrol Terminal Inspection and General Public Paratransit Vehicle certification.
6. **Staff Updates and Calendar of Events** **Information**
 - a. Staff updates
 - b. Calendar of Events
7. **Adjourn until next regular MTA meeting**, scheduled for December 7, 2021, (Tuesday) in the Sage Stage Conference Room, 108 S. Main Street, Alturas, CA, at about 1:50 p.m., following the MCTC meeting.

Report to Modoc Transportation Agency Board Members	
Subject Consent Agenda	Meeting Date October 5, 2021
Presented by MTA Staff	Agenda Item 4

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

- a. Approve minutes from the **08/03/21 MTA Regular Meeting**
- b. **Financial Transactions – 07/01/2021 through 08/31/21**

Summary of incidental expenditures

Vendor	Transaction	Amount	Explanation
Golden State Risk Management Authority	3402	\$4,648.00	Insurance*
Perry's Automotive	3421	\$1,373.91	T-17 Sch A
Perry's Automotive	3453	\$1,359.18	T-19 Sch C
Perry's Automotive	3460	\$1,597.81	T-18 Sch C, replace coolant reservoir
Perry's Automotive	3450	\$4,411.68	T-17 NOX sensor, fan clutch, etc.

*Slight increase to premium – 2020 was \$4,253.54

- c. **Year to Date revenue and expenditure (through 08/31/21) report.**



MODOC TRANSPORTATION AGENCY

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

MINUTES
Regular Meeting
August 3, 2021

Board Members Present

John Dederick, Chair
Kathie Rhoads, Vice Chair
Elizabeth Cavasso
Bobby Ray
Cheryl Nelson

Representative, City of Alturas
Board of Supervisors, District III, Modoc County
Board of Supervisors, District IV, Modoc County
Representative, City of Alturas
Councilmember, City of Alturas

Board Members Absent

Loni Lewis (Alternate)
Mark Moriarity

Councilmember, City of Alturas
County At-Large Member

Staff Present

Debbie Pedersen
Niki Lemke
Michelle Cox

Executive Director
Chief Fiscal Officer
Executive Assistant Secretary

Public Present

Kathi Cravens
Kathy Grah
Javed Iqbal
Tamara Rich
Kristen Kingsley, P.E.
Ned Coe (Alternate)

First Transit, General Manager
Caltrans District 2, Planning & Regional Planning Chief
Caltrans District 2, Project Manager
Caltrans District 2, Regional Planning Liaison
Caltrans District 2, Deputy District Asset, Program, and Project Management
Board of Supervisors, District I, Modoc County

1. **Call to Order** – Chair Dederick called the teleconference meeting to order at 1:31 p.m. in the Sage Stage Conference Room, 108 S. Main Street, Alturas, CA.
 - a. Roll call was taken.
2. **Public Forum** –There were no public comments.
3. **Confirm Agenda** – Motion by Board Member Ray to confirm agenda, seconded by Board Member Nelson. Roll call was taken, all present. All Ayes; motion carried.
4. **Consent Agenda**
 - a. Approve minutes from 06/01/21 MTA Regular Meeting.
 - b. Financial Transactions 05/01/21 through 06/30/21.

Summary of Incidental Expenditures:

Vendor	Transaction	Amount	Explanation
Sign Creations	3405	\$1,300.00	Remove wrap from T-14
Costco	5721	\$1,072.49	Video camera system
Perry's Automotive	3371	\$2,154.04	Schedule A & reductant tank heater T-18
Perry's Automotive	3376	\$1,892.76	Schedule A & reductant tank heater T-20
Perry's Automotive	3398	\$2,083.21	Fan clutch A/C, ramp switch, door T-20

- c. Year-To-Date revenue and expenditure report through 06/30/21.

Motion by Board Member Rhoads to approve consent agenda items a through c above, seconded by Board Member Ray. Roll call was taken, all present. All Ayes; motion carried.

5. Regular Business

- a. Consider approval of the FY 20/21 Local Transportation Fund and Investments - Annual True Up and Reconciliation.

Niki Lemke reported under the Transportation Development Act and the California Code of Regulations no operator or transit provider shall receive Local Transportation Funds (LTF) or State Transit assistance Funds (STAF) exceeding actual net costs. To balance and return any unused funds to the trust accounts we prepare an annual "End of Year True Up & Reconciliation."

