



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

Paul Minchella
Director
City Mayor

Elizabeth Cavasso
Director
County Supervisor
District IV

Jodie Larranaga
Director
City Councilmember

Mark Moriarity
Director
County at Large Member

Ned Coe
Alternate
County Supervisor
District I

Brian Cox
Alternate
City Councilmember

Staff

Debbie Pedersen
Executive Director

Michelle Cox
Accountant 1

Kathy Tiffie
Assistant Secretary 2

AGENDA

REGULAR MEETING

OCTOBER 1, 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 08/06/24 MTA Regular Meeting.
 - b. Approve the minutes from the 09/05/24 MTA Special Meeting.
 - b. Financial Transactions 07/01/24 through 08/31/24
 - c. Financial Year to Date Expenditures through 8/31/24
 - d. Sage Stage Operations Stats
5. **Regular Business**
 - a. Consider authorizing the Executive Director to sign a Temporary Construction Easement with Caltrans for the property at First & Main Street.. **Action**
6. **Staff Updates and Calendar of Events** **Information**
 - a. Staff updates
 - b. Calendar of Events
7. **Closed Session - Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9** – One potential case **Information/Action**
8. **Adjourn until the next regular MTA meeting**, scheduled for December 3, 2024, (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 1, 2024
Presented by MTA Staff	Agenda Item 4

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

- a. Approve the **minutes from the 08/06/24 MTA Regular Meeting**
- b. Approve the **minutes from the 09/05/24 MTA Special Meeting**
- b. **Financial Transactions 0701/24 through 08/31/24.**
- c. **Financial Year to Date Expenditures**
- d. **Sage Stage Operations Statistics**



MODOC TRANSPORTATION AGENCY

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

MINUTES
Regular Meeting
August 6, 2024

Board Members Present

John Dederick, Chair
Kathie Rhoads, Vice Chair
Mark Moriarity
Paul Minchella
Jodie Larranaga
Elizabeth Cavasso

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

Board Members Absent

Ned Coe (Alternate)
Brain Cox (Alternate)

Board of Supervisors, District I, Modoc County
Councilmember, City of Alturas

Staff Present

Debbie Pedersen
Michelle Cox

Executive Director
Accountant 1

Public Present

Kathy Grah
Skip Clark
Jacque Dockery
Kathi Cravens
Jason Fogde

Caltrans District 2, Community & Regional Planning Chief
Caltrans District 2, Regional Planning Liaison
Sage Stage Driver
Transdev, General Manager
Transdev, Safety Supervisor

1. **Call to Order** – Chair Dederick called the meeting to order at 1:19 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 Rhoads to Confirm Agenda, seconded by Board Member Cavasso. All Ayes; motion carried.
4. **Consent Agenda-**
 - a. Approve minutes from the June 4, 2024, MTA Regular Meeting.
 - b. Approve the financial transactions from May 1, 2024, through June 30, 2024.
 - c. Approve Year to Date Expenditures.
 - d. Sage Stage Operation Statistics.

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

5. Regular Business

- a. Consider adopting Resolution 24-02 In Appreciation of Jacque Dockery's Years of Service. Pedersen reported Jacque Dockery's last day with the Modoc Transportation Agency / Sage Stage will be August 23, 2024. Jacque has been dedicated to excellent customer service, has consistently displayed her ethical and moral traits, is very safety conscious, and been excellent to work with. Jacque was hired April 9, 2012, and she will be greatly missed.

Motion by Board Member Cavasso to adopt Resolution 24-02 In Appreciation of Jacque Dockery's Years of Service, seconded by Board Member Minchella. All Ayes; motion carried.

- b. MTA account restructuring and reporting. Pedersen explained Monica Derner, CPA and Michelle Cox, Accountant, have been working on restructuring the accounts in QuickBooks & updating financial reporting.

- c. Consider authorizing the Executive Director to open a MTA Vehicle Reserve Account at Plumas Bank.

Pedersen reported, Monica Derner, CPA has recommended opening a MTA vehicle reserve account at Plumas Bank. A new bank account will eliminate vehicle reserve sub accounts in QuickBooks.

Motion by Board Member Cavasso to authorize the Executive Director to open a MTA Vehicle Reserve Account at Plumas Bank, seconded by Board Member Rhoads. All Ayes; motion carried.

6. System Update, Communications, and Calendar

- a. Staff Update

Pedersen reported Transdev has hired Darin Habig as a new Sage Stage driver. Once he has finished his training and testing, he will be employed full-time.

MTA has begun taking the Sage Stage bus fleet to Alturas Tire for all vehicle maintenance. Kendall's Mobile Mechanic has been notified his services are no longer needed.

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

09/02/24 Labor Day Holiday; Office Closed- No Bus Service

10/01/24 MTA Meeting following the MCTC Meeting

7. Adjournment

Motion to adjourn by Board Member Minchella at 1:25 p.m. seconded by Board Member Moriarity. All Ayes, motion carried. The next regular meeting will be Tuesday, October 1, 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

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

MINUTES
Special Meeting
September 5, 2024

Board Members Present

John Dederick, Chair
Kathie Rhoads, Vice Chair
Mark Moriarity
Paul Minchella
Jodie Larranaga

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

Board Members Absent

Elizabeth Cavasso
Ned Coe (Alternate)
Brain Cox (Alternate)

Board of Supervisors, District IV, Modoc County
Board of Supervisors, District I, Modoc County
Councilmember, City of Alturas

Staff Present

Debbie Pedersen Executive Director

Public Present

None

1. **Call to Order** – Chair Dederick called the meeting to order at 11:00 a.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 Rhoads to Confirm Agenda, seconded by Board Member Moriarity. All Ayes; motion carried.
4. **Closed Session – Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9** – One potential case **Action**
No action was taken by the Board.
7. **Adjournment**
Motion to adjourn by Board Member Rhoads at 11:44 a.m. seconded by Board Member Minchella. All Ayes, motion carried. The next regular meeting will be Tuesday, October 1, 2024, in the Sage Stage Conference Room, 108 S. Main Street, Alturas at 1:50 p.m. or soon thereafter.

