



108 S. Main Street
Alturas, CA 96101-3936
(530) 233-6410 Phone

Meets Regularly
First Tuesday of
Even Numbered Months
at 1:30 p.m.

Commissioners

John Dederick
Chairman
City Representative

Kathie Rhoads
Vice Chair
County Supervisor III

Brian Cox
Commissioner
City Mayor

Elizabeth Cavasso
Commissioner
County Supervisor IV

Cheryl Nelson
Commissioner
City Councilmember

Mark Moriarity
Commissioner
County at Large Citizen

Ned Coe
Alternate
County Supervisor I

Paul Minchella
Alternate
City Councilmember

Staff

Debbie Pedersen
Executive Director

Michelle Cox
Executive Assistant Secretary

Vacant
Assistant Secretary I

AGENDA

REGULAR MEETING

Sage Stage Conference Room

108 S. Main St. Alturas

OCTOBER 3, 2023, at 1:30 p.m.

Teleconference Number (712) 451-0647

Access Code 113785

1. Call to Order

- Pledge of Allegiance
- Introductions – guests and visitors

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

- Approve the minutes from the MCTC meeting on August 1, 2023.
- Financial transactions 07/01/23 through 08/31/23.
- Year to Date expenditure report through 08/31/23.

5. Regular Business

- Consider accepting the 2022/23 PARS and GASB68 report. **Action**
- Consider amending Resolution 22-05 rev. to include language that restricted grant agreements can be approved by the Executive Director or Chair. **Action**
- Consider approving the 2023/24 Overall Work Program Amendment #1 to include the Sustainable Planning Grant awarded to MCTC from Caltrans. **Action**
- Approve the October 2023 Salary Schedule **Action**
- MCTC and MTA Funding Chart **Information**

6. Agency Updates and Project Reports

Information/Discussion

- City of Alturas Public Works Department
- Modoc County Road Department
- Caltrans District 2
- Modoc County Transportation Commission

7. Staff Update, Correspondence and Calendar

Information

- Address outstanding issues, correspondence, information, and materials received.
- Future dates and events of interest.

8. Adjourn until next MCTC Regular meeting

Action

Tuesday, December 5, 2023, at 1:30 p.m., or soon thereafter, in the Sage Stage Conference Room at 108 S. Main Street, Alturas, CA.

Report to Modoc County Transportation Commission	
Subject	Meeting Date
Consent Agenda	October 3, 2023
Presented by	Agenda Item
Not Applicable	4

ATTACHMENTS – shown in **bold** below

- a. Approve the **minutes from the August 1, 2023, meeting.**
- b. **Financial Transactions** from July 1, 2023, through August 31, 2023.
Transactions exceeding \$1,000.00

Transaction Detail	Amount/Transaction #	Explanation
Golden State Risk Mgmt Auth.	\$12,684.00/2096	Annual insurance

- c. **Year to Date Expenditure Reports**



**MODOC COUNTY
TRANSPORTATION COMMISSION**

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

**MINUTES
Regular Meeting
August 1, 2023**

Commissioners Present

John Dederick, Chair
Kathie Rhoads, Vice Chair
Mark Moriarity
Cheryl Nelson
Ned Coe (Alternate)

Representative, City of Alturas
Board of Supervisors, District III, Modoc County
Modoc County, Member at Large
Councilmember, City of Alturas
Board of Supervisors, District I, Modoc County

Commissioners Absent

Elizabeth Cavasso
Brian Cox
Paul Minchella (Alternate)

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

Staff Present

Debbie Pedersen
Michelle Cox
Heather Kolsen

Executive Director
Executive Assistant Secretary
Assistant Secretary I

Public Present

Cherie Clark
Kathy Grah
Kelly Zolotoff
Kelly Babcock
Sean Shepard
Jose Corrales
Kimiko Taguchi
Mitch Crosby
Dorothy Long
Warren Farnam
Kathi Cravens
Monica Derner

Caltrans District 2, Regional Planning Liaison
Caltrans District 2, Community & Regional Planning Chief
Caltrans District 2, SHOP & non-SHOP Coordinator
Caltrans District 2, Transit Liaison
Caltrans District 2, Chief, Asset Management
Caltrans District 2, Asset and Minor Program Coordinator
Caltrans District 2, SHOP & non-SHOP Coordinator
Modoc County Road Commissioner
City of Alturas, City Treasurer
City of Alturas, Director of Public Works
Transdev, General Manager
MCTC, Certified Public Accountant

1. **Call to Order** – Chair John Dederick called the meeting to order at 1:05 p.m. in the Sage Stage Conference Room, 108 S. Main Street, Alturas, CA.
 - a. Dederick led those present in the Pledge of Allegiance.
 - b. All meeting attendees introduced themselves.
2. **Public Forum** – There were no public comments.

3. Confirm Agenda-

Motion by Commissioner Rhoads to Confirm Agenda, seconded by Commissioner Nelson. All Ayes; motion carried.

4. Consent Agenda-

- a. Approve minutes from the June 6, 2023, MCTC Regular Meeting.
- b. Approve the financial reports from May 1, 2023, through June 30, 2023.
- c. Year to Date expenditure report through June 30, 2023.

Motion by Commissioner Coe to approve Consent Agenda, seconded by Commissioner Moriarity. All Ayes; motion carried.

5. Regular Business-

a. Confirm Social Services Transportation Advisory Council (SSTAC) appointments.

Executive Director, Debbie Pedersen explained MCTC is required to have two members on the SSTAC. Due to the recent changes in office staffing, Pedersen has been appointed as a member of the SSTAC.

Motion by Commissioner Rhoads to confirm Social Services Transportation Advisory Council (SSTAC) appointments, seconded by Commissioner Moriarity. All Ayes; motion carried.

b. Consider approving the MCTC 2023 5-year operating plan.

Pedersen reported the Operating Plan has been updated to reflect the current structure of the MCTC and update cost projections for Fiscal Years 2023/2024 through 2027/2028 the 5-year period.

Motion by Commissioner Rhoads to approve the MCTC 5-year operating plan, seconded by Commissioner Moriarity. All Ayes; motion carried.

c. Consider approving the Accountant 1 and 2 duty statements.

Executive Director, Pedersen, explained the new Accountant I and Accountant II positions that were created due to the recent restructuring of office staffing. Duty statements for each position were provided for review.

Motion by Commissioner Moriarity to approve the Accountant 1 and 2 duty statements, seconded by Commissioner Nelson. All Ayes; motion carried.

d. Consider approving the August 2023 MCTC Salary Schedule.

The August 2023 MCTC Salary Schedule has been deferred until the October 2023 MCTC Meeting. This will give the Finance Committee time to review the Salary Schedule before action is taken.

6. Agency Updates and Project Reports

a. Alturas Public Works Dept. – City Streets

Dorothy Long, City Treasurer, City of Alturas reported the West 8th Street and Court Street Projects are moving along on track.

The City of Alturas will meet with the engineers this week to discuss the completion of the East Street Project. Once the contractor corrects the substandard work that was performed the project will be ready for final closeout.

b. Modoc County Road Dept. – County Roads

Mitch Crosby, Modoc County Road Commissioner reported they have received draft plan sheets from the Consultant for the Clean California Grant Project.

c. Caltrans District 2

In the absence of Javed Iqbal, Caltrans District 2, Project Manager, Sean Shepard, Caltrans District 2, Chief Asset Management, reported on the relocation of the Secret Valley Rest Area. Due to poor ground water quality Caltrans has decided not to proceed with the relocation to the Termo, CA site. Caltrans has proposed another relocation site on US 395 at postmile 103.9 near Spanish Springs Road, Ravendale, CA.

Shepard provided a brief review on the Hwy 139 Drainage & Culvert Project, the Clean California Project, the Alturas CAPM Project, the Cedarville CAPM Project, the Goose Lake Pavement Project, and the Crowder Flat Pavement Project.

