



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

Vacant  
Director  
City Councilmember

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

Paul Minchella  
Alternate  
City Councilmember

Staff

Debbie Pedersen  
Executive Director

Michelle Cox  
Accountant I

Tristan Holt  
Assistant Secretary I

# AGENDA

## REGULAR MEETING

JUNE 4, 2024

Sage Stage Conference Room  
108 S Main Street, Alturas

Following the MCTC meeting at or about 1:45 p.m.  
Or soon thereafter

**Teleconference Number (712) 451-0647**

**Access Code 113785**

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 the minutes from the 04/02/24 MTA Regular Meeting
  - b. Financial Transactions 03/01/24 through 04/30/24
  - c. Financial Year to Date Expenditures through 04/30/24
  - d. Sage Stage Operations Stats
5. **Regular Business**
  - a. Consider adopting Resolution 23-01 rev. Final Fiscal Year (FY) 2023/24 Budget. **Action**
  - b. Consider adopting the Fixed Asset Inventory and Disposition FY 2023/24 **Action**
6. **Staff Updates and Calendar of Events** **Information**
  - a. Staff updates
  - b. Calendar of Events
7. **Adjourn until the next regular MTA meeting**, scheduled for August 6, 2024, (Tuesday) in the Sage Stage Conference Room, 108 S. Main Street, Alturas, CA, at about 12:45 p.m., following the MCTC meeting.



MODOC TRANSPORTATION AGENCY

108 South Main, Alturas, CA 96101

Phone (530) 233-6410

**MINUTES**  
**Regular Meeting**  
**April 2, 2024**

**Board Members Present**

John Dederick, Chair  
Kathie Rhoads, Vice Chair  
Mark Moriarity  
Elizabeth Cavasso  
Paul Minchella  
Cheryl Nelson

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

**Board Members Absent**

Ned Coe (Alternate)

Board of Supervisors, District I, Modoc County

**Staff Present**

Debbie Pedersen  
Michelle Cox  
Tristan Holt

Executive Director  
Accountant 1  
Assistant Secretary 1

**Public Present**

Kathy Grah  
Javed Iqbal  
Azeddine Bahloul

Caltrans District 2, Community & Regional Planning Chief  
Caltrans District 2, Modoc Project Manager  
Caltrans District 2, Modoc Project Manager

1. **Call to Order** – Chair Dederick called the meeting to order at 2:23 p.m. in the Sage Stage Conference Room, 108 S. Main Street, Alturas, CA.
2. **Public Forum** –There were no public comments.
3. **Confirm Agenda** – Motion by Board Member Minchella to Confirm Agenda, seconded by Board Member Moriarity. All Ayes; motion carried.
4. **Consent Agenda-**
  - a. Approve minutes from the February 6, 2024, MTA Regular Meeting.
  - b. Approve the financial transactions from January 1, 2024, through February 29, 2024.
  - c. Approve Year to Date Expenditures.
  - d. Sage Stage Operation Statistics.

Motion by Board Member Cavasso to approve Consent Agenda, seconded by Board Member Minchella. All Ayes; motion carried.

**5. Regular Business**

- a. Consider awarding the Sage Stage Transit Operations and Management contract for July 1, 2024, through June 30, 2031.

Modoc Transportation Agency / Sage Stage received one proposal for the Transit Operations and Management. The proposal was received from Transdev and then reviewed by Caltrans Headquarters, MCTC Office Staff, and Board Member Minchella.

Motion by Board Member Cavasso to award the Sage Stage Transit Operations and Management contract for July 1, 2024, through June 30, 2031, seconded by Board Member Minchella. All Ayes; motion carried.

**b. Consider adopting Resolution 24-01 Fiscal Year 2024-25 Budget.**

Major changes for FY 2024-25 budget include the purchase of a new bus, and a decrease in Local Transportation Funds (LTF) due to the utilization of CARES RND 2 and ARPA funding.

Motion by Board Member Moriarity to adopt Resolution 24-01 fiscal Year 2024-25 Budget, seconded by Board Member Cavasso. All Ayes; motion carried.

**c. MTA Local Transportation Fund and State Transit Assistance Claim.**

Pedersen provided a corrected LTF Claim Form in the amount of \$40,600.

Motion by Board Member Cavasso to approve the MTA Local Transportation Fund and State Transit Assistance Claim with the corrected dollar amount, seconded by Board Member Nelson. All Ayes; motion carried.

**d. Cost estimates/options for employing an onsite mechanic.**

Pedersen reported a classified ad was published in the Modoc County Record March 11 and 18, 2024 for an on-call mechanic for the Sage Stage bus fleet. No one has called to inquire about providing the service. Highway Garage in McArthur was contacted to see if they were interested in servicing the bus fleet and unfortunately, they are shorthanded, and their shop is not set up to service buses. Hall Motors in Lakeview was contacted, and they did not reply. Mark Ellias, Transdev provided some costs for mechanic- annual salary would be \$65-85k per year, prior to benefits. Due to the age each bus averages \$26,500 per year for parts only, and to set up and establish a shop would be approximately \$30k.

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

**a. Staff Update**

A new part time Sage Stage driver is scheduled to start training on April 7, 2024.

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

05/27/24 Memorial Day Holiday; Office Closed- No Bus Service

06/04/24 MTA Meeting following the MCTC Meeting

07/04/24 Independence Day Holiday; Office Closed- No Bus Service

**7. Adjournment**

Motion to adjourn by Board Member Cavasso at 2:36 p.m. seconded by Board Member Rhoads. All Ayes, motion carried. The next regular meeting will be Tuesday, June 4, 2024, in the Sage Stage Conference Room, 108 S. Main Street, Alturas at 1:50 p.m. or soon thereafter.