Submitted by,

Debbie Pedersen
Executive Director

Modoc Transportation Agency Financial Transactions - Operating Account July 1, 2024 through August 31, 2024

Type	Date	Num	Name	Memo	Amount	Balance
Plumas Operating 0477						487,623.57
Bill Pmt -Check	07/01/2024	4202	Apex Technology Manag...	Inv. # APXQ317...	-1,460.88	486,162.69
Bill Pmt -Check	07/01/2024	4203	Quail Mountain, Inc.	Inv#137777 Jun...	-39.99	486,122.70
Deposit	07/01/2024			Deposit	112.00	486,234.70
Deposit	07/01/2024			Deposit	44.00	486,278.70
Bill Pmt -Check	07/01/2024	70124	T-Net Broadband Intern...	Cust# 740471	-48.00	486,230.70
Deposit	07/01/2024			Deposit	451.75	486,682.45
Bill Pmt -Check	07/01/2024	4176	Ed Staub & Sons	231007	-4,279.53	482,402.92
Bill Pmt -Check	07/01/2024	63024	Basys Processing	Merch# 434580...	-115.94	482,286.98
Bill Pmt -Check	07/02/2024	4177	Modoc Media dba Modo...	June 2024 State...	-998.52	481,288.46
Bill Pmt -Check	07/02/2024	4178	Fredrick Janitorial	July 2024	-750.00	480,538.46
Deposit	07/02/2024			Deposit	34.00	480,572.46
Deposit	07/02/2024			Deposit	122.50	480,694.96
Deposit	07/03/2024			Deposit	44.00	480,738.96
Bill Pmt -Check	07/03/2024	4179	Frank Willis	Annual Service ...	-711.00	480,027.96
Deposit	07/03/2024			Deposit	100.00	480,127.96
Deposit	07/03/2024			Deposit	276.00	480,403.96
Bill Pmt -Check	07/03/2024	70124	TCE	Acct# R229-000...	-49.54	480,354.42
Deposit	07/05/2024			Deposit	300.50	480,654.92
Bill Pmt -Check	07/05/2024	70524	Verizon		-303.30	480,351.62
Deposit	07/08/2024			Deposit	27.00	480,378.62
Deposit	07/08/2024			Deposit	177.00	480,555.62
Bill Pmt -Check	07/08/2024	70224	Monica Derner CPA PC ...	Service for June...	-638.50	479,917.12
Bill Pmt -Check	07/08/2024	4180	Waste Management	Cust ID# 12-850...	-74.69	479,842.43
Bill Pmt -Check	07/09/2024	4181	EDI Media Inc	Service for June...	-150.00	479,692.43
Bill Pmt -Check	07/09/2024	4182	Apex Technology Manag...	Inv. # 1361344 ...	-1,706.25	477,986.18
Bill Pmt -Check	07/09/2024	4183	Apex Technology Manag...	Inv. # TS13612...	-1,425.53	476,560.65
Bill Pmt -Check	07/09/2024	4184	First Transit Inc	Service for June...	-22,821.83	453,738.82
Bill Pmt -Check	07/09/2024	4185	City of Alturas	Acct# MOD0280	-90.20	453,648.62
Bill Pmt -Check	07/09/2024	4186	Frontier 6422	Acct# 530-233-...	-160.36	453,488.26
Deposit	07/09/2024			Deposit	77.00	453,565.26
Bill Pmt -Check	07/09/2024	4187	Macera Appliance	July 2024	-168.00	453,397.26
Deposit	07/10/2024			Deposit	80.00	453,477.26
Deposit	07/10/2024			Deposit	497.00	453,974.26
Deposit	07/10/2024			Deposit	100.00	454,074.26
Deposit	07/10/2024			Deposit	145.00	454,219.26
Deposit	07/10/2024			Deposit	18.00	454,237.26
Deposit	07/11/2024			Deposit	32.00	454,269.26
Deposit	07/11/2024			Deposit	77.95	454,347.21
Deposit	07/12/2024			Deposit	40.00	454,387.21
Deposit	07/12/2024			Deposit	16.50	454,403.71
Deposit	07/12/2024			Deposit	239.25	454,642.96
Bill Pmt -Check	07/12/2024	4188	Alturas Tire Center	T-21 Schedule ...	-1,457.60	453,185.36
Bill Pmt -Check	07/12/2024		Basys Processing	Merch# 434580...	-40.00	453,145.36
Deposit	07/15/2024			Deposit	32.00	453,177.36
Deposit	07/15/2024			Deposit	40.00	453,217.36
Bill Pmt -Check	07/15/2024	4189	Warren Stations	July Radio Ads ...	-400.00	452,817.36
Deposit	07/15/2024			Deposit	10.00	452,827.36
Deposit	07/15/2024			Deposit	328.50	453,155.86
Deposit	07/16/2024			Deposit	226.50	453,382.36
Bill Pmt -Check	07/17/2024	4190	Frontier 6410	Acct# 530-233-...	-189.20	453,193.16
Deposit	07/17/2024			Deposit	85.50	453,278.66
Deposit	07/17/2024			Deposit	20.50	453,299.16
Deposit	07/17/2024			Deposit	400.00	453,699.16
Deposit	07/18/2024			Deposit	54.00	453,753.16
Bill Pmt -Check	07/18/2024	4191	UBEO West LLC	Acct# R-151224...	-51.42	453,701.74
Bill Pmt -Check	07/18/2024	4192	Alturas Tire Center	T-22 Schedule ...	-734.27	452,967.47
Deposit	07/18/2024			Deposit	32.00	452,999.47
Deposit	07/18/2024			Deposit	20.00	453,019.47
Bill Pmt -Check	07/19/2024	4193	Kendalls Mobile Mechan...	Inv. # 380, 383, ...	-1,882.57	451,136.90
Bill Pmt -Check	07/19/2024	4194	Greg Jones	Installation of ne...	-78.33	451,058.57
Deposit	07/19/2024			Deposit	20.00	451,078.57
Deposit	07/22/2024			Deposit	143.76	451,222.33
Deposit	07/22/2024			Deposit	27.00	451,249.33
Deposit	07/22/2024			Deposit	44.00	451,293.33
Deposit	07/22/2024			Deposit	268.25	451,561.58
Deposit	07/22/2024			Deposit	15,000.00	466,561.58
Deposit	07/23/2024			Deposit	29.00	466,590.58