The Local Agency investment Funds (LAIF) account reserve of \$620K is based on the MTA 5-year Operating Plan. Any interest earned above that amount is transferred back to the LTF Trust account for reallocation. Per LAIF policy, only funds of \$5K and above can be transferred. MTA's overage is \$5,537.10 therefore \$6,000.00 will be transferred.

MTA has an unused balance of \$70,381.59 in LTF funds. This balance is applied to the FY 2021/22 years budget of \$160,000 therefore \$90,218.41 due in LTF funds will be transferred to MTA as funds become available.

Motion by Board Member Cavasso to approve the FY 20/21 Local Transportation Fund and Investments-Annual True Up and Reconciliation, seconded by Board Member Nelson. Roll call was taken, all present. All Ayes; motion carried.

- b. Update regarding the Sage Stage Plaza vandalism.

Pedersen reported MTA received a reimbursement check for \$9600.00 from the insurance company to cover the damages caused by vandalism in the Sage Stage Plaza. We are waiting for the sculpture to be replaced and the new concrete furniture to arrive. MTA purchased a new camera system; we are waiting for the contractor to install the new system.

- c. 2021 Modoc Harvest Farmer's Market schedule.

The Farmer's Market is held at the Sage Stage Plaza every other Saturday from nine to noon. A schedule was provided for anyone interested in attending.

6. System Update, Communications, and Calendar

- a. **Staff updates**

Update on drivers

Pedersen reported we are down one driver. A recent hire decided this was not the job for him.

b. Other Information

Calendar – consider future dates and events of interest:

09/06/21 Labor Day-MCTC/MTA office is closed-No Bus Service

10/05/21 MTA Meeting

7. Adjournment

Motion to adjourn by Board Member Nelson at 1:38 p.m. seconded by Board Member Cavasso. Roll call was taken, all present. All Ayes, motion carried. The next regular meeting will be Tuesday, October 5, 2021, in the Sage Stage Conference Room, 108 S. Main Street, Alturas at 1:50 p.m. or soon thereafter.

Submitted by,

Michelle Cox
Executive Assistant Secretary

Modoc Transportation Agency
Transactions by Account
 As of August 31, 2021

	Date	Num	Name	Amount
LAIF-8025001 (\$620K)				
	07/15/2021	180032	Interest	510.73
	08/11/2021	81121	Modoc Transportation Agency	-6,000.00
Total LAIF-8025001 (\$620K)				-5,489.27
Plumas Operating MTA-0477				
Reserve - LTF / LCTOP Exchange				
Total Reserve - LTF / LCTOP Exchange				
Reserve - Vehicles				
Total Reserve - Vehicles				
Reserve - Building Improvements				
	08/18/2021	3451	Larranaga Trucking Inc.	-3,741.25
Total Reserve - Building Improvements				-3,741.25
Plumas Operating MTA-0477 - Other				
	07/01/2021	3393	Golden State Risk Management Authority	0.00
	07/01/2021	3402	Golden State Risk Management Authority	-4,648.00
	07/01/2021		Farebox	107.55
	07/01/2021		Farebox	62.00
	07/01/2021		AP-Tech	423.00
	07/01/2021		Farebox	30.00
	07/02/2021		Farebox	102.00
	07/02/2021		Farebox	22.00
	07/06/2021		Farebox	271.00
	07/06/2021		Farebox	64.00
	07/06/2021		Farebox	24.00
	07/06/2021	3416	Apex Technology Management, Inc.	-1,160.00
	07/06/2021	3417	Teams By Design, Inc	-616.81
	07/07/2021		Farebox	106.55
	07/07/2021	70721	Amazon	-67.98
	07/07/2021	3419	Trillium Solutions	-750.00
	07/08/2021		Farebox	157.00
	07/08/2021		Farebox	32.00
	07/08/2021		Refund / Reimb.	22.00
	07/09/2021		Farebox	34.00
	07/13/2021		Farebox	39.85
	07/13/2021		Farebox	123.40
	07/13/2021	3420	Trillium Solutions	-600.00
	07/13/2021	3421	Perry's Automotive	-1,373.91
	07/13/2021	3422	Waste Management	-64.48
	07/13/2021	3423	Les Schwab Tires	-20.00
	07/13/2021	3424	Ray Morgan Company	-107.36
	07/13/2021	3425	Frontier Communications	-191.41