Kathy Grah, Caltrans District 2, Community & Regional Planning Chief, announced that Caltrans District 2 has newly hired Transit Liaison, Kelly Babcock. Babcock's contact information will be provided, and she will be available to answer any questions regarding transit.

Cherie Clark, Caltrans District 2, Regional Planning Liaison reported Caltrans District 2 expects to have the outcome of the grant awards from Headquarters by the end of August 2023.

Clark was pleased to announce that Modoc County was the first to submit their 4th quarter Regional Transportation Planning Agency (RTPA) Reimbursement Documents.

d. Modoc County Transportation Commission

Pedersen reported the City of Alturas will be managing the City STIP projects. Pedersen will be happy to answer any questions they have or point them in the right direction if needed.

The 2024 Draft STIP Fund Estimate is a little over 3 million for the Modoc Region, reported Pedersen.

7. Staff Update and Calendar

Calendar – consider future dates and events of interest:

09/04/23 Labor Day Holiday; Office Closed, No Bus Service

09/06/23 Modoc TAC Meeting 1:00 p.m. Sage Stage Conference Room

10/03/23 MCTC and MTA Meetings 1:30 p.m. Sage Stage Conference Room

8. Motion to Adjourn –motioned by Commissioner Coe; seconded by Commissioner Rhoads to adjourn the meeting at 1:33 p.m. All Ayes; motion carried. The next regular meeting will be Tuesday, October 3, 2023, at 1:30 p.m., or soon thereafter, in the Sage Stage Conference Room, 108 S. Main Street, Alturas, CA.

Submitted by,

Michelle Cox
Executive Assistant Secretary

10:43 AM

Modoc County Transportation Commission

09/26/23

Bank Detail for 2 Months

Accrual Basis

As of August 31, 2023

Type	Date	Num	Name	Amount
LAIF - 002 (Reserve \$300K)				
Total LAIF - 002 (Reserve \$300K)				
Plumas - Checking 0466				
LTF Contingency Fund (\$100k)				
Total LTF Contingency Fund (\$100k)				
Plumas - Checking 0466 - Other				
Bill Pmt -Check	07/01/2023	2098	Golden State Risk Management Authority	-12,684.00
Bill Pmt -Check	07/09/2023	70923	Intuit	-500.00
Bill Pmt -Check	07/09/2023	71023	Intuit	-15.00
Bill Pmt -Check	07/14/2023	2108	PARS	-695.56
Bill Pmt -Check	07/20/2023	2109	County of Modoc	-776.00
Liability Check	07/24/2023	2110	Aflac	-104.52
Liability Check	07/24/2023	2111	Edward Jones	-453.82
Liability Check	07/24/2023	2112	Golden State Risk Management Authority	-3,486.00
Liability Check	07/24/2023	2113	US Bank PARS Account #6746022500	-2,004.38
Liability Check	07/24/2023	2114	Golden State Risk Management Authority	-214.23
Check	07/26/2023	72623	FreeConferenceCall.com	-4.00
Liability Check	07/28/2023		QuickBooks Payroll Service	-11,829.48
Bill Pmt -Check	07/30/2023	73023	Intuit	-15.00
Paycheck	07/31/2023		Cox, Michelle D.	0.00
Paycheck	07/31/2023		Kolsen, Heather E	0.00
Paycheck	07/31/2023		Pedersen, Deborah	0.00
Liability Check	07/31/2023		EDD	-1,219.13
Liability Check	07/31/2023		IRS (eftps.gov)	-4,794.88
Check	07/31/2023	2115	Modoc County Record	-42.00
Bill Pmt -Check	07/31/2023	2123	Monica Derner, CPA	-1,355.00
Check	08/02/2023	2116	John Dederick	-400.00
Check	08/02/2023	2117	Kathie Rhoads	-150.00
Check	08/02/2023	2118	Mark Moriarity	-150.00
Check	08/02/2023	2119	Cheryl Nelson	-150.00
Check	08/02/2023	2120	Edwin D. Coe II	-150.00
Bill Pmt -Check	08/09/2023	2121	PARS	-695.56
Paycheck	08/16/2023	2122	Kolsen, Heather E	-1,584.39
Deposit	08/21/2023			22,548.77
Deposit	08/21/2023			26,162.28
Deposit	08/23/2023			11,431.50
Liability Check	08/25/2023	2124	Aflac	-104.52
Liability Check	08/25/2023	2125	Edward Jones	-295.10
Liability Check	08/25/2023	2126	Golden State Risk Management Authority	-3,486.00
Liability Check	08/25/2023	2127	US Bank PARS Account #6746022500	-1,895.22
Liability Check	08/25/2023	2128	Golden State Risk Management Authority	-214.23
Liability Check	08/30/2023		QuickBooks Payroll Service	-9,999.58
Paycheck	08/31/2023		Cox, Michelle D.	0.00
Paycheck	08/31/2023		Pedersen, Deborah	0.00
Liability Check	08/31/2023		IRS (eftps.gov)	-4,756.92
Liability Check	08/31/2023		EDD	-1,218.68
Bill Pmt -Check	08/31/2023	82623	FreeConferenceCall.com	-4.00
Total Plumas - Checking 0466 - Other				-5,304.65
Total Plumas - Checking 0466				-5,304.65
TOTAL				-5,304.65

10:43 AM

Modoc County Transportation Commission

09/26/23

Bank Detail for 2 Months

Accrual Basis

As of August 31, 2023

Balance
308,568.51
308,568.51
145,951.66
100,000.00
100,000.00
45,951.66
33,267.66
32,767.66
32,752.66
32,057.10
31,281.10
31,176.58
30,722.76
27,236.76
25,232.38
25,018.15
25,014.15
13,184.67
13,169.67
13,169.67
13,169.67
13,169.67
11,950.54
7,155.66
7,113.66
5,758.66
5,358.66
5,208.66
5,058.66
4,908.66
4,758.66
4,063.10
2,478.71
25,027.48
51,189.76
62,621.26
62,516.74
62,221.64
58,735.64
56,840.42
56,626.19
46,626.61
46,626.61
46,626.61
41,869.69
40,651.01
40,647.01
40,647.01
140,647.01
449,215.52

Modoc County Transportation Commission

Balance Sheet

As of August 31, 2023

	Aug 31, 23
ASSETS	
Current Assets	
Checking/Savings	
LAIF - 002 (Reserve \$300K)	308,568.51
Plumas - Checking 0466	
LTF Contingency Fund (\$100k)	100,000.00
Plumas - Checking 0466 - Other	40,647.01
Total Plumas - Checking 0466	140,647.01
Total Checking/Savings	449,215.52
Total Current Assets	449,215.52
Fixed Assets	
Fixed Asset	
Equipment / Furniture	25,752.98
Accumulated Depreciation	-25,752.98
Total Fixed Asset	0.00
Total Fixed Assets	0.00
Other Assets	
Net Pension Asset	11,576.00
Deferred Outflow of Resources	40,693.00
Total Other Assets	52,269.00
TOTAL ASSETS	501,484.52
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	190.65
Total Accounts Payable	190.65
Other Current Liabilities	
AP Trade	24,411.00
PAYROLL LIABILITIES	
Compensated Absences	17,133.62
Health insurance payable	-6.00
Total PAYROLL LIABILITIES	17,127.62
Total Other Current Liabilities	41,538.62
Total Current Liabilities	41,729.27
Long Term Liabilities	
Deferred Inflow of Resources	24,130.00
Total Long Term Liabilities	24,130.00
Total Liabilities	65,859.27
Equity	
Retained Earnings	450,280.48
Net Income	-14,655.23
Total Equity	435,625.25
TOTAL LIABILITIES & EQUITY	501,484.52