Submitted by,

Michelle Cox  
Accountant 1

## Modoc Transportation Agency Financial Transactions

March & April 2024

Date	Num	Name	Amount	Balance
<b>LAIF-8025001 (\$620K)</b>				<b>637,010.97</b>
<b>Total LAIF-8025001 (\$620K)</b>				<b>637,010.97</b>
<b>Reserve - Building Improvements</b>				<b>16,510.51</b>
03/18/2024	4107	Larranaga Trucking & Construction Inc	-768.00	15,742.51
<b>Total Reserve - Building Improvements</b>				<b>15,742.51</b>
<b>Plumas Operating MTA-0477</b>				<b>364,724.06</b>
03/01/2024	22924	Monica Derner, CPA	-602.50	364,121.56
03/01/2024	4095	Pacific Power	-1,164.99	362,956.57
03/01/2024	4096	Pepsi-Cola Bottling Company	-39.99	362,916.58
03/01/2024	4097	Ed Staub & Sons	-3,104.23	359,812.35
03/01/2024	Deposit	Farebox	45.00	359,857.35
03/01/2024	30124	Basys Processing, Inc.	-213.48	359,643.87
03/04/2024	4098	Ed Staub & Sons	-255.11	359,388.76
03/04/2024	30424	Tnet Broadband Internet, LLC	-48.00	359,340.76
03/04/2024	4099	EDI Media	-150.00	359,190.76
03/04/2024	4100	City Of Alturas	-87.68	359,103.08
03/04/2024	4101	Fredrick Janitorial	-750.00	358,353.08
03/04/2024	4102	Modoc County Record	-1,248.15	357,104.93
03/04/2024	Deposit	Farebox	34.25	357,139.18
03/04/2024	30424	TCE Communications	-4,268.01	352,871.17
03/05/2024	Deposit	Farebox	53.00	352,924.17
03/05/2024	30524	TCE Communications	-49.54	352,874.63
03/06/2024	30624	Postmaster	-9.85	352,864.78
03/06/2024	4103	Siskiyou Fire Equipment	-253.44	352,611.34
03/06/2024	4104	First Transit, Inc.	-22,131.62	330,479.72
03/06/2024	Deposit	Farebox	146.60	330,626.32
03/07/2024	Deposit	Farebox	300.00	330,926.32
03/07/2024	Deposit	Farebox	30.00	330,956.32
03/07/2024	Deposit	Rent A-P Tech	497.00	331,453.32
03/07/2024	Deposit	Farebox	226.00	331,679.32
03/08/2024	Deposit	Farebox	200.38	331,879.70
03/08/2024	30824	Basys Processing, Inc.	-40.00	331,839.70
03/11/2024	Deposit	Farebox	74.00	331,913.70
03/12/2024	Deposit	Farebox	10.00	331,923.70
03/12/2024	Deposit	Farebox	22.00	331,945.70
03/12/2024	Deposit	Farebox	9.00	331,954.70
03/13/2024	4105	Waste Management	-74.69	331,880.01
03/13/2024	Deposit	Farebox	133.00	332,013.01
03/13/2024	4106	Frontier Communications	-146.99	331,866.02
03/13/2024	31424	Verizon Wireless	-288.40	331,577.62
03/14/2024	Deposit	Farebox	21.00	331,598.62
03/15/2024	Deposit	Farebox	149.50	331,748.12
03/15/2024	Deposit	Farebox	40.00	331,788.12

## Modoc Transportation Agency Financial Transactions

March & April 2024

Date	Num	Name	Amount	Balance
03/18/2024	4108	Frontier Communications	-160.94	331,627.18
03/18/2024	4109	Kendalls Mobile Mechanic	-4,725.04	326,902.14
03/18/2024	Deposit	Farebox	263.50	327,165.64
03/19/2024	Deposit	Farebox	103.80	327,269.44
03/19/2024	32024	Amazon	-173.71	327,095.73
03/19/2024	4110	UBEO West	-51.42	327,044.31
03/20/2024	Deposit	Farebox	289.12	327,333.43
03/21/2024	Deposit	Farebox	54.00	327,387.43
03/22/2024	Deposit	Farebox	18.00	327,405.43
03/22/2024	Deposit	Farebox	15.00	327,420.43
03/25/2024	Deposit	Farebox	50.00	327,470.43
03/25/2024	Deposit	Farebox	54.00	327,524.43
03/25/2024	Deposit	Farebox	242.50	327,766.93
03/26/2024	Deposit	Farebox	74.83	327,841.76
03/27/2024	Deposit	Farebox	34.00	327,875.76
03/27/2024	Deposit	Farebox	48.00	327,923.76
03/28/2024	Deposit	Farebox	37.87	327,961.63
03/28/2024	4128	Modoc County Record	-1,049.52	326,912.11
03/29/2024	Deposit	STAF	25,478.00	352,390.11
03/29/2024	Deposit	Farebox	75.00	352,465.11
03/31/2024	Deposit	Farebox	352.00	352,817.11
03/31/2024	4115	Ed Staub & Sons	-3,325.17	349,491.94
03/31/2024	22924	Monica Derner, CPA	-60.00	349,431.94
03/31/2024	33124	Monica Derner, CPA	-360.00	349,071.94
03/31/2024	4134	Sloan Sakai Yeung & Wong LLP	-84.00	348,987.94
04/01/2024	Deposit	Farebox	99.00	349,086.94
04/01/2024	4113	Pepsi-Cola Bottling Company	-39.99	349,046.95
04/01/2024	4114	Pacific Power	-1,110.75	347,936.20
04/01/2024	40124	Basys Processing, Inc.	-99.51	347,836.69
04/01/2024	40224	TCE Communications	-49.45	347,787.24
04/02/2024	40224	Tnet Broadband Internet, LLC	-48.00	347,739.24
04/02/2024	4111	Modoc County Record	-46.50	347,692.74
04/02/2024	4112	City Of Alturas	-87.68	347,605.06
04/02/2024	4116	Fredrick Janitorial	-750.00	346,855.06
04/02/2024	4117	First Transit, Inc.	-21,736.43	325,118.63
04/02/2024	Deposit	Farebox	10.00	325,128.63
04/02/2024	Deposit	Rent A-P Tech	497.00	325,625.63
04/02/2024	Deposit	Farebox	123.50	325,749.13
04/03/2024	4118	John Dederick	-400.00	325,349.13
04/03/2024	4119	Kathie Rhoads	-150.00	325,199.13
04/03/2024	4120	Elizabeth Cavasso	-150.00	325,049.13
04/03/2024	4121	Mark Moriarity	-150.00	324,899.13
04/03/2024	4122	Paul Minchella	-150.00	324,749.13