Modoc Transportation Agency Financial Transactions - Operating Account July 1, 2024 through August 31, 2024

Type	Date	Num	Name	Memo	Amount	Balance
Deposit	07/23/2024			Deposit	72.00	466,662.58
Deposit	07/24/2024			Deposit	66.50	466,729.08
Deposit	07/24/2024			Deposit	252.25	466,981.33
Deposit	07/25/2024			Deposit	72.00	467,053.33
Bill Pmt -Check	07/25/2024	4195	Larranaga Trucking & C...	Building Mainte...	-2,558.65	464,494.68
Deposit	07/25/2024			Deposit	62.00	464,556.68
Bill Pmt -Check	07/25/2024	4216	Modoc Media dba Modo...		-998.52	463,558.16
Deposit	07/26/2024			Deposit	166.40	463,724.56
Bill Pmt -Check	07/27/2024	4196	Pacific Power	Acct# 00902025...	-754.46	462,970.10
Deposit	07/29/2024			Deposit	16.50	462,986.60
Deposit	07/29/2024			Deposit	26.00	463,012.60
Deposit	07/29/2024			Deposit	45.50	463,058.10
Deposit	07/29/2024			Deposit	206.45	463,264.55
Deposit	07/30/2024			Deposit	16.00	463,280.55
Bill Pmt -Check	07/30/2024	72924	California Air Resources...	T-17 2024 -CAR...	-30.90	463,249.65
Deposit	07/30/2024			Deposit	141.12	463,390.77
Deposit	07/30/2024			Deposit	44.00	463,434.77
Deposit	07/31/2024			Deposit	22.00	463,456.77
Deposit	07/31/2024			Deposit	30.00	463,486.77
Deposit	07/31/2024			Deposit	211.00	463,697.77
Bill Pmt -Check	07/31/2024	4207	Ed Staub & Sons	231007	-4,456.63	459,241.14
Check	07/31/2024		Web Network		-299.90	458,941.24
Check	07/31/2024		Web Network		-299.90	458,641.34
Bill Pmt -Check	08/01/2024	80524	Verizon	Inv # 9969135555	-288.42	458,352.92
Bill Pmt -Check	08/01/2024	4197	Quail Mountain, Inc.	Inv#138355 July...	-39.99	458,312.93
Bill Pmt -Check	08/01/2024	4198	City of Alturas	Acct# MOD0280	-92.97	458,219.96
Bill Pmt -Check	08/01/2024	4199	Fredrick Janitorial	August 2024	-750.00	457,469.96
Bill Pmt -Check	08/01/2024	4200	Big Dog Electric	July 2024 Servi...	-642.93	456,827.03
Deposit	08/01/2024			Deposit	22.00	456,849.03
Bill Pmt -Check	08/01/2024	4201	Apex Technology Manag...	Inv. # TS13615...	-1,425.53	455,423.50
Deposit	08/01/2024			Deposit	77.00	455,500.50
Bill Pmt -Check	08/01/2024	80124	Amazon	Office Supplies ...	-64.00	455,436.50
Bill Pmt -Check	08/01/2024	80224	Costo Wholesale	Office Supplies ...	-125.42	455,311.08
Bill Pmt -Check	08/01/2024	80324	T-Net Broadband Intern...	Cust# 740471	-48.00	455,263.08
Bill Pmt -Check	08/01/2024	4208	Ed Staub & Sons	231007	-1.00	455,262.08
Bill Pmt -Check	08/01/2024	4211	First Transit Inc	Service for July ...	-26,223.43	429,038.65
Deposit	08/02/2024			Deposit	30.00	429,068.65
Deposit	08/02/2024			Deposit	900.00	429,968.65
Deposit	08/02/2024			Deposit	217.50	430,186.15
Bill Pmt -Check	08/03/2024	4204	Kendalls Mobile Mechan...	Inv. # 302, 325, ...	-2,507.54	427,678.61
Bill Pmt -Check	08/03/2024	80424	TCE	Acct# R229-000...	-49.57	427,629.04
Bill Pmt -Check	08/03/2024	4205	EDI Media Inc	Service for July ...	-150.00	427,479.04
Bill Pmt -Check	08/03/2024	4206	Frank Willis	Annual Service ...	-532.45	426,946.59
Bill Pmt -Check	08/05/2024	80524	Basys Processing	Merch# 434580...	-119.68	426,826.91
Deposit	08/05/2024			Deposit	1.00	426,827.91
Deposit	08/05/2024			Deposit	300.75	427,128.66
Bill Pmt -Check	08/06/2024	4209	Kendalls Mobile Mechan...	Inv. # 274, 377, ...	-6,108.47	421,020.19
Deposit	08/06/2024			Deposit	30.00	421,050.19
Deposit	08/06/2024			Deposit	15.00	421,065.19
Bill Pmt -Check	08/06/2024	4210	Warren Stations	August 2024 Ra...	-400.00	420,665.19
Bill Pmt -Check	08/07/2024	4212	Frontier 6422	Acct# 530-233-...	-146.72	420,518.47
Bill Pmt -Check	08/07/2024	4213	Debbie Pedersen	Reimburs. Cell ...	-194.97	420,323.50
Deposit	08/07/2024			Deposit	118.50	420,442.00
Deposit	08/08/2024			Farebox deposit	20.50	420,462.50
Deposit	08/08/2024			Deposit	47.00	420,509.50
Bill Pmt -Check	08/08/2024	80824	Amazon	Office Supplies ...	-86.94	420,422.56
Deposit	08/09/2024			Deposit	109.00	420,531.56
Deposit	08/09/2024			Deposit	497.00	421,028.56
Deposit	08/09/2024			Deposit	54.00	421,082.56
Deposit	08/09/2024			Deposit	64.00	421,146.56
Deposit	08/09/2024			Deposit	305.25	421,451.81
Bill Pmt -Check	08/10/2024	81024	Basys Processing	Merch# 434580...	-40.00	421,411.81
Deposit	08/12/2024			Deposit	22.00	421,433.81
Deposit	08/12/2024			Deposit	166.50	421,600.31
Deposit	08/13/2024			Deposit	10.00	421,610.31
Bill Pmt -Check	08/13/2024	4214	Waste Management	Cust ID# 12-850...	-74.69	421,535.62
Bill Pmt -Check	08/13/2024	4215	Alturas Tire Center	T-22 Schedule ...	-367.39	421,168.23
Deposit	08/13/2024			Deposit	22.00	421,190.23