10:41 AM

09/26/23

Accrual Basis

Modoc County Transportation Commission

Profit & Loss

July through August 2023

	Jul - Aug 23
Ordinary Income/Expense	
Income	
LTF - MCTC Admin	26,162.28
RPA	22,548.77
Total Income	48,711.05
Gross Profit	48,711.05
Expense	
Commissioner Per Diem	1,000.00
Insurance	12,684.00
Legal Notices	42.00
Payroll Services / PARS Admin	1,855.00
Planning Support & Services	0.00
Payroll	
Unallocated Leave Time	5,259.27
PARS retirement -employer share	1,949.80
Simple IRA - employer share	374.46
Payroll taxes	1,882.90
Salaries	31,956.19
Health Benefits Expense	
Dental Insurance	321.96
Health Ins. - Employer Portion	5,926.20
Vision Insurance	106.50
Total Health Benefits Expense	6,354.66
Total Payroll	47,777.28
Travel / Training / Memberships	8.00
Total Expense	63,366.28
Net Ordinary Income	-14,655.23
Net Income	-14,655.23

Report to Modoc County Transportation Commission	
Subject	Meeting Date
Regular Business	October 3, 2023
Presented by	Agenda Item
MCTC Staff	5

ATTACHMENTS – shown in **bold** below.

1. Consider accepting the **2022/23 PARS and GASB 68 annual report.** *Action*
 Foster & Foster have prepared the 2022/23 PARS and GASB 68 annual reports. The GASB 68 report includes information regarding the Unfunded Liability (UL) for the PARS fund. The UL for 2022/23 is \$5,630.00 which needs to be paid by MCTC.
 Staff recommends that the MCTC approve the payment of \$5,630.00 to PARS so that there is no unfunded liability.
2. Consider adopting **Resolution 22-05 rev.** to include language for the actions that can be approved by the Executive Director or Chair for the Sustainable Planning Grant. *Action*
 Caltrans awarded the MCTC a Sustainable Planning Grant to prepare a new Short Range Transit Plan. For the Director or Chair to accept the award and submit required reimbursements, reports, and close out the annual resolution for authorized signatories needs to include acceptance of restricted grant awards and agreements.
 Staff recommend adoption of Resolution 22-05 rev.
3. Consider approving the **2023/24 Overall Work Program Amendment #1** to include the Sustainable Planning Grant awarded to MCTC from Caltrans. *Action*
 Sustainable Planning Grant – Road Maintenance and Management Act RMRA (state funds) have been conditionally awarded to MCTC which requires that the funding, scope of work, tasks, and products are included in the 2023/24 Overall Work Program and Agreement. The amount of the grant is \$84,717. (\$75,000. RMRA and \$9,717. local match-LTF). Work will commence once Caltrans has approved the amendment and agreement. We will be soliciting requests for proposals for a consultant to prepare the plan.
 Staff recommend approval of the 2023/24 Overall Work Program Amendment #1.
4. Consider approving the **October 2023 Salary Schedule.** *Action*
 The Finance Committee met and agreed to changing the salary schedule to a step/ladder schedule to be more consistent with the industry standard. They also agreed to the salaries for Accountant 1 and 2 positions. Since we currently have the Executive Assistant Secretary position in the **February 7, 2023 Salary Schedule**, it is recommended that the Executive Assistant Secretary position remain as shown in the February 7, 2023 Salary Schedule until the position is vacated to eliminate the need to meet and confer. Once the position is vacated, the October 2023 salary schedule will supersede.
 Staff recommend approval of the October 2023 Salary Schedule and retaining the February 7, 2023 Salary Schedule for the Assistant Executive Secretary position until it is vacated.
5. **MCTC and MTA Funding Chart** *Information*



MODOC COUNTY
TRANSPORTATION COMMISSION

PARS RETIREMENT PLAN



FOSTER & FOSTER
ACTUARIES AND CONSULTANTS

June 30, 2022 Actuarial Valuation
Preliminary Results

Mary Elizabeth Redding, FSA, EA, MAAA
Katherine Moore, ASA, MAAA
Joseph Herm
Foster & Foster, Inc

September 7, 2023

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DEFINITIONS

■ PVPB – Present Value of all Projected Benefits

- Expected benefit payments modeled based on:
 - Plan benefit provisions
 - Current employee/retiree population
 - Actuarial assumptions: Retirement/termination, future salary increases, longevity
 - Discounted to measurement date using discount rate (rate invested assets are expected to earn in the long-term future).

■ AAL – Actuarial Accrued Liability

- Discounted value at measurement date (valuation date) of benefits “earned” through measurement date

■ NC – Normal Cost

- Value of benefits “earned” during year after measurement date
- Benefits “earned” in proportion to expected payroll over employee’s working lifetime.



September 7, 2023

1



BENEFIT SUMMARY

■ Eligibility	■ All full-time employees on or after August 1, 2016 excluding the Executive Director ■ Age 52 with 5 years Commission service
■ Retirement Benefit	■ 2% @ 62 benefit formula ■ Benefit Factor x Final Pay x Benefit Service ■ Final Pay is highest average 36 months limited to PEPR limit (\$134,974 in 2022)
■ Service	■ Benefit service is years with Commission after 8/1/16
■ Death Benefits	■ After 5 years Commission service – spousal benefit
■ Termination	■ Refund of employee contributions with 3% interest, or ■ Deferred formula benefit calculated at termination. Requires 5 years of service if hired after 8/1/2016.
■ Disability	■ Same as termination
■ Employee Contributions	■ ½ of Normal Cost. ■ Calculated as % of pay up to PEPR pay limit. ■ Will depend on discount rate and other actuarial assumptions. ■ Reviewed in each actuarial valuation. Adjusted when normal cost increases or decreases at least 1%.



September 7, 2023

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BENEFIT SUMMARY

■ COLA	■ 2% increases per year after retirement			
■ Benefit Form	■ Single life annuity, spousal continuation benefits paid by retiree as benefit reduction			
■ Retirement Benefit Factors	Retirement		Retirement	
	<u>Age</u>	<u>2% @ 62</u>	<u>Age</u>	<u>2% @ 62</u>
	52	1.0%	58	1.6%
	53	1.1%	59	1.7%
	54	1.2%	60	1.8%
	55	1.3%	61	1.9%
	56	1.4%	62+	2.0%
	57	1.5%		



September 7, 2023

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DATA SUMMARY

Participant Statistics

	6/30/20	6/30/22
■ Actives		
• Count	3	2
• Average age	53.3	50.1
• Average Commission service	11.7	13.1
• Average benefit service	3.2	4.8
• Total payroll	\$176,210	\$117,500
■ Inactives ¹		
• Count	1	1
• Account balance	\$ 707	n/a
• Monthly benefit	n/a	\$ 392

¹ One inactive (non-retired) member as of 6/30/20 was paid a lump sum in October 2020. One new retiree as of 6/30/22.