## Modoc Transportation Agency Financial Transactions

March & April 2024

Date	Num	Name	Amount	Balance
04/03/2024	4123	Cheryl Nelson	-150.00	324,599.13
04/03/2024	Deposit	Farebox	20.00	324,619.13
04/03/2024	Deposit	Farebox	24.00	324,643.13
04/03/2024	Deposit	Farebox	251.50	324,894.63
04/03/2024	4124	EDI Media	-150.00	324,744.63
04/03/2024	4129	Waste Management	-74.69	324,669.94
04/03/2024	4130	Kendalls Mobile Mechanic	-1,157.03	323,512.91
04/04/2024	Deposit	Farebox	51.00	323,563.91
04/04/2024	4125	Ed Staub & Sons	-260.21	323,303.70
04/04/2024	4126	First Class Auto Glass	-525.00	322,778.70
04/05/2024	Deposit	Farebox	22.00	322,800.70
04/05/2024	Deposit	Farebox	63.00	322,863.70
04/05/2024	40524	Verizon Wireless	-290.38	322,573.32
04/08/2024	Deposit	Farebox	349.75	322,923.07
04/09/2024	4127	Frontier Communications	-160.58	322,762.49
04/09/2024	Deposit	Farebox	25.00	322,787.49
04/09/2024	Deposit	Farebox	16.50	322,803.99
04/09/2024	Deposit	Farebox	79.50	322,883.49
04/10/2024	Deposit	Farebox	247.50	323,130.99
04/10/2024	41024	Basys Processing, Inc.	-40.00	323,090.99
04/10/2024	41124	Reno Tahoe Airport Authority	-30.00	323,060.99
04/11/2024	Deposit	Farebox	33.10	323,094.09
04/11/2024	Deposit	Farebox	30.50	323,124.59
04/12/2024	Deposit	Farebox	90.00	323,214.59
04/12/2024	Deposit	Farebox	22.00	323,236.59
04/12/2024	Deposit	Farebox	143.00	323,379.59
04/15/2024	Deposit	Farebox	90.00	323,469.59
04/15/2024	41524	Amazon	-174.84	323,294.75
04/16/2024	Deposit	Farebox	73.52	323,368.27
04/17/2024	Deposit	Farebox	82.00	323,450.27
04/17/2024	Deposit	Farebox	192.70	323,642.97
04/18/2024	Deposit	LTF	18,686.86	342,329.83
04/18/2024	41624	Amazon	-41.71	342,288.12
04/18/2024	41724	Amazon	-122.22	342,165.90
04/18/2024	41824	Costco Wholesale	-154.37	342,011.53
04/18/2024	4131	Frontier Communications	-174.89	341,836.64
04/18/2024	4132	Rick Swicegood	-195.64	341,641.00
04/18/2024	Deposit	Farebox	22.00	341,663.00
04/18/2024	Deposit	Farebox	62.00	341,725.00
04/18/2024	4133	UBEO West	-51.42	341,673.58
04/19/2024	Deposit	Farebox	100.00	341,773.58
04/19/2024	Deposit	Farebox	108.50	341,882.08
04/22/2024	Deposit	Farebox	22.00	341,904.08

## Modoc Transportation Agency Financial Transactions

March & April 2024

Date	Num	Name	Amount	Balance
04/22/2024	Deposit	Farebox	216.73	342,120.81
04/23/2024	Deposit	Farebox	16.50	342,137.31
04/23/2024	Deposit	Farebox	31.05	342,168.36
04/24/2024	Deposit	Farebox	30.00	342,198.36
04/24/2024	Deposit	Farebox	149.50	342,347.86
04/25/2024	4135	Rick Swicegood	-391.28	341,956.58
04/25/2024	Deposit	Farebox	18.00	341,974.58
04/25/2024	Deposit	Farebox	400.00	342,374.58
04/25/2024	Deposit	Farebox	97.75	342,472.33
04/25/2024	4148	Modoc County Record	-998.52	341,473.81
04/26/2024	42624	Four Seasons Supply	-42.41	341,431.40
04/26/2024	Deposit	Farebox	10.00	341,441.40
04/26/2024	Deposit	Farebox	444.00	341,885.40
04/29/2024	Deposit	Farebox	30.00	341,915.40
04/29/2024	4136	Kendalls Mobile Mechanic	-1,858.27	340,057.13
04/29/2024	Deposit	Farebox	202.00	340,259.13
04/30/2024	Deposit	Farebox	10.00	340,269.13
04/30/2024	Deposit	Farebox	70.00	340,339.13
<b>Total</b>	04/30/2024	4145 Ed Staub & Sons	-4,250.14	336,088.99
<b>Plumas Operating MTA-0477</b>			-28,635.07	336,088.99

## Modoc Transportation Agency

## Balance Sheet

As of April 30, 2024

05/16/24

Accrual Basis

	Apr 30, 24
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
LAIF-8025001 (\$620K)	637,010.97
<b>Plumas Operating MTA-0477</b>	
Reserve - LTF / LCTOP Exchange	74,040.00
<b>Reserve - Vehicles</b>	
State of Good Repair	
SGR 22-23 Vehicle Reserve	31,089.99
SGR 20-21 Vehicle Reserve	12,303.20
SGR 17-18 Vehicle Reserve	86.66
SGR 18-19 Vehicle Reserve	13,868.13
SGR 19-20 Vehicle Reserve	14,215.77
SGR 21-22 Vehicle Reserve	4,988.99
State of Good Repair - Other	-3,726.00
Total State of Good Repair	72,826.74
Reserve - Vehicles - Other	-1,985.89
Total Reserve - Vehicles	70,840.85
Reserve - Building Improvements	15,742.51
Plumas Operating MTA-0477 - Other	336,088.99
Total Plumas Operating MTA-0477	496,712.35
Total Checking/Savings	1,133,723.32
<b>Accounts Receivable</b>	
Accounts Receivable	13,070.00
Total Accounts Receivable	13,070.00
<b>Other Current Assets</b>	
Other Recievables	361.88
Undeposited Funds	40,097.20
Total Other Current Assets	40,459.08
Total Current Assets	1,187,252.40
<b>Fixed Assets</b>	
<b>Fixed Assets</b>	
A/C depreciaiton-Office equipme	-26,318.86
A/C depreciation-Building	-382,356.86
A/C depreciation-Bus Shelter	-10,527.66
A/C depreciation-vehicles	-579,520.94
<b>Building-Bus Shelter</b>	
Building-CTAF 16/17 (\$6,352)	6,352.00
Building-CTAF 15/16 (\$7,940)	7,940.00
Building-CTAF 14/15 (\$7,940)	7,940.00
Building-Bus Shelter - Other	20,334.98
Total Building-Bus Shelter	42,566.98
<b>Building-Office Facility</b>	
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