Modoc Transportation Agency Financial Transactions - Operating Account July 1, 2024 through August 31, 2024

Type	Date	Num	Name	Memo	Amount	Balance
Deposit	08/13/2024			Deposit	26.00	421,216.23
Deposit	08/13/2024			Deposit	139.50	421,355.73
Deposit	08/14/2024			Deposit	24.00	421,379.73
Bill Pmt -Check	08/14/2024	4217	Big Dog Electric	August 2024 Se...	-100.00	421,279.73
Bill Pmt -Check	08/14/2024	4218	Frontier 6410	Acct# 530-233-...	-175.03	421,104.70
Deposit	08/14/2024			Deposit	45.50	421,150.20
Deposit	08/14/2024			Deposit	27.00	421,177.20
Deposit	08/14/2024			Deposit	32.00	421,209.20
Deposit	08/14/2024			Deposit	249.00	421,458.20
Deposit	08/15/2024			Deposit	104.50	421,562.70
Deposit	08/16/2024			Deposit	113.50	421,676.20
Deposit	08/16/2024			Deposit	25.00	421,701.20
Deposit	08/19/2024			Deposit	26.00	421,727.20
Deposit	08/20/2024			Deposit	254.00	421,981.20
Deposit	08/20/2024			Deposit	28.00	422,009.20
Bill Pmt -Check	08/20/2024	4219	Modoc Media dba Modo...	Legal Notices R...	-42.00	421,967.20
Bill Pmt -Check	08/20/2024	4220	UBEO West LLC	Acct# R-151224...	-185.46	421,781.74
Deposit	08/20/2024			Deposit	25.00	421,806.74
Deposit	08/20/2024			Deposit	111.00	421,917.74
Deposit	08/20/2024			Deposit	117.00	422,034.74
Deposit	08/21/2024			Deposit	100.00	422,134.74
Deposit	08/21/2024			Deposit	32.00	422,166.74
Deposit	08/21/2024			Deposit	326.50	422,493.24
Deposit	08/22/2024			Deposit	33.00	422,526.24
Deposit	08/22/2024			Deposit	110.00	422,636.24
Deposit	08/22/2024			Deposit	11.00	422,647.24
Deposit	08/23/2024			Deposit	288.25	422,935.49
Bill Pmt -Check	08/26/2024	82524	Amazon	Office Supplies ...	-53.52	422,881.97
Bill Pmt -Check	08/26/2024	82624	Amazon	Office Supplies ...	-121.20	422,760.77
Bill Pmt -Check	08/26/2024	4221	Daren Habig	August 11, 14, 1...	-663.30	422,097.47
Deposit	08/26/2024			Deposit	62.00	422,159.47
Deposit	08/26/2024			Deposit	104.00	422,263.47
Deposit	08/26/2024			Deposit	15,000.00	437,263.47
Deposit	08/27/2024			Deposit	19.00	437,282.47
Deposit	08/27/2024			Deposit	10.00	437,292.47
Deposit	08/28/2024			Deposit	22.00	437,314.47
Deposit	08/28/2024			Deposit	85.00	437,399.47
Bill Pmt -Check	08/28/2024	4222	Pacific Power	Acct# 00902025...	-773.46	436,626.01
Deposit	08/28/2024			Deposit	301.50	436,927.51
Deposit	08/29/2024			Deposit	25.00	436,952.51
Bill Pmt -Check	08/29/2024	4226	Modoc Media dba Modo...		-1,248.15	435,704.36
Deposit	08/30/2024			Deposit	6.00	435,710.36
Bill Pmt -Check	08/31/2024	4228	Ed Staub & Sons		-3,712.44	431,997.92
Total Plumas Operating 0477					-55,625.65	431,997.92
TOTAL					-55,625.65	431,997.92

Modoc Transportation Agency Profit & Loss Budget vs. Actual July through August 2024