September 7, 2023

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ACTUARIAL ASSUMPTIONS

Assumption	June 30, 2022 Valuation
■ Valuation Date	<ul style="list-style-type: none"> ■ June 30, 2022 ■ Determines contributions for fiscal years 2023/24 & 2024/25
■ Discount Rate	<ul style="list-style-type: none"> ■ 5.75% ■ Assets invested in PARS Balanced fund ■ Net of investment expenses ■ Prior valuation used 6.25%
■ Inflation	<ul style="list-style-type: none"> ■ 2.50% (2.75% in prior valuation)
■ Payroll Increase	<ul style="list-style-type: none"> ■ Merit Increases – CalPERS 2000-2019 Experience Study ■ Aggregate payroll increase – 2.75% ■ Prior valuation used CalPERS 1997-2015 Experience Study and 3.00% aggregate payroll increase
■ Mortality, Withdrawal, Disability and Retirement	<ul style="list-style-type: none"> ■ CalPERS 2000-2019 Experience Study ■ Mortality projected fully generational with Scale MP-2021 ■ Prior valuation used CalPERS 1997-2015 Experience Study and projected mortality with Scale MP-2020



September 7, 2023

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ACTUARIAL ASSUMPTIONS

Assumption	June 30, 2022 Valuation
■ Basis for Assumptions	<ul style="list-style-type: none"> ■ CalPERS experience studies used, since CalPERS covers similarly situated people ■ Mortality improvement is the most recent Society of Actuaries table ■ Inflation based on our estimate for the Plan's very long time horizon ■ Capital market assumptions based on 2021 Foster & Foster stochastic analysis, taking into account capital market assumptions of investment advisory firms



September 7, 2023

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ACTUARIAL METHODS

Method	June 30, 2022 Valuation
■ Actuarial Cost Method	■ Entry Age normal cost method
■ Administrative Expenses	■ Allowance for administrative expense paid from Trust assets added to Actuarially Determined Contribution. Set equal to percentage of beginning of year assets (0.016% based on 2021/22).
■ Amortization Method	■ Level percent of pay (payments escalate 2.75% per year)
■ Amortization Period	■ 10-year fixed period as of June 30, 2023
■ Future New Entrants	■ Closed group, no new hires. ■ Contribution rates determined in this valuation should be applied to any new employees until the next actuarial valuation.
■ Employer Accounting	■ Governed by GASB Statement 68, first applicable for the Commission 6/30/17. Accounting results will differ from those in this funding report.



September 7, 2023

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ACTUARIAL METHODS

Method	June 30, 2022 Valuation
■ Actuarial Models	■ Our valuation was performed using and relying on ProVal, an actuarial model leased from Wintech. Our use of ProVal is consistent with its intended purpose. We have reviewed and understand ProVal and its operation, sensitivities and dependencies.
■ Data Quality	■ Our valuation used census data provided by the Commission and PARS. We reviewed the data for reasonableness and resolved any questions with the Commission. We believe the resulting data can be relied on for all purposes of this valuation without limitation



September 7, 2023

8



PLAN ASSETS

Target Asset Allocation

	PARS Balanced
■ Global equity	60%
■ Fixed income	35%
■ Cash	5%
■ Total	100%



September 7, 2023

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PLAN ASSETS

Discount Rate Development

Based on 2.50% Assumed Inflation Rate

Confidence Level ²	50%
■ Expected return	5.97%
■ Investment expenses ³	<u>0.15%</u>
■ Net return after expenses	5.82%
■ Recommended discount rate	5.75%

² Based on 5000-trial stochastic modeling, the long-term average return is expected to be equal or higher than the amount shown 50% of the time.

³ Assumes passive investment strategy.



September 7, 2023

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PLAN ASSETS

Asset Reconciliation⁴

	2020/21	2021/22	2022/23
■ Market value of assets (beginning of year)	\$ 160,009 ⁵	\$ 229,741	\$ 229,009
• Member contributions	15,019	15,115	10,209
• Employer contributions	15,019	15,115	10,209
• Net investment income	40,446	(30,926)	17,763
• Benefit payments	(713)	0	(13,311)
• Expenses ⁶	<u>(39)</u>	<u>(36)</u>	<u>(26)</u>
■ Market value of assets (end of year)	229,741	229,009	253,853
■ Approximate annual return	23.3%	(12.7%)	7.8%

⁴ Based on asset reconciliation provided by PARS with adjustment for year-end contributions, as reported in the audited report: "Schedule of Changes in Fiduciary Net Position by Plan."

⁵ \$156,231 in prior valuation report. Updated to match PARS audited assets.

⁶ Excludes expenses paid outside of trust



September 7, 2023

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FUNDING RESULTS

Actuarial Obligations

■ Valuation Date	6/30/2020	6/30/2022	Projected 6/30/2023
■ Discount Rate	6.25%	5.75%	5.75%
■ Present value of benefits			
• Active employees	\$ 465,989	\$ 431,731	
• Inactives	<u>707</u>	<u>79,638</u>	
• Total	466,696	511,369	
■ Actuarial Accrued Liability (AAL)	152,906	234,639	\$ 273,961
■ Market value of assets	<u>156,231</u>	<u>229,009</u>	<u>253,853</u>
■ Unfunded AAL (UAL)	(3,325)	5,630	20,108
■ Funded ratio	102.2%	97.6%	92.7%
■ Employer normal cost (middle of year payment for 2020/21 & 2023/24)	20,570	n/a	15,480



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FUNDING RESULTS

Estimated Actuarial Gains/Losses

	Actuarial Accrued Liability	Assets	UAAL (AAL – Assets)
■ Actual 6/30/20	\$ 152,906	\$ 156,231	\$ (3,325)
■ Expected @ 6/30/22	258,985	239,399	19,586
■ Sources of gain or loss:			
• Rates from new CalPERS experience study	554		554
• Update projected mortality improvement to scale MP-2021	317		317
• Reduce inflation & discount rate	15,119		15,119
• Demographic & other experience ⁷	(40,336)		(40,336)
• Investment return loss	—	(10,390)	10,390
■ Total changes	(24,346)	(10,390)	(13,956)
■ Actual @ 6/30/22	234,639	229,009	5,630

⁷ The majority of the experience gain is due to the one new retirement



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FUNDING RESULTS

Actuarially Determined Contribution (ADC)⁸

■ Valuation Date	6/30/2020			6/30/2022	
■ Fiscal Year	2020/21	2021/22	2022/23	2023/24	2024/25
■ Discount Rate	6.25%	6.25%	6.25%	5.75%	5.75%
■ ADC - \$					
• Normal cost (employer)	\$ 20,570	\$ 21,187	\$ 21,822	\$15,480	\$15,905
• Amortization of UAL	0	0	0	2,346	2,410
• Expected administrative expenses paid from Trust	51	52	54	41	45
• Total	20,621	21,239	21,876	17,866	18,361
■ Projected payroll for FY (unlimited ⁹)	163,893	168,810	173,874	115,159	118,326
■ Employee contribution rate (% of PEPPRA-limited pay ⁴)	13.25%	13.25%	13.25%	13.25%	13.25%
■ Total employer cost (% total pay)	12.58%	12.58%	12.58%	15.51%	15.51%

⁸ Assumes middle of year payment

⁹ PEPPRA pay limits do not currently apply for any employees



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FUNDING RESULTS

Development of Employee Contribution Rate

	Rates
<ul style="list-style-type: none"> ■ Normal cost from 6/30/18 valuation (valuation date of most recent adjustment to the employee contribution rate): <ul style="list-style-type: none"> • Total normal cost rate • Final employee contribution rate (50% of total, rounded to nearest 1/4%) 	<div>26.29%</div> <div>13.25%</div>
■ Total normal cost rate from 6/30/22 valuation	26.69%
■ Change in total normal cost rate from 6/30/18 valuation	0.40%
■ Change employee contribution rate? The employee contribution rate is adjusted when the total normal cost rate changes by at least 1% of limited payroll, compared to the total normal cost rate from the valuation where the most recent adjustment was made.	No
■ Final employee contribution rate to be applied to PEPRA-limited payroll	13.25%



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PLAN RISKS

Discussion of Plan Risks

- Actuarial Standard of Practice No. 51, Assessment and Disclosure of Risk Associated with Measuring Pension Obligations and Determining Pension Plan Contributions, requires the actuary to assess and disclose the risk that actual future measurements may differ significantly from expected future measurements.
- The following table presents various measures illustrating the plan's risk:

Unfunded Liability Risk Measures	June 30, 2020	June 30, 2022
• Actuarial Accrued Liability (AAL)	\$ 152,906	\$ 234,639
• Market Value of Assets (MVA)	<u>156,231</u>	<u>229,009</u>
• Unfunded (Surplus) AAL	(3,325)	5,630
• Funded Ratio (MVA/AAL)	102.2%	97.6%
• Unfunded (Surplus) AAL/Payroll	(2.0)%	4.8%
• Projected covered payroll for year after valuation date (unlimited)	163,893	117,500