## Modoc Transportation Agency

## Balance Sheet

As of April 30, 2024

05/16/24

Accrual Basis

	Apr 30, 24
Building-Office Facility - Other	-442,780.00
<b>Total Building-Office Facility</b>	<b>1,117,764.69</b>
Land	781,745.31
Office equipment	40,991.87
Vehicles	
Vehicles - RSTP 23/24	148,421.89
Vehicle - RSTP 15/16 (\$42,956)	42,956.00
Vehicles - RSTP 13/14 (\$5,298)	5,298.00
Vehicles - RSTP 14/15 (\$52,329)	52,329.00
Vehicles - RTSP 12/13 (\$52,335)	52,335.00
Vehicles - Other	432,314.53
<b>Total Vehicles</b>	<b>733,654.42</b>
<b>Total Fixed Assets</b>	<b>1,717,998.95</b>
<b>Total Fixed Assets</b>	<b>1,717,998.95</b>
<b>TOTAL ASSETS</b>	<b>2,905,251.35</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	472.00
<b>Total Accounts Payable</b>	<b>472.00</b>
Other Current Liabilities	
AP Trade	40,097.20
<b>Total Other Current Liabilities</b>	<b>40,097.20</b>
<b>Total Current Liabilities</b>	<b>40,569.20</b>
<b>Total Liabilities</b>	<b>40,569.20</b>
Equity	
Retained Earnings	3,072,300.12
Net Income	-207,617.97
<b>Total Equity</b>	<b>2,864,682.15</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>2,905,251.35</b>

## Modoc Transportation Agency

## Profit &amp; Loss

05/16/24

As of April 30, 2024

Accrual Basis

	Jul '23 - Apr 24
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
LTF / LCTOP Exchange	24,535.00
State of Good Repair	9,846.00
<b>Farebox</b>	
Dial A Ride Fares	
Farecard \$20	500.00
Dial A Ride Fares - Other	10,883.10
<b>Total Dial A Ride Fares</b>	11,383.10
Klamath Falls Fares	3,110.50
Redding Fares	2,566.36
Reno Fares	25,112.74
Farebox - Other	65.00
<b>Total Farebox</b>	42,237.70
Interest	4,962.47
Lassen Transit Service Agency	15,000.00
LTF	18,686.86
Rents/Leases	13,398.70
STAF	115,168.00
<b>Total Income</b>	243,834.73
<b>Expense</b>	
Board Members Per Diem	2,150.00
IT Equipment / Software	4,268.01
Building Maint / Improve	3,822.35
Insurance	6,364.00
Labor (Contract Admin)	31,832.51
Legal Notices	352.50
Marketing/Promotions	12,209.09
<b>Materials/Supplies Consumed</b>	
Fuel/Lubricants	
Dial A Ride Fuel	14,040.72
Klamath Falls Fuel	2,733.39
Redding Fuel	3,275.12
Reno Fuel	15,881.20
Fuel/Lubricants - Other	612.60
<b>Total Fuel/Lubricants</b>	36,543.03
Office Supplies	1,598.72
Shop & Bus Supplies	1,258.19
<b>Total Materials/Supplies Consumed</b>	39,399.94
<b>Purchased Transportation</b>	
PT VA-HOL	9,272.71
PT Administration	9,465.77
PT Dial A Ride	97,911.77
PT Klamath Falls	13,389.25
PT Redding	13,214.77
PT Reno	61,100.99
PT Sick Leave	2,332.59
<b>Total Purchased Transportation</b>	206,687.85
<b>Service Charge</b>	3.59
<b>Services - Prof./Specialized</b>	
Accounting / Auditor Services	9,283.50
IT Service & Support	11,585.06
Legal Services	84.00
Services - Other (Misc.)	9,253.28
<b>Vehicle Maintenance</b>	
T22	1,323.84
T21	6,185.73

## Modoc Transportation Agency

## Profit &amp; Loss

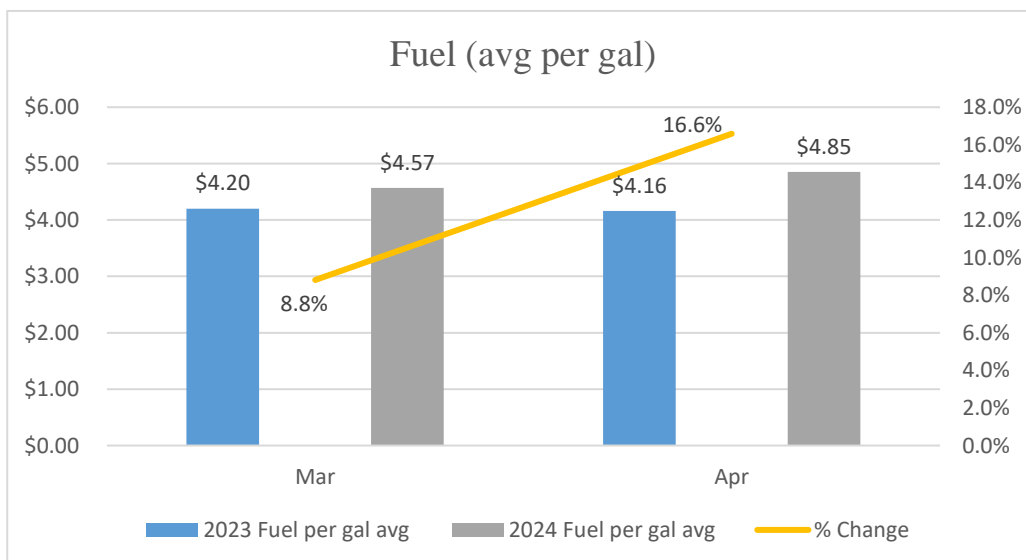
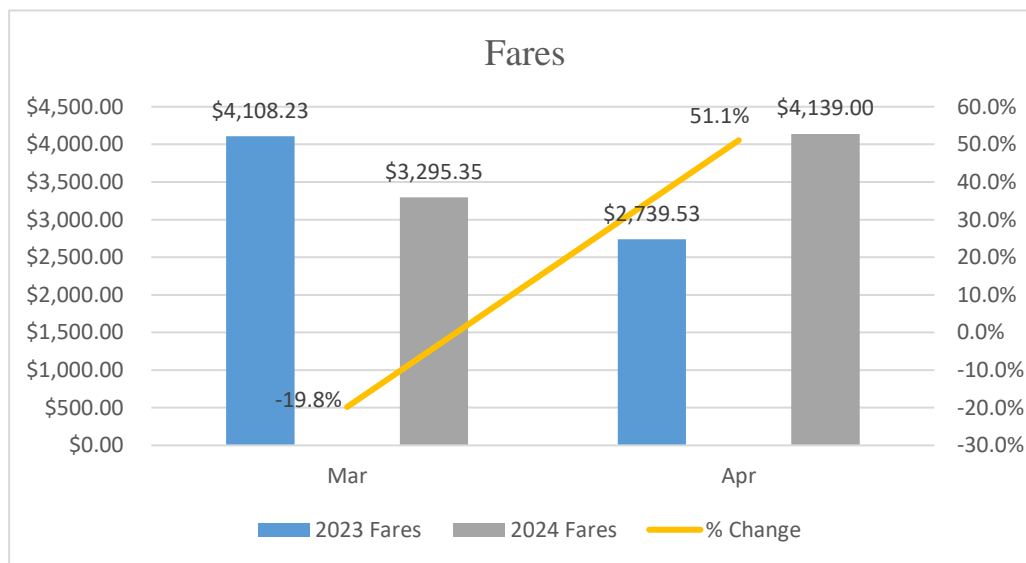
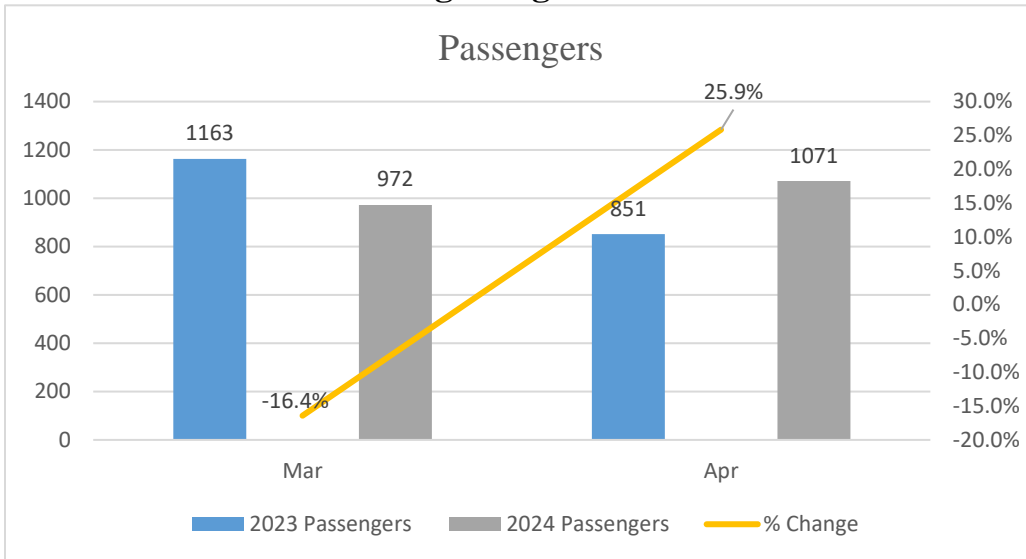
05/16/24