Modoc Transportation Agency
Transactions by Account
As of August 31, 2021

Date	Num	Name	Amount
07/13/2021	3426	Frontier Communications	-107.89
07/14/2021		Farebox	56.60
07/14/2021		Farebox	66.00
07/14/2021		Farebox	18.00
07/15/2021		Farebox	33.00
07/15/2021		Farebox	54.00
07/16/2021		Farebox	100.80
07/20/2021		Farebox	106.76
07/20/2021		Farebox	198.00
07/20/2021		Farebox	10.00
07/20/2021	3427	Perry's Automotive	-752.20
07/20/2021	3428	Modoc County Record	-120.00
07/20/2021	3429	Les Schwab Tires	-20.00
07/20/2021		Farebox	24.00
07/20/2021		Farebox	32.00
07/21/2021		Farebox	29.00
07/22/2021		Farebox	168.09
07/22/2021		Farebox	10.00
07/23/2021		Farebox	39.23
07/23/2021		Farebox	44.00
07/26/2021	3430	Verizon Wireless	-176.06
07/26/2021	3431	Perry's Automotive	-451.49
07/26/2021	3432	Pacific Power	-600.33
07/26/2021	72621	Amazon	-19.29
07/26/2021	72721	Amazon	-99.78
07/27/2021		Farebox	80.00
07/27/2021		Farebox	123.00
07/27/2021		AP-Tech	423.00
07/27/2021	3433	Fredrick Janitorial	-275.00
07/28/2021		Farebox	65.50
07/28/2021		Farebox	18.00
07/28/2021		Farebox	52.00
07/29/2021		Farebox	196.00
07/29/2021		Farebox	22.00
07/29/2021		Farebox	22.00
07/30/2021		Farebox	118.00
07/30/2021		Farebox	16.50
08/01/2021		Farebox	204.00
08/02/2021	3434	Apex Technology Management, Inc.	-1,157.00
08/02/2021	80221	Tnet Broadband Internet, LLC	-48.00
08/02/2021	3435	Pepsi-Cola Bottling Company	-39.99

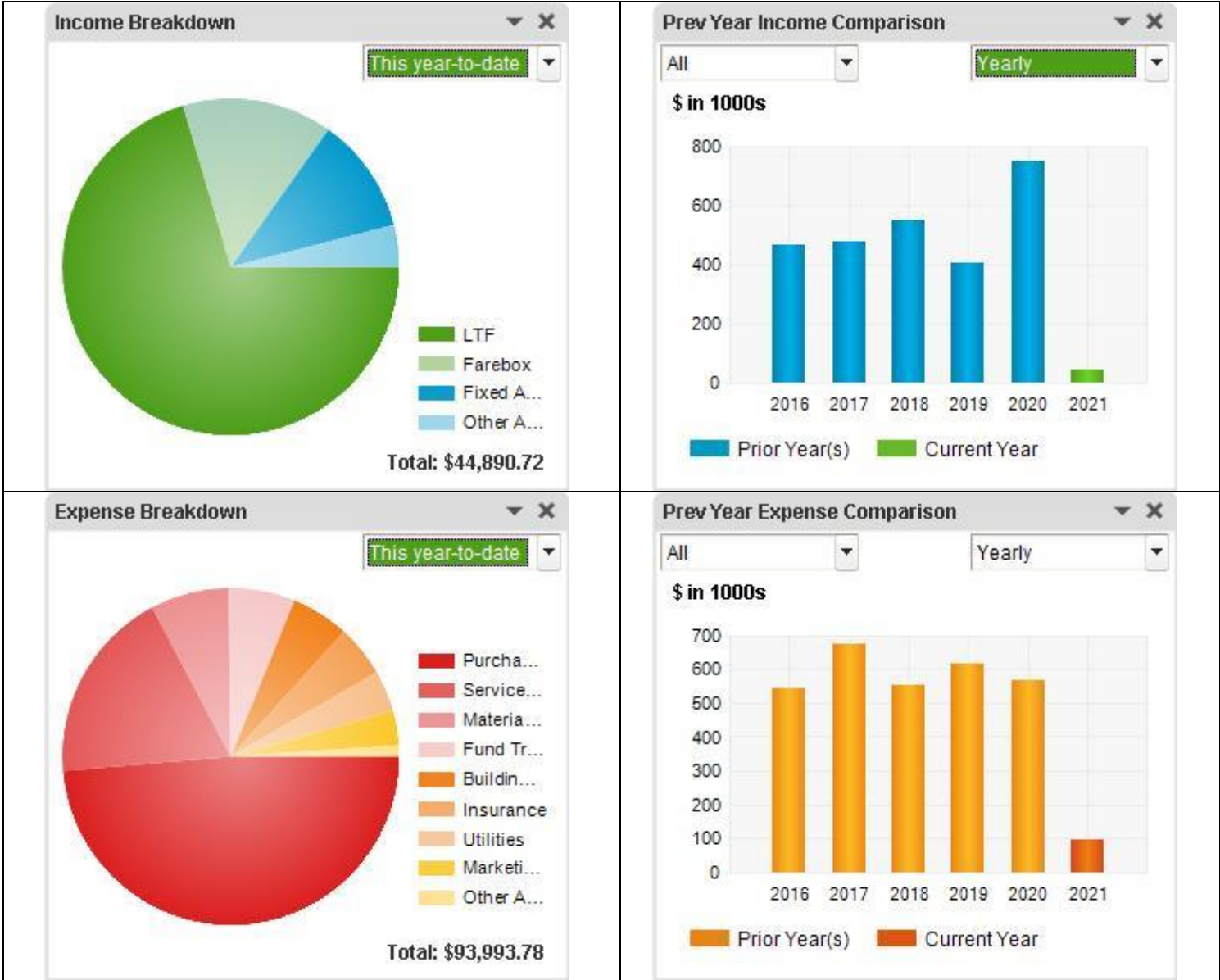
Modoc Transportation Agency
Transactions by Account
As of August 31, 2021