September 7, 2023

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PLAN RISKS

- Higher volatility ratios mean that changes in plan assets have a larger impact on contributions than for lower ratios. The following table presents various measures illustrating the plan's Volatility Ratios

Volatility Measures	June 30, 2020	June 30, 2022
• Asset Volatility Index (MVA/Payroll)	95.3%	194.9%
• Liability (100% Funded) Volatility Index (AAL/Payroll)	93.3%	199.7%
• Maturity Ratio (Inactive Count/Total Count)	25.0%	33.3%
• Maturity Ratio (Inactive AAL/Total AAL)	0.5%	33.9%



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PLAN RISKS

Discussion of Plan Risks

- Plan risks applicable to MCTC:
 - Investment risk – potential that investment return will be different than expected
 - Asset/liability mismatch risk – potential that changes in asset values are not matched by changes in the value of liabilities
 - Longevity risk – the potential that participants will live longer than projected
 - Contribution risk – the potential that contributions will not be paid to the plan as necessary
- While these risks are inter-related, we believe investment risk is the most significant for this plan, since poor returns reduce the plan's funded status and increase required contributions. Investment losses would increase the plan's unfunded actuarial liability by a very large percentage (changing it from surplus to underfunded) and require additional contributions to pay down the new unfunded liability.
- The scope of this valuation did not include a risk assessment – a numerical evaluation of the potential impacts of these factors on the plan's funded status or projected employer contributions.



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Low-Default-Risk Obligation Measure

- Actuarial Standard of Practice No. 4, Measuring Pension Obligations and Determining Pension Plan Costs or Contributions, requires communication of a “low-default-risk obligation measure” (LDROM).
- The discount rate is tied to low-default-risk fixed income securities. The S&P Municipal Bond 20 Year High Grade Rate Index (daily rate closest to, but not later than, the measurement date of June 30, 2022) was selected to represent a current market rate of low risk but longer-term investments that could be included in a low-risk asset portfolio.
- The discount rate used in this LDROM valuation was 4.09%, resulting in an LDROM of \$305,000.
- The LDROM should not be considered the “correct” liability measurement; it simply shows a possible outcome if the Commission elected to hold a very low risk asset portfolio.



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ACTUARIAL CERTIFICATION

This report presents the Modoc County Transportation Commission PARS Retirement Plan (“Plan”) June 30, 2022 actuarial valuation. The purpose of this valuation is to:

- Determine the Plan’s June 30, 2022 Funded Status, and
- Calculate the fiscal years 2023/24 and 2024/25 Actuarially Determined Contributions for purposes of Plan funding.

The information in this report may not be appropriate for purposes other than Plan funding but may be useful to the Commission for the Plan’s financial management. Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as: plan experience differing from that anticipated by the assumptions; changes in assumptions; changes expected as part of the natural progression of the plan; and changes in plan provisions or applicable law. Actuarial models necessarily rely on the use of estimates and are sensitive to changes. Small variations in estimates may lead to significant changes in actuarial measurements. Due to the limited scope of this assignment, we did not perform an analysis of the potential range of such measurements.

The valuation is based on Plan provisions, participant data, and asset information provided by the Commission as summarized in this report, which we relied on and did not audit. We reviewed the participant data for reasonableness.

To the best of our knowledge, this report is complete and accurate and has been conducted using generally accepted actuarial principles and practices. As members of the American Academy of Actuaries meeting the Academy Qualification Standards, we certify the actuarial results and opinions herein.

Respectfully submitted,

DRAFT

Mary Elizabeth Redding, FSA, EA, MAAA
Foster & Foster, Inc
September 7, 2023

DRAFT

Katherine Moore, ASA, MAAA
Foster & Foster, Inc
September 7, 2023



September 7, 2023

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**Modoc County Transportation Commission
PARS Retirement Plan**



June 30, 2023 GASBS 68 Accounting Information
As of Measurement Date June 30, 2022
Based on the June 30, 2022 Actuarial Valuation

Mary Elizabeth Redding, FSA, EA, MAAA
Katherine Moore, ASA, MAAA
Joseph Herm
Foster & Foster, Inc.

September 7, 2023

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Applicable Dates

Applicable Dates and Periods

	Fiscal Year Ended June 30, 2023
■ Measurement date	June 30, 2022
■ Measurement period	July 1, 2021 to June 30, 2022
■ Actuarial valuation date	June 30, 2022



Note Disclosures

Plan Information

	Fiscal Year Ended June 30, 2023
■ Plan type	Agent Multiple Employer
■ Pension trust	Yes
■ Special funding situation	No
■ Nonemployer contributing entities	No



Note Disclosures

Expected Long-Term Rate of Return

	Target Allocation PARS-Balanced	Expected Real Rate of Return
■ Asset Class Component		
● Global Equity	60%	4.56%
● Fixed Income	35%	0.78%
● Cash	5%	(0.50%)
■ Assumed Long-Term Rate of Inflation		2.50%
■ Expected Long-Term Net Rate of Return, Rounded		5.75%

The long-term expected real rates of return are presented as geometric means.



Note Disclosures

Covered Participants

At June 30, 2022, the measurement date, the following numbers of participants were covered by the benefit terms:

	Number of Covered Participants
■ Inactives currently receiving benefits	1
■ Inactives entitled to but not yet receiving benefits	-
■ Active employees	2
■ Total	3



Note Disclosures

Net Pension Liability/(Asset)

	Fiscal Year Ended	
	6/30/22	6/30/23
	Measurement Date 6/30/21	Measurement Date 6/30/22
■ Total Pension Liability (TPL)	\$ 218,165	\$ 234,639
■ Fiduciary Net Position (FNP)*	229,741	229,009
■ Net Pension Liability (NPL)	(11,576)	5,630
■ Funded status (FNP/TPL)	105.3%	97.6%

* Audited Fiduciary Net Position from "Public Agency Retirement System CA Trusts
California Defined Benefit Pension Plan Program: Schedule of Changes in Fiduciary Net
Position by Plan"



Note Disclosures

Changes in Net Pension Liability/(Asset)

	Total Pension Liability	Fiduciary Net Position	Net Pension Liability
■ Balance at 6/30/22 (6/30/21 measurement date)	\$ 218,165	\$ 229,741	\$ (11,576)
■ Changes for the year			
● Service Cost	45,358	-	45,358
● Interest	15,152	-	15,152
● Changes of benefit terms	-	-	-
● Actual vs. expected experience	(45,005)	-	(45,005)
● Assumption changes	969	-	969
● Contributions - employer*	-	23,179	(23,179)
● Contributions - employee	-	15,115	(15,115)
● Net investment income	-	(30,962)	30,962
● Benefit payments	-	-	-
● Administrative expenses	-	(8,064)	8,064
■ Net Changes	16,474	(732)	17,206
■ Balance at 6/30/23 (6/30/22 measurement date)	\$ 234,639	\$ 229,009	\$ 5,630

* See the measurement period column on page 19 for details.



Note Disclosures

Sensitivity of Net Pension Liability/(Asset)

■ Changes in the Discount Rate

	Discount Rate		
	1% Decrease (4.75%)	Current Rate (5.75%)	1% Increase (6.75%)
■ Net Pension Liability	\$ 45,080	\$ 5,630	\$ (26,578)



Note Disclosures

Pension Expense/(Income) for Fiscal Year

	2022/23
	Measurement Period 2021/22
■ Pension Expense/(Income)*	\$ 39,150

* See page 25 for pension expense detail, which is not a required disclosure.