	Jul - Aug 24	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
FAREBOX			
Dial A Ride	2,625.05		
Klamath Falls	507.00		
Redding	857.12		
Reno	7,169.26		
FAREBOX - Other	0.00	48,000.00	-48,000.00
Total FAREBOX	11,158.43	48,000.00	-36,841.57
GRANT REVENUE			
CARES 5311 ARPA	0.00	74,518.00	-74,518.00
CARES 5311 Round 2	0.00	151,919.00	-151,919.00
FTA 5311 Operating Assist	0.00	87,730.00	-87,730.00
FTA 5311(f) CARES ARPA	0.00	208,861.00	-208,861.00
FTA 5311(f) Inter-City	0.00	96,651.00	-96,651.00
Local Govt Collab-LTSA Reno	0.00	30,000.00	-30,000.00
Total GRANT REVENUE	0.00	649,679.00	-649,679.00
LCTOP Swap Tehama	0.00	0.00	0.00
LTF Sales Tax	0.00	40,600.00	-40,600.00
Rents & Lease Income	3,849.90	22,650.00	-18,800.10
STAF Estimate	0.00	110,767.00	-110,767.00
State of Good Repair	0.00	3,246.00	-3,246.00
Total Income	15,008.33	874,942.00	-859,933.67
Expense			
Building Maintenance	821.26	6,625.00	-5,803.74
Depreciation Expense	12,744.22		
FUEL & LUBRICANTS			
DEF	72.08		
Dial A Ride	2,749.22		
Klamath Falls	456.75		
Redding	812.20		
Reno	4,078.82		
FUEL & LUBRICANTS - Other	0.00	48,000.00	-48,000.00
Total FUEL & LUBRICANTS	8,169.07	48,000.00	-39,830.93
Insurance Expense	7,538.00	8,000.00	-462.00
Labor - Contract Admin	0.00	130,000.00	-130,000.00
Legal Notices	42.00	1,000.00	-958.00
Marketing & Promotions	3,196.67	16,000.00	-12,803.33
PROFESSIONAL FEES			
Accounting & Auditing	0.00	55,000.00	-55,000.00
IT Service & Support	2,851.06	12,000.00	-9,148.94
Legal	0.00	5,000.00	-5,000.00
Other	1,699.68	5,000.00	-3,300.32
PROFESSIONAL FEES - Other	0.00	0.00	0.00
Total PROFESSIONAL FEES	4,550.74	77,000.00	-72,449.26
PURCHASED TRANSPORTATION			
Administration	116.05		
Dial A Ride	12,245.31		
Klamath Falls	1,188.10		
Redding	2,596.68		
Reno	8,656.87		
Sick Leave	58.02		
Vacation - Holiday	1,392.40		
PURCHASED TRANSPORTATION - Other	0.00	334,469.00	-334,469.00
Total PURCHASED TRANSPORTATION	26,253.43	334,469.00	-308,215.57
Supplies - Bus & Shop	0.00	8,000.00	-8,000.00
Supplies - Office Supplies	619.08	8,000.00	-7,380.92

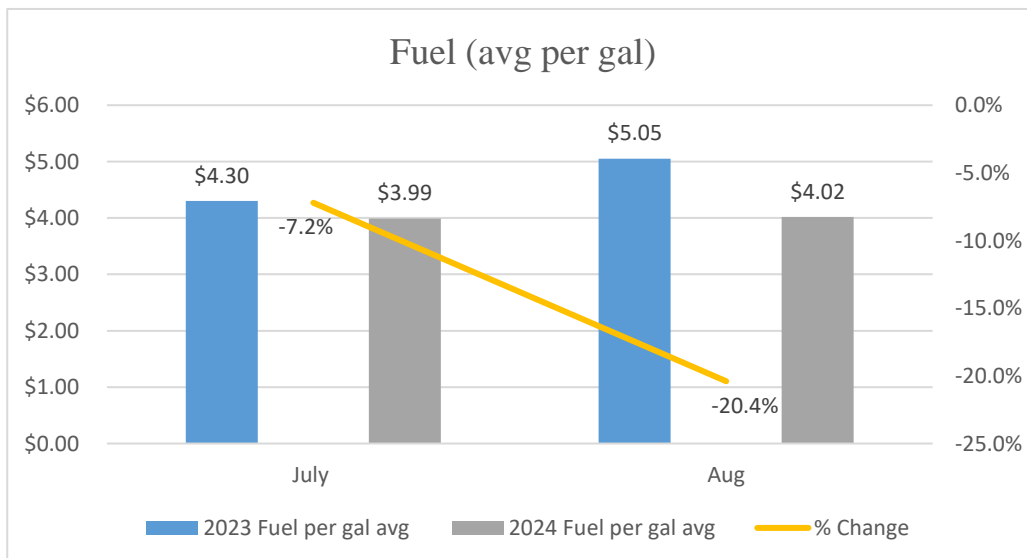
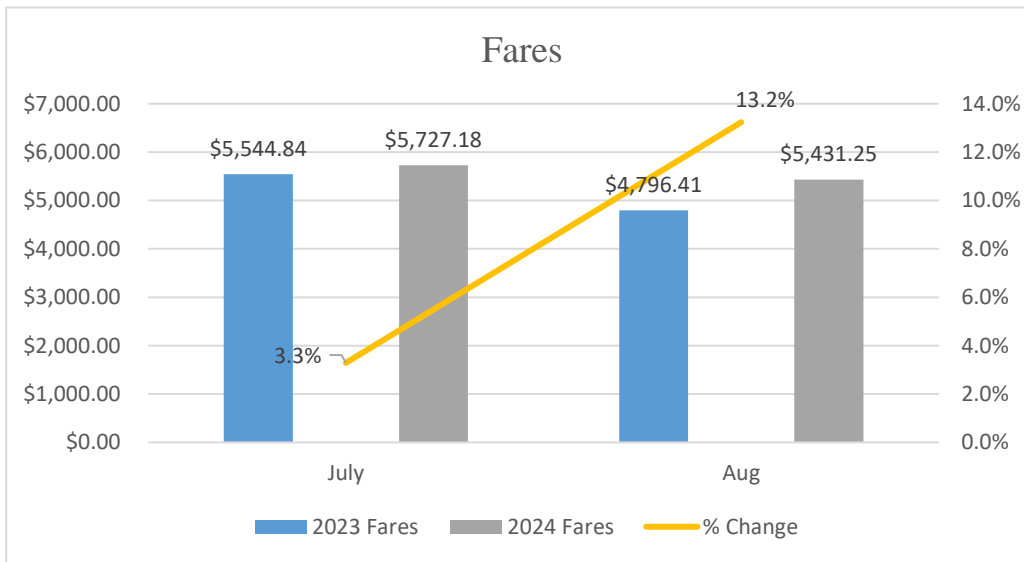
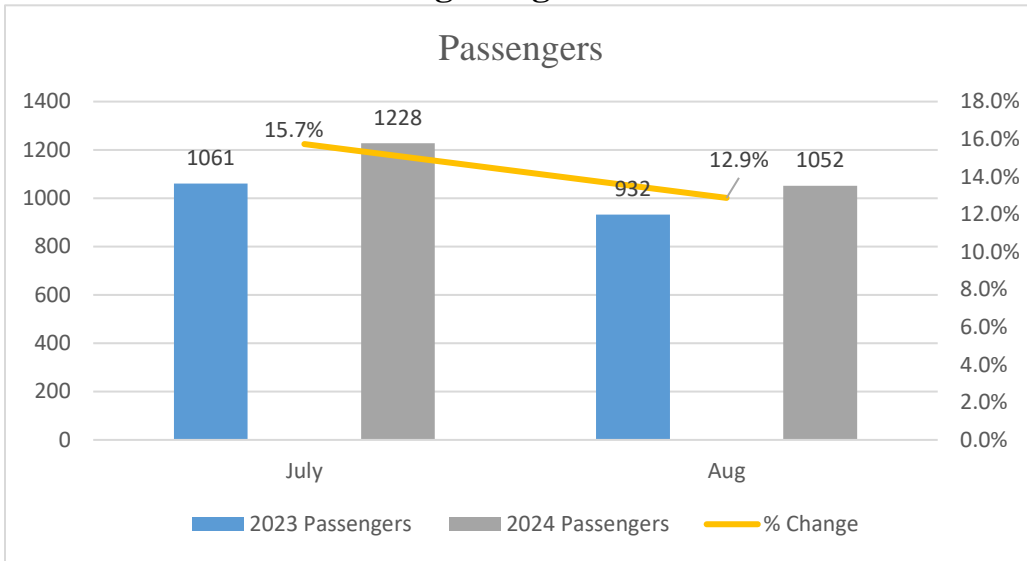
Modoc Transportation Agency Profit & Loss Budget vs. Actual July through August 2024