Date	Num	Name	Amount
08/02/2021	3436	City Of Alturas	-84.36
08/02/2021	3437	Perry's Automotive	-498.08
08/02/2021	3438	Modoc County Record	-1,151.65
08/03/2021		Farebox	194.41
08/03/2021	80321	Basys Processing, Inc.	-92.76
08/03/2021		Farebox	54.00
08/03/2021	80322	Postmaster	-154.00
08/04/2021	80321	Amazon	-35.37
08/04/2021	80421	Amazon	-95.98
08/04/2021	3439	Ed Staub & Sons	-3,196.36
08/04/2021	3440	Ed Staub & Sons	-1.00
08/05/2021		Farebox	34.92
08/05/2021		Farebox	201.00
08/05/2021	80521	Amazon	-64.24
08/05/2021	3441	First Transit, Inc.	-23,215.24
08/05/2021	3442	Frontier Communications	-86.10
08/05/2021	3443	EDI Media	-150.00
08/05/2021		Farebox	62.00
08/06/2021		Farebox	82.80
08/08/2021	81721	TCE Communications	-49.61
08/10/2021		Farebox	161.00
08/10/2021		LTSA / Farebox	6,295.99
08/10/2021		Farebox	178.50
08/10/2021	3444	Apex Technology Management, Inc.	-65.00
08/10/2021	3445	Nicole Lemke	-110.88
08/11/2021		Farebox	69.50
08/11/2021	81121	Modoc Transportation Agency	6,000.00
08/11/2021	3446	Modoc County Transportation Commission	-6,000.00
08/11/2021		Farebox	18.00
08/12/2021		Farebox	171.00
08/13/2021		Farebox	32.00
08/13/2021		Farebox	38.00
08/13/2021		Farebox	52.00
08/17/2021		Farebox	147.50
08/17/2021		Farebox	4.00
08/17/2021		Boy's & Girls Club of Sweetwater Co.	5,000.00
08/17/2021		LTF	31,605.53
08/17/2021	81821	Four Seasons Supply	-105.07
08/17/2021	3447	Ray Morgan Company	-161.17
08/17/2021	3448	Waste Management	-64.48
08/17/2021	3449	Frontier Communications	-92.44