As of April 30, 2024

Accrual Basis

	<u>Jul '23 - Apr 24</u>
T17	29,444.92
T18	13,788.05
T19	12,583.63
T20	<u>33,905.36</u>
<b>Total Vehicle Maintenance</b>	<u>97,231.53</u>
<b>Total Services - Prof./Specialized</b>	127,437.37
<b>Travel/Staff Training</b>	1,118.96
<b>Utilities</b>	
Electric	4,766.65
Equip Maint.	948.93
Internet	384.00
Phone/DSL	
Cell - Dispatch	2,935.62
Phone/DSL - Other	<u>3,464.90</u>
<b>Total Phone/DSL</b>	6,400.52
Propane	1,624.41
Trash Disposal	812.27
Water Service	<u>1,231.63</u>
<b>Total Utilities</b>	<u>16,168.41</u>
<b>Total Expense</b>	<u>451,814.58</u>
<b>Net Ordinary Income</b>	-207,979.85
<b>Other Income/Expense</b>	
Other Income	
Refunds - Income	361.88
<b>Total Other Income</b>	<u>361.88</u>
<b>Net Other Income</b>	<u>361.88</u>
<b>Net Income</b>	<u><u>-207,617.97</u></u>

## Sage Stage Statistics



<b>Report to Modoc Transportation Agency Board Members</b>	
Subject <b>Regular Business</b>	Meeting Date <b>June 4, 2024</b>
Presented by <b>MTA Staff</b>	Agenda Item <b>5</b>

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

- a. Consider adopting **Resolution 23-01 rev. Final Fiscal Year 2023/24 Final Budget.** *Action*  
 Line-item adjustments include:  
 Transfer from vehicle reserve \$148,592  
 Expenditure of \$148,592 for purchase of Vehicle T-22  
 Transfer \$43,000 from Audits to Vehicle Maintenance
  
- b. Consider adopting **Fixed Asset Inventory and Disposition FY 2023/24.** *Action*  
 Changes include adding T-22 to the Fixed Asset List

**MODOC TRANSPORTATION AGENCY**  
**RESOLUTION No. 23-01 rev.**  
**Final Fiscal Year (FY) 2023/24 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 MCTC apportioned the FY 23/24 Transportation Development Act (TDA) funds on April 4, 2023, in the Findings of Apportionment and MCTC Resolution 23-03 LTF And STAF Allocation Instructions to claimants MCTC planning & administration, the Modoc Transportation Agency/Transit Operations, the Modoc County Road Department and the City of Alturas; and

WHEREAS, the MTA FY 2023/24 Budget, as shown in Attachment A, includes revenues from TDA, Federal Transit Assistance, State Transit Bonds (Prop 1B CTAF), Lassen County Transportation Commission, Sub-Leases/Rents, fare revenue, and grant sources identified in Resolution 22-03 Authorized Signatories for Plans and Programs; and

WHEREAS, the MTA FY 2023/24 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 Final FY 2023/24 Budget (\$868,592)

PASSED AND ADOPTED this 4<sup>th</sup> day of June, 2024 by the following vote:

AYES: Board Members:

NOES:

ABSENT: Board Members:

ATTEST:

\_\_\_\_\_  
John Dederick, Chairman

\_\_\_\_\_  
Debbie Pedersen, Executive Director

**Modoc Transportation Agency**  
**FY 2023/24 Budget**  
**23-01 - Attachment A**

<b>Adopted 04/04/23 (23-01)</b>		
<b><u>REVENUES</u></b>	Operating	Capital Improvement Program
Facility Sub-Lease - AP Tech Drug & Alcohol	\$ 22,650	
LTF - Sales Tax Revenue Estimate - (FY 23/24)	\$ 40,050	
STAF - Estimate FY (23/24)	\$ 112,526	
State of Good Repair - Reserve (23/24)		\$ 15,116
LCTOP Swap w/Tehama (23/24)		\$ 24,931
<b>Capital Reserve Transfer</b>	<b>\$ 148,822</b>	
Local Gov Collaborative - LTSA Reno Route	\$ 30,000	
FTA 5311 Operating Assistance (22/23 Grant)	\$ 35,057	
CARES 5311 Round 2	\$ 147,944	
FTA 5311(f) Intercity Routes (23/24 Grant)	\$ 96,652	
FTA 5311(f) CARES Rnd 2 Ops Assistance	\$ 160,844	
Farebox	\$ 34,000	
<b>Total Revenues</b>	<b>\$ 828,545</b>	<b>\$ 40,047</b>
	<b>\$</b>	<b>868,592</b>
<b><u>EXPENSES</u></b>		
<b>Capital Expense Ford E450 Glaval T-22</b>	<b>\$ 148,822</b>	
Fuel	\$ 48,000	
Insurance (Building & Liability)	\$ 8,000	
Legal Notices	\$ 1,000	
Marketing / Public Information	\$ 16,000	
Professional / Specialized		
Accounting / Auditor Services	\$ 25,000	
IT Service & Support ( <i>IT Monthly</i> )	\$ 10,000	
Legal Services	\$ 5,000	
Miscellaneous Services	\$ 5,000	
Purchased Transportation	\$ 284,000	
Supplies Consumed		
Office Supplies	\$ 8,000	
Vehicle & Shop Supplies	\$ 8,000	
Salaries / Labor	\$ 130,000	
Travel / Staff Training / Memberships	\$ 3,598	
Uniforms	\$ 500	
Utilities	\$ 30,000	
Vehicle Maintenance & Repair	\$ 91,000	
<b><u>CAPITAL &amp; RESERVE</u></b>		
Transit Property & Vehicle - Reserve		\$ 40,047
Building Improvements - Reserve	\$ 6,625	
<b>Total Expenses</b>	<b>\$ 828,545</b>	<b>\$ 40,047</b>
	<b>\$</b>	<b>868,592</b>

**Modoc Transportation Agency**  
**FY 2022/23 Final Budget**  
**22-01 rev. - Attachment A**

Adopted 06/06/23 (22-01 rev.)				
<u>REVENUES</u>	Operating	Capital Improvement Program	04/05/2022	Difference
			2022-23 Budget	
Facility Sub-Lease - AP Tech Drug & Alcohol	\$ 22,600		\$ 22,600	\$ -
LTF - Sales Tax Revenue Estimate - (FY 22/23)	\$ 123,000		\$ 123,000	\$ -
STAF - Estimate FY (22/23)	\$ 95,284		\$ 95,284	\$ -
State of Good Repair - Reserve (22/23)		\$ 15,694	\$ 15,694	\$ -
LCTOP Swap w/Tehama (22/23)		\$ 24,931	\$ 24,931	\$ -
Capital Reserve Transfer			\$ -	\$ -
Local Gov Collaborative - LTSA Reno Route	\$ 30,000		\$ 30,000	\$ -
FTA 5311 Operating Assistance (21/22 Grant)	\$ 79,197		\$ 79,197	\$ -
CRRSAA 5311	\$ 20,619		\$ 20,619	\$ -
FTA 5311(f) Intercity Routes (22/23 Grant)	\$ 118,000		\$ 118,000	\$ -
FTA 5311(f) CARES ACT Rnd Ops Assistance	\$ 23,925		\$ 23,925	\$ -
Farebox	\$ 47,000		\$ 47,000	\$ -
<b>Total Revenues</b>	<b>\$ 559,625</b>	<b>\$ 40,625</b>	<b>\$ 600,250</b>	<b>\$ -</b>
			<b>\$ 600,250</b>	<b>\$ 600,250</b>
<u>EXPENSES</u>			Budget 22/23	Difference
Fuel	\$ 42,450		\$ 45,000	\$ (2,550)
Insurance (Building & Liability)	\$ 7,000		\$ 7,000	\$ -
Legal Notices	\$ 1,000		\$ 1,000	\$ -
Marketing / Public Information	\$ 20,000		\$ 15,000	\$ 5,000
Professional / Specialized				\$ -
Accounting / Auditor Services	\$ 12,000		\$ 12,000	\$ -
IT Service & Support ( <i>IT Monthly</i> )	\$ 18,000		\$ 10,000	\$ 8,000
Legal Services	\$ 300		\$ 5,000	\$ (4,700)
Miscellaneous Services	\$ 4,000		\$ 5,000	\$ (1,000)
Purchased Transportation	\$ 262,000		\$ 262,000	\$ -
Supplies Consumed				\$ -
Office Supplies	\$ 5,000		\$ 5,000	\$ -
Vehicle & Shop Supplies	\$ 5,000		\$ 5,000	\$ -
Salaries / Labor	\$ 57,250		\$ 107,000	\$ (49,750)
Travel / Staff Training / Memberships	\$ 3,000		\$ 3,000	\$ -
Uniforms	\$ 1,000		\$ 1,000	\$ -
Utilities	\$ 25,000		\$ 22,000	\$ 3,000
Vehicle Maintenance & Repair	\$ 90,000		\$ 48,000	\$ 42,000
<u>CAPITAL &amp; RESERVE</u>				\$ -
Transit Property & Vehicle - Reserve		\$ 40,625	\$ 40,625	\$ -
Building Improvements - Reserve	\$ 6,625		\$ 6,625	\$ -
<b>Total Expenses</b>	<b>\$ 559,625</b>	<b>\$ 40,625</b>	<b>\$ 600,250</b>	<b>\$ -</b>
			<b>\$ 600,250</b>	<b>\$ 600,250</b>



**Modoc Transportation Agency**  
**FY 2021/22 Budget**  
**21-01b - Attachment A**

Adopted 06/07/22 (21-01b)		
<u>REVENUES</u>	Operating	Capital Improvement Program
Facility Sub-Lease - AP Tech Drug & Alcohol	\$ 22,200	
LTF - Sales Tax Revenue Estimate - (FY 21/22)	\$ 92,000	\$ 29,800
STAF - Estimate FY (21/22)	\$ 84,350	
State of Good Repair - Reserve (21/22)		\$ 15,057
LCTOP Swap w/Tehama (20/21)		\$ 10,618
Capital Reserve Transfer		
Local Gov Collaborative - LTSA Reno Route	\$ 30,000	
FTA 5311 Operating Assistance (20/21 Grant)	\$ 60,882	
FTA 5311 CRRSA Ops Assistance (20/21 Grant)	\$ 72,595	
*FTA 5311(f) Intercity Routes (21/22 Grant)	\$ 118,198	
*FTA 5311(f) CARES ACT Rnd 1 Ops Assistance	\$ 23,925	
*FTA 5311(f) CARES ACT Rnd 2 Ops Assistance		
Rural Transit Assistance Program (21/22)		
Farebox	\$ 35,000	
<b>Total Revenues</b>	<b>\$ 539,150</b>	<b>\$ 55,475</b>
	<b>\$</b>	<b>594,625</b>
<u>EXPENSES</u>		
IT Equipment & Software	\$ 6,500	
Fuel	\$ 43,000	
Insurance (Building & Liability)	\$ 6,000	
Legal Notices	\$ 500	
Marketing / Public Information	\$ 16,000	
Professional / Specialized		
Accounting / Auditor Services	\$ 13,000	
IT Service & Support ( <i>IT Monthly</i> )	\$ 10,000	
Legal Services	\$ 1,000	
Miscellaneous Services	\$ 5,000	
Purchased Transportation	\$ 255,000	
Office Supplies	\$ 5,000	
Vehicle & Shop Supplies	\$ 2,000	
Salaries / Labor	\$ 89,000	
Travel / Staff Training / Memberships	\$ 2,950	
Uniforms	\$ 1,000	
Utilities	\$ 22,000	
Vehicle Maintenance & Repair	\$ 52,000	
Building Maintenance / Improvements	\$ 9,200	
<u>CAPITAL &amp; RESERVE</u>		
Transit Property & Vehicle - Reserve		\$ 48,850
Building Improvements - Reserve		\$ 6,625
<b>Total Expenses</b>	<b>\$ 539,150</b>	<b>\$ 55,475</b>
	<b>\$</b>	<b>594,625</b>