	Jul - Aug 24	Budget	\$ Over Budget
Travel & Training	663.30	3,598.00	-2,934.70
Uniforms	0.00	500.00	-500.00
UTILITIES			
Electricity	1,527.92		
Equipment Maintenance	236.88		
Garbage	149.38		
Internet	96.00		
Propane	1.00		
Telephone - Cells & Dispatch	483.39		
Telephone - Land Lines	770.42		
Water	223.16		
UTILITIES - Other	0.00	30,000.00	-30,000.00
Total UTILITIES	3,488.15	30,000.00	-26,511.85
VEHICLE MAINTENANCE			
T17	3,325.93		
T19	218.50		
T20	465.95		
T21	1,731.60		
T22	1,386.66		
VEHICLE MAINTENANCE - Other	0.00	48,000.00	-48,000.00
Total VEHICLE MAINTENANCE	7,128.64	48,000.00	-40,871.36
Total Expense	75,214.56	719,192.00	-643,977.44
Net Ordinary Income	-60,206.23	155,750.00	-215,956.23
Other Income/Expense			
Other Income			
Interest Income	7,403.31		
Total Other Income	7,403.31		
Other Expense			
Transit Property & Vehicle	0.00	155,750.00	-155,750.00
Total Other Expense	0.00	155,750.00	-155,750.00
Net Other Income	7,403.31	-155,750.00	163,153.31
Net Income	-52,802.92	0.00	-52,802.92

Modoc Transportation Agency
Balance Sheet
As of August 31, 2024

	<u>Aug 31, 24</u>
ASSETS	
Current Assets	
Checking/Savings	
LAIF	663,552.48
Plumas Operating 0477	431,997.92
Total Checking/Savings	<u>1,095,550.40</u>
Accounts Receivable	
Accounts Receivable	333,840.99
Total Accounts Receivable	<u>333,840.99</u>
Other Current Assets	
Other Receivable	599.80
Total Other Current Assets	<u>599.80</u>
Total Current Assets	<u>1,429,991.19</u>
Fixed Assets	
Accumulated Depreciation	-1,074,725.00
Buildings	1,117,764.69
Bus Shelters	42,566.98
Land	781,745.31
Office Furniture & Equipment	42,452.75
Vehicles	733,654.42
Total Fixed Assets	<u>1,643,459.15</u>
TOTAL ASSETS	<u>3,073,450.34</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	16,141.50
Total Accounts Payable	<u>16,141.50</u>
Total Current Liabilities	<u>16,141.50</u>
Total Liabilities	16,141.50
Equity	
Net Position	3,109,989.30
Opening Balance Equity	122.46
Net Income	-52,802.92
Total Equity	<u>3,057,308.84</u>
TOTAL LIABILITIES & EQUITY	<u>3,073,450.34</u>

Sage Stage Statistics



Report to Modoc Transportation Agency Board Members	
Subject Regular Business	Meeting Date October 1, 2024
Presented by MTA Staff	Agenda Item 5

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

- a. Consider authorizing the Executive Director to sign a Temporary Construction Easement with Caltrans for property access at First & Main Streets. *Action*

PAYEE DATA RECORD(Required when receiving payment from the State of California in lieu of IRS W-9 or W-7)
STD 204 (Rev. 03/2021)**Section 1 – Payee Information****NAME** (This is required. Do not leave this line blank. Must match the payee's federal tax return)

Modoc Transportation Agency

BUSINESS NAME, DBA NAME or DISREGARDED SINGLE MEMBER LLC NAME (If different from above)**MAILING ADDRESS** (number, street, apt. or suite no.) (See instructions on Page 2)