Modoc Transportation Agency
Transactions by Account
 As of August 31, 2021

Date	Num	Name	Amount
08/17/2021	3450	Perry's Automotive	-4,411.68
08/18/2021		Farebox	78.00
08/18/2021	81921	Four Seasons Supply	-18.43
08/18/2021	82021	Amazon	-44.79
08/18/2021	82121	Amazon	-64.06
08/18/2021	82221	Amazon	-27.86
08/19/2021		Farebox	14.00
08/20/2021		Farebox	62.00
08/23/2021	82321	Wal Mart	0.00
08/23/2021	3452	Frank Willis	-75.00
08/23/2021	3453	Perry's Automotive	-1,359.18
08/23/2021	3454	Michael Bearden	-114.80
08/23/2021	3455	Kenneth A. Marcussen	-75.00
08/23/2021		Farebox	122.00
08/24/2021		Farebox	115.00
08/24/2021		Farebox	1.00
08/24/2021	3456	Fredrick Janitorial	-275.00
08/24/2021	3457	Pacific Power	-553.40
08/24/2021		Farebox	10.00
08/24/2021	826	Wal Mart	-9.28
08/25/2021		Farebox	13.00
08/25/2021		Farebox	28.00
08/26/2021		Farebox	232.00
08/26/2021	3458	Verizon Wireless	-248.56
08/30/2021	83021	Tnet Broadband Internet, LLC	-48.00
08/30/2021	3459	Debbie M. Pedersen	-65.37
08/30/2021	3460	Perry's Automotive	-1,597.81
08/30/2021	3461	Modoc County Record	-958.52
08/31/2021		Farebox	130.00
Total Plumas Operating MTA-0477 - Other			-3,730.53
Total Plumas Operating MTA-0477			-7,471.78
Treasurer Operating MTA-650			
Total Treasurer Operating MTA-650			
TOTAL			-12,961.05

Modoc Transportation Agency Company Snapshots (As of 08-31-21)



Modoc Transportation Agency

Profit & Loss

09/14/21

July through August 2021

Accrual Basis

	<u>Jul - Aug 21</u>
Ordinary Income/Expense	
Income	
Farebox	
Dial A Ride Fares	1,197.65
Klamath Falls Fares	610.50
Redding Fares	409.10
Reno Fares	3,434.66
Total Farebox	5,651.91
Interest	510.73
LTF	31,605.53
Rents/Leases	846.00
Total Income	38,614.17
Expense	
Fund Transfer - Year End	6,000.00
Building Maint / Improve	3,836.88
Insurance	4,648.00
Legal Notices	163.50
Marketing/Promotions	2,966.67
Materials/Supplies Consumed	
Fuel/Lubricants	4,701.49
Office Supplies	710.53
Shop & Bus Supplies	65.34
Total Materials/Supplies Consumed	5,477.36
Purchased Transportation	23,215.24
Services - Prof./Specialized	
IT Service & Support	2,982.00
Services - Other (Misc.)	717.76
Vehicle Maintenance	10,559.35
Total Services - Prof./Specialized	14,259.11
Travel/Staff Training	225.68
Uniforms	616.81
Utilities	2,724.64
Total Expense	64,133.89
Net Ordinary Income	-25,519.72
Other Income/Expense	
Other Income	
Fixed Asset - Sale	5,000.00
Refunds - Income	22.00
Total Other Income	5,022.00
Net Other Income	5,022.00
Net Income	-20,497.72

Modoc Transportation Agency

Balance Sheet

As of August 31, 2021

09/14/21

Accrual Basis

	<u>Aug 31, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
LAIF-8025001 (\$620K)	620,047.83
Plumas Operating MTA-0477	
Reserve - LTF / LCTOP Exchange	49,109.00
Reserve - Vehicles	69,525.00
Reserve - Building Improvements	22,663.96
Plumas Operating MTA-0477 - Other	107,124.82
Total Plumas Operating MTA-0477	<u>248,422.78</u>
Total Checking/Savings	868,470.61
Accounts Receivable	
Accounts Receivable	289,687.23
Total Accounts Receivable	<u>289,687.23</u>
Other Current Assets	
Undeposited Funds	238.00
Total Other Current Assets	<u>238.00</u>
Total Current Assets	1,158,395.84
Fixed Assets	
Fixed Assets	1,669,610.69
Total Fixed Assets	<u>1,669,610.69</u>
TOTAL ASSETS	<u>2,828,006.53</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	1,505.13
Total Accounts Payable	<u>1,505.13</u>
Other Current Liabilities	
Def Rev - SGR 20/21	12,303.20
Def Rev - SGR 19/20	14,215.77
Def Rev - SGR 18/19	13,868.13
Def Rev - SGR 17/18	86.66
Total Other Current Liabilities	<u>40,473.76</u>
Total Current Liabilities	<u>41,978.89</u>
Total Liabilities	41,978.89
Equity	
Opening Bal Equity	654,612.39
Retained Earnings	2,151,912.97
Net Income	-20,497.72
Total Equity	<u>2,786,027.64</u>
TOTAL LIABILITIES & EQUITY	<u>2,828,006.53</u>