**Modoc Transportation Agency**  
**FY 2021/22 Budget**  
**21-01b - Attachment A**

Adopted 06/07/22 (21-01b)		
<u>REVENUES</u>	Operating	Capital Improvement Program
Facility Sub-Lease - AP Tech Drug & Alcohol	\$ 22,200	
LTF - Sales Tax Revenue Estimate - (FY 21/22)	\$ 92,000	\$ 29,800
STAF - Estimate FY (21/22)	\$ 84,350	
State of Good Repair - Reserve (21/22)		\$ 15,057
LCTOP Swap w/Tehama (20/21)		\$ 10,618
Capital Reserve Transfer		
Local Gov Collaborative - LTSA Reno Route	\$ 30,000	
FTA 5311 Operating Assistance (20/21 Grant)	\$ 60,882	
FTA 5311 CRRSA Ops Assistance (20/21 Grant)	\$ 72,595	
*FTA 5311(f) Intercity Routes (21/22 Grant)	\$ 118,198	
*FTA 5311(f) CARES ACT Rnd 1 Ops Assistance	\$ 23,925	
*FTA 5311(f) CARES ACT Rnd 2 Ops Assistance		
Rural Transit Assistance Program (21/22)		
Farebox	\$ 35,000	
<b>Total Revenues</b>	<b>\$ 539,150</b>	<b>\$ 55,475</b>
	<b>\$</b>	<b>594,625</b>
<u>EXPENSES</u>		
IT Equipment & Software	\$ 6,500	
Fuel	\$ 43,000	
Insurance (Building & Liability)	\$ 6,000	
Legal Notices	\$ 500	
Marketing / Public Information	\$ 16,000	
Professional / Specialized		
Accounting / Auditor Services	\$ 13,000	
IT Service & Support ( <i>IT Monthly</i> )	\$ 10,000	
Legal Services	\$ 1,000	
Miscellaneous Services	\$ 5,000	
Purchased Transportation	\$ 255,000	
Office Supplies	\$ 5,000	
Vehicle & Shop Supplies	\$ 2,000	
Salaries / Labor	\$ 89,000	
Travel / Staff Training / Memberships	\$ 2,950	
Uniforms	\$ 1,000	
Utilities	\$ 22,000	
Vehicle Maintenance & Repair	\$ 52,000	
Building Maintenance / Improvements	\$ 9,200	
<u>CAPITAL &amp; RESERVE</u>		
Transit Property & Vehicle - Reserve		\$ 48,850
Building Improvements - Reserve		\$ 6,625
<b>Total Expenses</b>	<b>\$ 539,150</b>	<b>\$ 55,475</b>
	<b>\$</b>	<b>594,625</b>