Note Disclosures

Deferred Outflows/Inflows Balances at June 30, 2023

	June 30, 2023	
	Deferred Outflows of Resources	Deferred Inflows of Resources
■ Differences between expected and actual experience	\$ 5,456	\$ 38,483
■ Changes in assumptions	9,724	1,168
■ Net difference between projected and actual earnings on plan investments*	19,090	-
■ Employer contributions made subsequent to the measurement date**	19,906	-
■ Total	54,176	39,651

* Deferred Inflows and Outflows combined for footnote disclosure.

** See page 19 for details.



Note Disclosures

Recognition of Deferred Outflows and Inflows of Resources in Future Pension Expense

FYE June 30	Deferred Outflows/(Inflows) of Resources
■ 2024	\$ (337)
■ 2025	372
■ 2026	(352)
■ 2027	5,515
■ 2028	(4,835)
■ Thereafter	(5,744)



Note Disclosures

Significant Actuarial Assumptions Used for Total Pension Liability

Actuarial Assumption	June 30, 2022 Measurement Date
■ Actuarial Valuation Date	■ June 30, 2022
■ Contribution Policy	■ Commission contributes full ADC
■ Discount Rate and Long-Term Expected Rate of Return on Assets	■ 5.75% at June 30, 2022 ■ 5.75% at June 30, 2021 ■ Expected Commission contributions projected to keep sufficient plan assets to pay all benefits from trust
■ General Inflation	■ 2.50% annually
■ Mortality, Retirement, Disability, Termination	■ CalPERS 2000-2019 Experience Study
■ Mortality Improvement	■ Mortality projected fully generational with Scale MP-2021
■ Salary Increases	■ Aggregate - 2.75% annually ■ Merit - CalPERS 2000-2019 Experience Study



Note Disclosures

Changes Since June 30, 2021 Measurement Date

	June 30, 2022 Measurement Date
■ Changes of assumptions	■ Demographic assumptions updated to CalPERS 2000-2019 Experience Study ■ Mortality improvement scale was updated to Scale MP-2021
■ Changes of benefit terms	■ None



Required Supplementary Information

Schedule of Changes in Net Pension Liability/(Asset) and Related Ratios

	2022/23
	Measurement Period 2021/22
■ Changes in Total Pension Liability	
● Service Cost	\$ 45,358
● Interest	15,152
● Changes of benefit terms	-
● Actual vs. expected experience	(45,005)
● Assumption changes	969
● Benefit payments	-
■ Net Changes	16,474
■ Total Pension Liability (beginning of year)	218,165
■ Total Pension Liability (end of year)	234,639



Required Supplementary Information

Schedule of Changes in Net Pension Liability/(Asset) and Related Ratios

	2022/23
	Measurement Period 2021/22
■ Changes in Plan Fiduciary Net Position	
● Contributions - employer	\$ 23,179
● Contributions - employee	15,115
● Net investment income	(30,962)
● Benefit payments	-
● Administrative expenses	(8,064)
● Other changes	-
● Net Changes	(732)
■ Plan Fiduciary Net Position (beginning of year)	229,741
■ Plan Fiduciary Net Position (end of year)	229,009



Required Supplementary Information

Schedule of Changes in Net Pension Liability/(Asset) and Related Ratios

	2022/23
	Measurement Date 6/30/2022
■ Net Pension Liability/(Asset)	\$ 5,630
■ Fiduciary Net Position as a percentage of the Total Pension Liability	97.6%
■ Covered employee payroll*	114,074
■ Net Pension Liability as a percentage of covered employee payroll	4.9%

* For the 12-month period ended on June 30, 2022 (Measurement Date).
As reported by the Commission.



Required Supplementary Information

Schedule of Employer Contributions

	Fiscal Year 2022/23
■ Actuarially Determined Contribution (ADC)	\$ 19,906
■ Contributions in relation to the actuarially determined contribution*	19,906
■ Contribution deficiency/(excess)	-
■ Covered employee payroll**	111,366
■ Contributions as a percentage of covered employee payroll	17.9%

* See page 19 for details.

** For the 12-month period ended on June 30, 2023 (fiscal year end).
As reported by the Commission.



Required Supplementary Information

Notes to Schedule of Employer Contribution Methods and Assumptions for 2022/23 Actuarially Determined Contribution

■ Valuation Date	■ June 30, 2020
■ Actuarial Cost Method	■ Entry Age Normal, Level % of pay
■ Asset Valuation Method	■ Market value of assets
■ Discount Rate	■ 6.25%
■ General Inflation	■ 2.75%
■ Mortality	■ CalPERS 1997-2015 Experience Study
■ Mortality Improvement	■ Mortality projected fully generational with Scale MP-2020



September 7, 2023 (DRAFT)

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GASBS 68

Modoc County Transportation Commission

Actuarial Certification

This report presents the Modoc County Transportation Commission PARS Retirement Plan 2022/23 disclosure under Governmental Accounting Standards Board Statement No. 68 (GASBS 68). This report may not be appropriate for other purposes, although it may be useful to the Commission for the Plan's financial management.

This report is based on information provided by the Commission which we relied on and did not audit. Additional information on the actuarial valuation can be found in the June 30, 2022 actuarial valuation report.

Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as: plan experience differing from that anticipated by the assumptions; changes in assumptions; changes expected as part of the natural progression of the plan; and changes in plan provisions or applicable law. Actuarial models necessarily rely on the use of estimates and are sensitive to changes. Small variations in estimates may lead to significant changes in actuarial measurements. Due to the limited scope of this assignment, we did not perform an analysis of the potential range of such measurements.

To the best of our knowledge, this report is complete and accurate and has been conducted using generally accepted actuarial principles and practices and complies with applicable Actuarial Standards of Practice. Additionally, in our opinion, actuarial methods and assumptions comply with GASBS 68. As the actuary, we have recommended the assumptions used in this report, and we believe they are reasonable. As members of the American Academy of Actuaries meeting the Academy Qualification Standards, we certify the actuarial results and opinions herein.

Respectfully submitted,

DRAFT

Mary Elizabeth Redding, FSA, EA, MAAA
Foster & Foster, Inc.
September 7, 2023

DRAFT

Katherine Moore, ASA, MAAA
Foster & Foster, Inc.
September 7, 2023



September 7, 2023 (DRAFT)

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GASBS 68

Modoc County Transportation Commission

Supporting Calculations

Employer Contributions

	Measurement Period	Measurement Date to FYE	Prior Measurement Date to Prior FYE
	7/1/21 to 6/30/22	7/1/22 to 6/30/23	Same as Measurement Period
■ Trust contributions	\$ 15,115	\$ 10,209	\$ 15,115
■ Administrative expenses paid outside of trust	8,064	9,697	8,064
■ Total employer contributions	23,179	19,906	23,179

Measurement period (7/1/21 to 6/30/22): \$23,179

Fiscal year (7/1/22 to 6/30/23): \$19,906



Supporting Calculations

Average of the Expected Remaining Service Lives

July 1, 2021 (beginning of the measurement period) was not a valuation date and no census data was available to the actuary as of that date. Therefore, the average of the expected remaining service lives was estimated as follows:

Valuation Date	Total expected remaining service lives	Covered participants	Average of the expected remaining service lives as of valuation date	Average of the expected remaining service lives as of 7/1/21 (not less than 1 yr)
6/30/22	21.7 years	3	7.2 years	6.9 years
6/30/20	26.1 years	4	6.5 years	



Supporting Calculations

Recognition of Deferred Outflows/Inflows at June 30, 2023 Differences between Expected and Actual Experience