Report to Modoc Transportation Agency Board Members	
Subject Regular Business	Meeting Date October 5, 2021
Presented by MTA Staff	Agenda Item 5

Items with attachments, shown in bold:

- a. Update regarding CARES funding.

- b. California Highway Patrol Terminal Inspection and General Public Paratransit Vehicle certification.
 Applications have been submitted to CHP and the inspection date is pending.

**MODOC TRANSPORTATION AGENCY
FTA GRANT SUMMARY
FY 2019 - 2023**

	GRANT AMOUNT	19/20		20/21		21/22		22/23		Total	Grant Balance	
		5311(f)	5311	5311(f)	5311	5311(f)	5311	5311(f)	5311			
64CO19-01005	FTA (2019) 5311(f)	\$ 178,212.00	\$ 100,798.53							\$ 100,798.53	\$ 77,413.47	No Carry Forward
64KO20-1259	CARES Rnd1 5311(f)	\$ 195,669.00	\$ 79,943.13	\$ 91,800.54						\$ 171,743.67	\$ 23,925.33	
64KO20-1369	CARES Rnd2 5311(f)	\$ 398,149.00								\$ -	\$ 398,149.00	
64O20-01039	CARES Rnd1 5311	\$ 60,564.00	\$ 60,564.00							\$ 60,564.00	\$ -	
64VO20-01328	CARES Rnd2 5311	\$ 151,063.00	\$ 39,412.25	\$ 111,650.75						\$ 151,063.00	\$ -	
64CO20-01119	FTA (2020) 5311(f)	\$ 196,782.00		\$ 27,482.94						\$ 27,482.94	\$ 169,299.06	No Carry Forward
64BO20-01436	FTA (2020) 5311	\$ 58,637.00	\$ 52,239.56	\$ 6,397.44						\$ 58,637.00	\$ -	
Pending Contract	FTA (2021) 5311	\$ 60,882.00		\$ 60,882.00						\$ 60,882.00	\$ -	
Pending Contract	FTA (2021) 5311(f)	\$ 118,197.00				\$ -				\$ -	\$ -	
Pending Contract	CRRSAA 5311	\$ 160,958.00		\$ 72,594.43						\$ 72,594.43	\$ 88,363.57	
Pending Applicaion	FTA (2022) 5311(f)									\$ -	\$ -	
Pending Applicaion	FTA (2022) 5311									\$ -	\$ -	
Sub Total		\$ 180,741.66	\$ 152,215.81	\$ 119,283.48	\$ 251,524.62	\$ -	\$ -	\$ -	\$ -			
Fiscal Year Total			\$ 332,957.47		\$ 370,808.10	\$ -	\$ -	\$ -	\$ -			
Total Expenses			\$ 473,827.64		\$ 459,077.05							
Balance Paid in Local Funds			\$ 140,870.17		\$ 88,268.95							

FTA Grants - Regular
CARES & CRRSA Grants

Billed 6/30/21 **\$ 289,571.23**

Waiting for Contract

Report to Modoc Transportation Agency Board Members	
Subject Staff Updates and Calendar of Events	Meeting Date October 5, 2021
Presented by MTA Staff	Agenda Item 6

a. Staff Updates

The Boys and Girls Club of Sweet Water Wyoming had the high bid for T-14 - \$5,000.00

b. Calendar of Events

- December 7, 2021 – MTA meeting following the MCTC Meeting

Sage Stage Holiday Schedule

11/25,26/21 Thanksgiving Holiday – No bus service.