108 S Main Street

CITY, STATE, ZIP CODE

Alturas, CA 96101

E-MAIL ADDRESS

dpedersen@modoctransportation.com

Section 2 – Entity Type**Check one (1) box only that matches the entity type of the Payee listed in Section 1 above.** (See instructions on page 2) **SOLE PROPRIETOR / INDIVIDUAL** **SINGLE MEMBER LLC** *Disregarded Entity owned by an individual* **PARTNERSHIP** **ESTATE OR TRUST****CORPORATION** (see instructions on page 2) **MEDICAL** (e.g., dentistry, chiropractic, etc.) **LEGAL** (e.g., attorney services) **EXEMPT** (e.g., nonprofit) **ALL OTHERS****Section 3 – Tax Identification Number**Enter your Tax Identification Number (TIN) in the appropriate box. The TIN must match the name given in Section 1 of this form. Do not provide more than one (1) TIN. The TIN is a 9-digit number. **Note:** Payment will not be processed without a TIN.

- For **Individuals**, enter SSN.
- If you are a **Resident Alien**, and you do not have and are not eligible to get an SSN, enter your ITIN.
- Grantor Trusts (such as a Revocable Living Trust while the grantors are alive) may not have a separate FEIN. Those trusts must enter the individual grantor's SSN.
- For **Sole Proprietor or Single Member LLC (disregarded entity)**, in which the sole member is an individual, enter SSN (ITIN if applicable) or FEIN (FTB prefers SSN).
- For **Single Member LLC (disregarded entity)**, in which the sole member is a business entity, enter the owner entity's FEIN. Do not use the disregarded entity's FEIN.
- For all other entities including LLC that is taxed as a corporation or partnership, estates/trusts (with FEINs), enter the entity's FEIN.

Social Security Number (SSN) or Individual Tax Identification Number (ITIN)

_____ - _____ - _____

OR

Federal Employer Identification Number (FEIN)

6 8 - 0 4 5 8 0 2 1

Section 4 – Payee Residency Status (See instructions)

- CALIFORNIA RESIDENT** – Qualified to do business in California or maintains a permanent place of business in California.
- CALIFORNIA NONRESIDENT** – Payments to nonresidents for services may be subject to state income tax withholding.
- No services performed in California
- Copy of Franchise Tax Board waiver of state withholding is attached.

Section 5 – Certification*I hereby certify under penalty of perjury that the information provided on this document is true and correct. Should my residency status change, I will promptly notify the state agency below.***NAME OF AUTHORIZED PAYEE REPRESENTATIVE**

Debbie Pedersen

TITLE

Executive Director

E-MAIL ADDRESS

dpedersen@modoctransportation.com

SIGNATURE**DATE****TELEPHONE** (include area code)

530-233-6410

Section 6 – Paying State Agency

Please return completed form to:

STATE AGENCY/DEPARTMENT OFFICE

California Department of Transportation

UNIT/SECTION

0410

MAILING ADDRESS

1031 Butte St MS35

FAX

530-225-3021

TELEPHONE (include area code)

530-812-6792

CITY

Redding

STATE

CA

ZIP CODE

96001

E-MAIL ADDRESS

deborah.petersen@dot.ca.gov

-
- acquired for such public improvement, other than that due to physical deterioration within the reasonable control of the owner or occupant; and
- d. Does not reflect any consideration of or allowance for any relocation assistance and payments or other benefits which the owner is entitled to receive under an agreement with the Department of Transportation.
5. Pursuant to Code of Civil Procedure Section 1263.025 should you elect to obtain an independent appraisal, the Department will pay for the actual reasonable costs up to five thousand dollars (\$5,000) subject to the following conditions:
- a. You, not the Department of Transportation (Department), must order the appraisal. Should you enter into a contract with the selected appraiser, the Department will not be a party to the contract;
 - b. The selected appraiser is licensed with the Bureau of Real Estate Appraisers (BREAA), formerly known as the Office of Real Estate Appraisers;
 - c. Appraisal cost reimbursement requests must be made in writing, and submitted to the Department of Transportation at 1031 Butte Street MS 35, Redding, CA 96001 within ninety (90) days of the earliest of the following dates: (1) the date the selected appraiser requests payment from you for the appraisal; or, (2) the date upon which you, or someone on your behalf, remitted full payment to the selected appraiser for the appraisal. Copies of the contract (if a contract was made), appraisal report, and the invoice for the completed work by the appraiser must be provided to the Department of Transportation concurrent with submission of the Appraisal Cost Reimbursement Agreement. The costs must be reasonable and justifiable.
6. The owner of a business conducted on a property to be acquired or conducted on the remaining property which will be affected by the purchase of the required property, may be entitled to compensation for the loss of goodwill. Entitlement is contingent upon the property owner's ability to prove such loss in accordance with the provisions of Sections 1263.510 and 1263.520 of the Code of Civil Procedure.
7. If you ultimately elect to reject the State's offer for your property, you are entitled to have the amount of compensation determined by a court of law in accordance with the laws of the State of California.
8. You are entitled to receive all benefits that are available through donation to the State of California of all or part of your interest in the real property sought to be acquired by the Department of Transportation as set out in Streets and Highways Code Sections 104.2 and 104.12.
-

RIGHT OF WAY CONTRACT**STATE HIGHWAY**

RW 8-3 (Rev. 6/95)

CONFIDENTIAL

This document contains personal information, and pursuant to Civil Code 1798.21, it shall be kept confidential in order to protect against unauthorized disclosure.

Page 1 of 5

APN 003-232-005, 012, 013 and 014

District	County	Route	P.M.	E.A. / Project ID.	Program	Fed. Ref.	Name	Parcel
02	MOD	395	22.05	OJ590/ 0219000139	SHOPP	NA	Modoc Transportation Agency	15749-1

_____, California

_____, 2024

Modoc County Transportation Agency

Grantors

RIGHT OF WAY CONTRACT - STATE HIGHWAY

Document No. 15749-1 in the form of a Temporary Construction Easement, to the State of California particularly described in Clause 11 below, covering the property as delineated on the attached map identified as Exhibit "A", has been executed and delivered to DEBBIE PETERSEN, Right of Way Agent for the State of California.