Fiscal Year	Initial Amt	Initial Recog Period	Amount Recognized in Pension Expense for FY							Deferred Balances June 30, 2023	
			22/23	23/24	24/25	25/26	26/27	27/28	28/29+	Outflows	(Inflows)
19/20	-	-	-	-	-	-	-	-	-	-	-
20/21	9,014	7.6	1,186	1,186	1,186	1,186	1,186	712	-	5,456	-
21/22	-	-	-	-	-	-	-	-	-	-	-
22/23	(45,005)	6.9	(6,522)	(6,522)	(6,522)	(6,522)	(6,522)	(6,522)	(5,873)	-	(38,483)
Total			(5,336)	(5,336)	(5,336)	(5,336)	(5,336)	(5,810)	(5,873)	5,456	(38,483)



Supporting Calculations

Recognition of Deferred Outflows/Inflows at June 30, 2023 Changes of Assumptions

Fiscal Year	Initial Amt	Initial Recog Period	Amount Recognized in Pension Expense for FY							Deferred Balances June 30, 2023	
			22/23	23/24	24/25	25/26	26/27	27/28	28/29+	Outflows	(Inflows)
19/20	-	-	-	-	-	-	-	-	-	-	-
20/21	(1,930)	7.6	(254)	(254)	(254)	(254)	(254)	(152)	-	-	(1,168)
21/22	12,849	6.5	1,977	1,977	1,977	1,977	1,977	987	-	8,895	-
22/23	969	6.9	140	140	140	140	140	140	129	829	-
Total			1,863	1,863	1,863	1,863	1,863	975	129	9,724	(1,168)



Supporting Calculations

Recognition of Deferred Outflows/Inflows at June 30, 2023 **Projected Versus Actual Earnings on Investments**

Fiscal Year	Initial Amt	Initial Recog Period	Amount Recognized in Pension Expense for FY							Deferred Balances June 30, 2023	
			22/23	23/24	24/25	25/26	26/27	27/28	28/29+	Outflows	(Inflows)
18/19	-	-	-	-	-	-	-	-	-	-	-
19/20	(3,542)	5.0	(708)	(710)	-	-	-	-	-	-	(710)
20/21	3,624	5.0	725	725	724	-	-	-	-	1,449	-
21/22	(29,330)	5.0	(5,866)	(5,866)	(5,866)	(5,866)	-	-	-	-	(17,598)
22/23	44,936	5.0	8,987	8,987	8,987	8,987	8,988	-	-	35,949	-
Total			3,138	3,136	3,845	3,121	8,988	-	-	37,398	(18,308)
Net Deferred Outflows/(Inflows)										19,090	-

Calculation of initial amount for 2022/23 (2021/22 measurement period):

Projected earnings on investments of \$13,974 (page 26), less

Actual earnings on investments of -\$30,962 (net investment income, page 14)



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GASBS 68

Modoc County Transportation Commission

Supporting Calculations

Recognition of Deferred Outflows/Inflows in Future Pension Expense

	23/24	24/25	25/26	26/27	27/28	Thereafter 28/29+
■ Differences between Expected and Actual Experience	(5,336)	(5,336)	(5,336)	(5,336)	(5,810)	(5,873)
■ Changes of Assumptions	1,863	1,863	1,863	1,863	975	129
■ Projected Versus Actual Earnings on Investments	3,136	3,845	3,121	8,988	-	-
■ Total	(337)	372	(352)	5,515	(4,835)	(5,744)



September 7, 2023 (DRAFT)

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GASBS 68

Modoc County Transportation Commission

Supporting Calculations

Components of GASBS 68 Pension Expense

	2022/23
	Measurement Period 2021/22
■ Service Cost	\$ 45,358
■ Interest on Total Pension Liability	15,152
■ Projected earnings on investments	(13,974)
■ Employee contributions	(15,115)
■ Administrative expense	8,064
■ Changes of benefit terms	-
■ Recognition of deferred outflows/(inflows)	
● Experience	(5,336)
● Assumptions	1,863
● Asset returns	3,138
■ Pension Expense/(Income)	39,150



Supporting Calculations

Components of GASBS 68 Pension Expense Calculation of Projected Earnings on Investments 2021/22 Measurement Period

	Dollar Amount	Expected Return	Portion of Year	Projected Earnings
■ Fiduciary Net Position (beginning of year)	\$ 229,741	5.75%	100%	\$ 13,210
■ Employer contributions	15,115	5.75%	44%	382
■ Employee contributions	15,115	5.75%	44%	382
■ Benefit payments	-	5.75%	0%	-
■ Administrative expenses	-	5.75%	0%	-
■ Projected earnings				<u>13,974</u>



Supporting Calculations

Components of GASBS 68 Pension Expense **Calculation of Interest on Total Pension Liability** **2021/22 Measurement Period**

	Dollar Amount	Discount Rate	Portion of Year	Interest
■ Total Pension Liability	\$ 218,165	5.75%	100%	\$ 12,544
■ Service Cost	45,358	5.75%	100%	2,608
■ Changes of benefit terms	-	5.75%	0%	-
■ Experience*	(45,005)	5.75%	0%	-
■ Assumption changes*	969	5.75%	0%	-
■ Benefit payments	-	5.75%	0%	-
■ Total interest				15,152

* Liability determined as of the end of the measurement period, so no interest charge is applicable.



Supporting Calculations

GASBS 68 Balance Equation

	Fiscal Year Ended	
	6/30/22	6/30/23
	Measurement Date 6/30/21	Measurement Date 6/30/22
■ Total Pension Liability	\$ 218,165	\$ 234,639
■ Fiduciary Net Position	229,741	229,009
■ Net Pension Liability/(Asset)	(11,576)	5,630
■ Deferred inflows of resources	24,130	39,651
■ Deferred (outflows) of resources	(17,514)	(34,270)
■ Balance Sheet	(4,960)	11,011

Check:

■ Balance Sheet 6/30/22	\$ (4,960)
● Pension Expense/(Income)	39,150
● Employer Contributions*	(23,179)
■ Balance Sheet 6/30/23	11,011

* See the measurement period column on page 19 for details.



MODOC COUNTY TRANSPORTATION COMMISSION
RESOLUTION No. 22-05 rev.

Calendar Year 2023 Authorized Signatories for Plans and Programs

WHEREAS, the Modoc County Transportation Commission (MCTC) is the Regional Transportation Planning Agency (RTPA) for Modoc County region, serving residents of the County of Modoc and the incorporated City of Alturas;

WHEREAS, it is often required by various plans, programs and funding sources to have a resolution that identifies MCTC's designated signature authorities; and

WHEREAS, various agencies such as the Department of Transportation (Caltrans), Federal Transit Administration (FTA), Federal Highway Administration (FHWA), Office of Homeland Security (OHS) and other agencies require said resolution be provided for fund reimbursement; and

WHEREAS, it is the intent of the MCTC to identify the Executive Director, Chair, or Vice Chair as designated signature authorities for various transportation funds, including but not limited to:

- Local Transportation Funds (LTF)
- State Transit Assistance Funds (STAF)
- Federal Transit Administration (FTA) Section 5304, 5310, 5311, 5311(f), CARES, and CRRSAA funds.
- Regional Surface Transportation Program (RSTP) funds
- Rural Planning Assistance funds programmed through the Overall Work Program
- Sustainable Communities planning funds
- State / Regional Transportation Improvement Program (STIP / RTIP) funds, including Planning Programming and Monitoring (PPM) funds
- Alternative Transportation Program (ATP) funds
- Proposition 1B funds including PTMISEA and CTAF programs
- State-funded transit project funds including Sustainable Transportation Planning Grants *and Restricted Grant Agreements*
- American Recovery and Reinvestment Act (ARRA) funds.
- Low Carbon Transit Ops Program (LCTOP)
- SB 1 - State of Good Repair Program (SGR)

WHEREAS, the MCTC directs staff to perform or administer all related work, including but not limited to programming and allocation requests, certificates of assurances, master agreements, fund transfer agreements, *acceptance of restricted grant awards and agreements*, final expenditure reports, grant proposals and all related work, preparation of grant applications, fixed asset procurement, invoices, reports agency coordination, planning work, amendments, budget updates and minor budget adjustments not exceeding the approved annual budget, correspondence, and California Transportation Commission (CTC) agenda items for STIP projects.