**Modoc Transportation Agency - Fixed Asset Inventory**  
**FY 2023/24**  
(06/04/2024 Mtg)

	In Use	Scrap	Sell	Donate Gov.	Acquired	Description	Amount	Vendor	Purchases	Sales/Adj	Adj Book Bal	A/C Depre	New deprec.	Adj on Sales	Total A/C Depr	Book Value
42	X				08/14/14	Plaster - North Wall 108 S. Main	\$ 22,674.00	F.C. Bickert Comp.			\$ 22,674.00	\$ 5,164.63	\$ 755.80		\$ 5,920.43	\$ 16,753.57
43	X				09/05/14	Hydrel Lighting - Site Improvements (Park)	\$ 2,925.90	McCombs Electric			\$ 2,925.90	\$ 666.46	\$ 97.53		\$ 763.99	\$ 2,161.92
44	X				02/11/15	Cabinets & Media Center (Conf. room)	\$ 4,350.00	Dept. of Forestry			\$ 4,350.00	\$ 930.42	\$ 145.00		\$ 1,075.42	\$ 3,274.58
<b>Total Buildings</b>							<b>\$ 1,117,764.69</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,117,764.69</b>	<b>\$ 307,839.21</b>	<b>\$ 37,258.82</b>	<b>\$ -</b>	<b>\$ 345,098.04</b>	<b>\$ 772,666.65</b>
<b>Land</b>																
45	X				06/30/13	Land - Main Building	\$ 364,725.62				\$ 364,725.62	\$ -	\$ -		\$ -	\$ 364,725.62
46	X				06/30/13	Land - Shop	\$ 16,446.48				\$ 16,446.48	\$ -	\$ -		\$ -	\$ 16,446.48
47	X				11/07/13	Lot Line Adj. Parking Lot (County Transfer)	\$ 659.00				\$ 659.00	\$ -	\$ -		\$ -	\$ 659.00
48	X				01/16/14	Permit - Demo 100 S. Main	\$ 71.00	City of Alturas			\$ 71.00	\$ -	\$ -		\$ -	\$ 71.00
49	X				07/10/13	AC & Concrete	\$ 13,250.00	Laranaga Trucking			\$ 13,250.00	\$ -	\$ -		\$ -	\$ 13,250.00
50	X				07/18/13	Lot Line Adj. Parking Lot Deposit (County Transfer)	\$ 200.00	City of Alturas			\$ 200.00	\$ -	\$ -		\$ -	\$ 200.00
51	X				08/06/13	AC & Concrete	\$ 22,500.00	Laranaga Trucking			\$ 22,500.00	\$ -	\$ -		\$ -	\$ 22,500.00
52	X				09/10/13	On Site Improvements	\$ 22,500.00	Laranaga Trucking			\$ 22,500.00	\$ -	\$ -		\$ -	\$ 22,500.00
53	X				09/13/13	Land Improvements Various	\$ 5,167.29	Laranaga Trucking			\$ 5,167.29	\$ -	\$ -		\$ -	\$ 5,167.29
54	X				08/22/14	AC & Concrete	\$ 13,610.00	Laranaga Trucking			\$ 13,610.00	\$ -	\$ -		\$ -	\$ 13,610.00
55	X				10/02/14	Land/Lot Parking (Exchange w/County)	\$ 7,500.00	Modoc Co. Road Dept			\$ 7,500.00	\$ -	\$ -		\$ -	\$ 7,500.00
56	X				05/12/14	Building Demo - 104 & 106 S. Main	\$ 37,355.00	Larranaga Trucking			\$ 37,355.00	\$ -	\$ -		\$ -	\$ 37,355.00
57	X				05/27/14	Replace 245 SqFt. Of Sidewalk	\$ 2,230.00	Larranaga Trucking			\$ 2,230.00	\$ -	\$ -		\$ -	\$ 2,230.00
58	X				06/29/14	AJE - To Move Building Purchase to Land - Per Auditor	\$ 500.00				\$ 500.00	\$ -	\$ -		\$ -	\$ 500.00
59	X				06/30/14	AJE - To Move Building Purchase to Land - Per Auditor	\$ 118,696.04				\$ 118,696.04	\$ -	\$ -		\$ -	\$ 118,696.04
60	X				09/02/14	Site Improvement (Park)	\$ 25,688.25	Larranaga Trucking			\$ 25,688.25	\$ -	\$ -		\$ -	\$ 25,688.25
61	X				09/02/14	Site Improvement (Park)	\$ 2,854.25	Larranaga Trucking			\$ 2,854.25	\$ -	\$ -		\$ -	\$ 2,854.25
62	X				09/10/14	Site Improvement (Park)	\$ 38,761.28	Universal Precast			\$ 38,761.28	\$ -	\$ -		\$ -	\$ 38,761.28
63	X				09/29/14	Site Improvement (Park)	\$ 25,688.25	Larranaga Trucking			\$ 25,688.25	\$ -	\$ -		\$ -	\$ 25,688.25
64	X				09/29/14	Site Improvement (Park)	\$ 2,854.25	Larranaga Trucking			\$ 2,854.25	\$ -	\$ -		\$ -	\$ 2,854.25
65	X				10/28/14	Site Improvement (Park) - Concrete Bench	\$ 717.37	Tolar Manufacturing			\$ 717.37	\$ -	\$ -		\$ -	\$ 717.37
66	X				10/29/14	Site Improvement (Park)	\$ 25,688.25	Larranaga Trucking			\$ 25,688.25	\$ -	\$ -		\$ -	\$ 25,688.25
67	X				09/29/14	Site Improvement (Park)	\$ 2,854.25	Larranaga Trucking			\$ 2,854.25	\$ -	\$ -		\$ -	\$ 2,854.25
68	X				11/25/14	Site Improvement (Park)	\$ 27,074.25	Larranaga Trucking			\$ 27,074.25	\$ -	\$ -		\$ -	\$ 27,074.25
69	X				11/25/14	Site Improvement (Park)	\$ 3,008.25	Larranaga Trucking			\$ 3,008.25	\$ -	\$ -		\$ -	\$ 3,008.25
70	X				11/25/14	Site Improvement (Park)	\$ 1,031.88	Larranaga Trucking			\$ 1,031.88	\$ -	\$ -		\$ -	\$ 1,031.88
71	X				11/25/14	Site Improvement (Park)	\$ 114.45	Larranaga Trucking			\$ 114.45	\$ -	\$ -		\$ -	\$ 114.45
					06/30/17	Adjustment per Auditor - to Balance with Quickbooks	\$ (0.10)				\$ (0.10)	\$ -	\$ -		\$ -	\$ (0.10)
<b>Total Land</b>							<b>\$ 781,745.31</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 781,745.31</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 781,745.31</b>
<b>Total Assets</b>							<b>\$ 2,695,580.66</b>		<b>\$ 10,739.68</b>	<b>\$ -</b>	<b>\$ 2,706,320.34</b>	<b>\$ 991,068.09</b>	<b>\$ 53,519.91</b>	<b>\$ -</b>	<b>\$ 1,044,588.00</b>	<b>\$ 1,734,998.32</b>

**Modoc Transportation Agency  
Office Equipment List  
FY 2023-24  
(06/04/2024 Mtg)**

<i>In Use</i>	<i>Scrap</i>	<i>Donate Gov.</i>	<i>Date</i>	<i>Vendor</i>	<i>Description</i>	<i>Amount (Under \$5k)</i>	<i>Purchases</i>	<i>Sales / Scrap</i>
X			06/13/07	J. Thayer Company	Work Station Standup Desk	\$ 386.09		
X			06/28/10	J. Thayer Company	Sentry Fire Safe - FTA 5311 ARRA 09/10	\$ 742.58		
X			06/19/13	Merits Home Center	Refridgerator	\$ 1,799.00		
X			06/19/13	Merits Home Center	Fridgedair Dishwasher	\$ 599.00		
	X		08/06/13	Best Deal	FortiVoice - Telephone System (Best Deal)	\$ 4,745.68		\$ 4,745.69
X			10/11/13	Wal Mart	Simplicity Flat Screen TV	\$ 698.00		
X			08/21/13	Grainger Industrial	Tennsco Lockers (x2) - Garage/Shop	\$ 1,671.63		
X			08/21/14	Garage Organization	Gladiator Garage Works-Workbench/Cabinet	\$ 2,819.99		
X			09/03/14	Dept. of Forestry	Conference Tables (x5)	\$ 2,300.00		
X			05/20/22	Apex Technology Mngmnt	Dell Latitude 5000 14" Notebook Intel Core i5		\$ 1,787.43	
X			03/04/24	TCE	Allworx phone system	\$ 4,268.01		
<b>Grand Total</b>						<b>\$ 20,029.98</b>	<b>\$ 1,787.43</b>	<b>\$ 4,745.69</b>

## **Report to Modoc Transportation Agency Board Members**

Subject <b>Staff Updates and Calendar of Events</b>	Meeting Date <b>June 4, 2024</b>
Presented by <b>MTA Staff</b>	Agenda Item <b>6</b>

a. Staff Updates

- Grants have been submitted for the bus services and 2 new buses.

b. Calendar of Events – MTA Meetings

- August 6, 2024 – Annual Barbeque – begins at noon.
- October 1, 2024 – Regular Meeting

**Sage Stage Holiday Schedule (No Bus Service)**

- 07/04/24 Independence Day
- 09/02/24 Labor Day

In