In consideration of which, and the other considerations hereinafter set forth, it is mutually agreed as follows:

1. (A) The parties have herein set forth the whole of their agreement. The performance of this agreement constitutes the entire consideration for said document and shall relieve the State of all further obligation or claims on this account, or on account of the location, grade or construction of the proposed public improvement.
- (B) Grantee requires said property described as Document No. 15749 for State highway purposes, a public use for which Grantee has the authority to exercise the power of eminent domain. Grantors are compelled to sell, and Grantee is compelled to acquire the property.
- (C) Both Grantors and Grantee recognize the expense, time, effort, and risk to both parties in determining the compensation for the property by

eminent domain litigation. The compensation set forth herein for the property is in compromise and settlement, in lieu of such litigation.

- (D) The parties to this agreement shall, pursuant Section 21.7(a) of Title 49, Code of Federal Regulations, comply with all elements of Title VI of the Civil Rights Act of 1964. This requirement under Title VI and the Code of Federal Regulations is to complete the USDOT- Non-Discrimination Assurance requiring compliance with Title VI of the Civil Rights Act of 1964, 49 C.F.R. Part 21 and 28 C.F.R. Section 50.3.
- (E) No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity that is the subject of this agreement.
2. The State shall pay the undersigned Grantors the sum of **\$4,400.00 (\$3,400.00 in Fair Market Value Just Compensation plus a \$1,000.00 Incentive Payment as described in Clause 3 below)** for the property rights conveyed in this transaction.
 3. In addition to Fair Market Value Just Compensation, it is agreed by and between the parties hereto that the amount in **Clause 2 above includes a payment of \$1,000.00 as an incentive** to the Grantors for the timely signing of this Right of Way Contract. This Incentive Payment offer will expire sixty (60) days from the Initiation of Negotiations, which occurred on **09-03-2024**.
 4. The State shall pay all escrow and recording fees, interest, notary fees, and related miscellaneous expenses incurred in this transaction, and if title insurance is desired by the state, the premium charged therefore. Said escrow and recording charges shall not, however, include documentary transfer taxes (as State is exempt from such taxes). This transaction shall be handled through an internal escrow by the State of California, Department of Transportation, District 02, 1031 Butte Street, Redding, California, 96001.
 5. The undersigned Grantor warrants that Grantor is the owner in fee simple of the property affected by the TCE, that Modoc Transportation Agency, has the exclusive rights to grant this right.
 6. It is understood and agreed by and between the parties, hereto that this Agreement inures to the benefit of, and is binding on, the parties, their respective heirs, personal representatives, successors, and assignees.
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7. In consideration of the State's waiving the defects and imperfections in all matters of record title, the undersigned Grantors covenant and agree to indemnify and hold the State of California harmless from any and all claims that other parties may make or assert on the title to the premises. The Grantors' obligation herein to indemnify the State shall not exceed the amount paid to the Grantors under this contract.
 8. Grantors warrant that there are no oral or written leases on all or any portion of the property exceeding a period of one month, and the Grantors agree to hold State harmless and reimburse State for any and all of its losses and expenses occasioned by reason of any lease of said property held by any tenant of Grantors for a period exceeding one month. Grantors acknowledge that a waiver will be required from any lessee that has a lease term exceeding one month. Said waiver is to be provided prior to the close of escrow.
 9. It is understood and agreed that the amount payable in Clause 2 above includes compensation in full for the actual possession and use of the TCE, identified as Parcel No 15749-1, for the period commencing on OCTOBER 06, 2025 and terminating on JANUARY 03, 2028. If said parcel is no longer necessary for construction purposes, this TCE may be terminated prior to the above date by the Grantee upon written notice to the Grantors.

This TCE identified as Parcel No 15749-1 is needed to conform ADA curb ramp and sidewalk. Said easement shall be for a period of TWENTY-SEVEN (27) months.

Permission is hereby granted the State or its authorized agent to enter upon Grantors' land where necessary within the TCE area shown on the map marked Exhibit "A" attached hereto and made a part hereof.

10. It is understood and agreed by and between the parties hereto that included in the amount payable under Clause 2 above is payment in full to compensate Grantor for the following improvements:

Said improvements consist of: 75 SF concrete brick. Concrete wall with decorative art to be protected in place.

The State, or its agent, is hereby granted the right to enter upon the remaining property of the Grantors for the purpose of removing said improvements

11. All work done under this agreement shall conform to all applicable building, fire and sanitary laws, ordinances, and regulations relating to such work, and shall be done in a good and workmanlike manner. All structures, improvements or other
-

facilities, when removed, and relocated, or reconstructed by the State, shall be left in as good condition as found.

12. State agrees to indemnify and hold harmless Grantors from any liability arising out of State's operations under this agreement. State further agrees to assume responsibility for any damages proximately caused by reason of State's operations under this agreement and State will, at its option, either repair or pay for such damage.
 13. It is agreed that the net proceeds of the amount payable under Clause 2 above shall be paid to Modoc Transportation Agency.
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Report to Modoc Transportation Agency Board Members	
Subject Staff Updates and Calendar of Events	Meeting Date October 1, 2024
Presented by MTA Staff	Agenda Item 6

a. Staff Updates

- CHP Terminal Inspection in October

b. Calendar of Events – MTA Meetings

- December 1, 2024
- February 4, 2025

Sage Stage Holiday Schedule (No Bus Service)

November 28, 29, 2024 - Thanksgiving and the day after

Report to Modoc Transportation Agency Board Members	
Subject Closed Session	Meeting Date October 1, 2024
Presented by MTA Staff	Agenda Item 7

- a. **Closed Session – Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9 – One potential case** *Action*