NOW, THEREFORE, BE IT RESOLVED that the MCTC does hereby identify the Executive Director, Chair, or Vice Chair as designated signature authorities for calendar year 2023.

BE IT FURTHER RESOLVED that the MCTC does hereby authorize such persons to act on behalf of the Commission and to execute documents related to any transportation funding program.

PASSED AND ADOPTED this 3rd day of October 2023 by the following vote:

AYES: Commissioners:

NOES: None

ABSENT: Commissioners:

John Dederick, Chair
Modoc County Transportation Commission

ATTEST:

Debbie Pedersen, Executive Director
Modoc County Transportation Commission



2023/24 Overall Work Program Amendment 1 Modoc County Transportation Commission

108 S Main Street
Alturas, CA 96101
530-233-6410

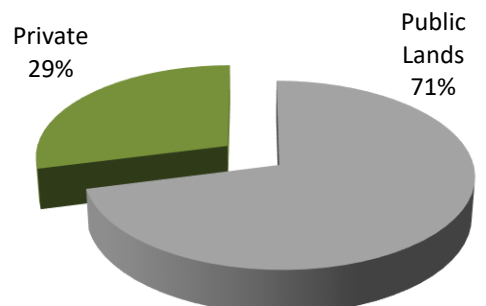
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INTRODUCTION

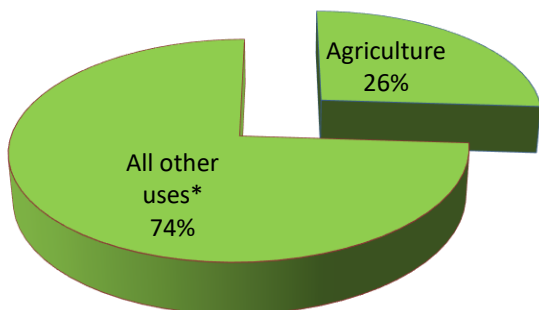
Modoc County is a land of rugged lava plateaus, fertile valleys, and immense mountains. The land area covers 3,944 square miles or about 2.5 million acres. The terrain is mountainous with high-desert vegetation and timber; numerous valleys or basins are suited for agricultural use. Predominant geographic features include the Modoc Plateau, Warner Mountains, and Surprise Valley with three often dry alkaline lakes. Public lands comprise a large percentage of land ownership.

Public Lands in Modoc



* 71% federal government including tribal lands; 1% State, County, and City.

Private Lands in Modoc



There are five general land-use categories within the Modoc region: residential, commercial, industrial, agricultural, and public/quasi-public holdings. Agricultural lands comprise a large use within the county.

The population of the county is among the smallest in the state ranking 56th of the 58 counties. The Department of Finance estimated population for Modoc January 1, 2022, was 8,690; this equates to about 2.41 persons per square mile; the statewide average is 241.10 people per square mile. This is an increase from the January 21, 2021, population of 8,606.

The regional personal income statistics are comparatively lower than state average trends and local unemployment levels of 5.1% in December 2021 which is lower than the statewide unemployment rate of 6.5%.

The City of Alturas is the County Seat and the only incorporated city in Modoc County. The unincorporated communities include Fort Bidwell, Lake City, Cedarville, and Eagleville along the east; Newell in the northwest, Canby, Adin, and Lookout to the southwest, Likely in the southeast and Davis Creek in the northeastern part of the county. Many of these communities are located along the State Routes 139, 299, and US 395 in Modoc which serve as main streets. Elevation and temperate ranges and annual precipitation are shown on page 4. Please see Figure 1 for an area map.

Elevations

Day Bench 3500 ft
Eagle Peak 9934 ft

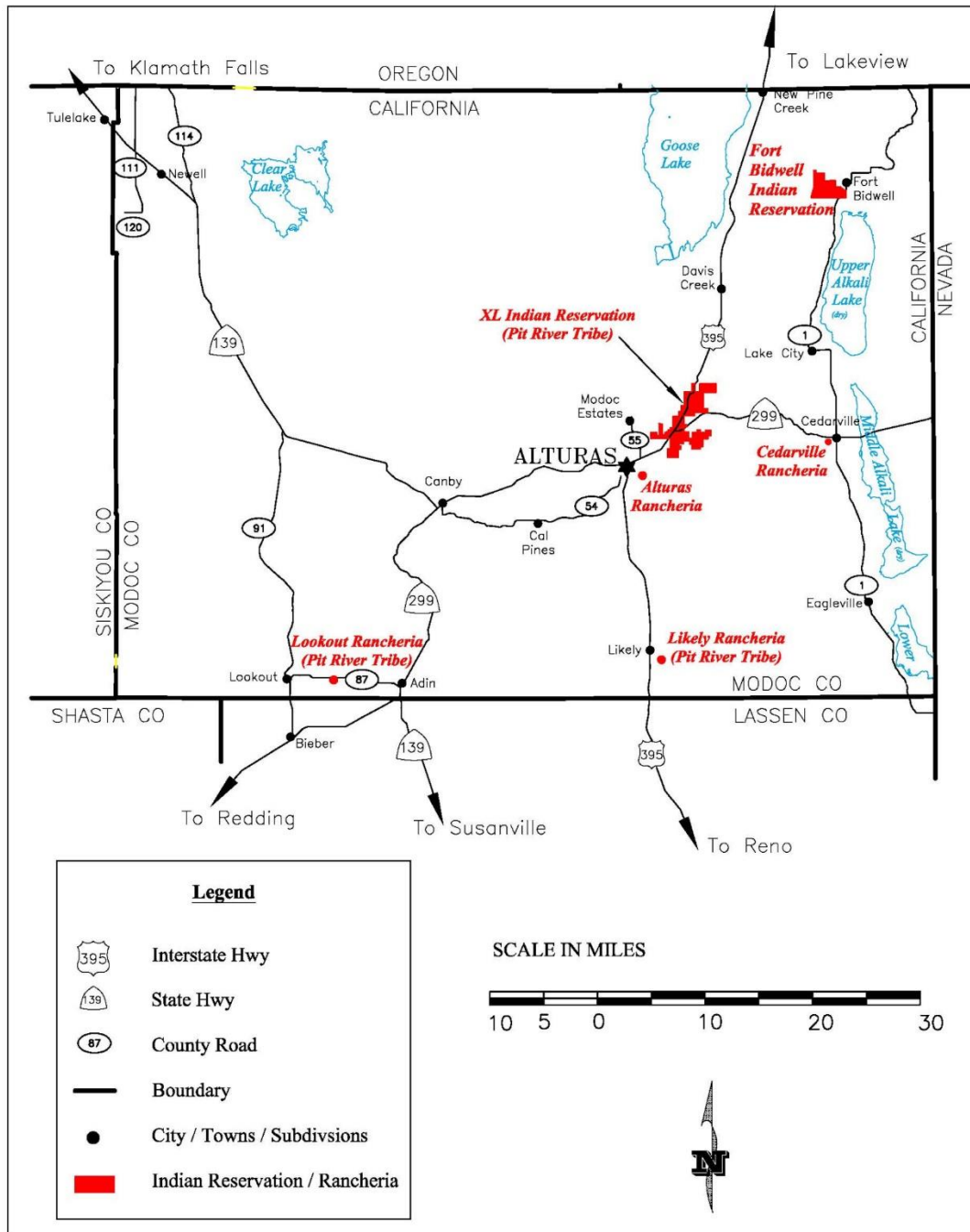
Temperatures

Lows 16 ° F
Highs 88 ° F

Annual Precipitation

9-16" valleys
up to 35" mountains

Figure 1 – Modoc County Tribes



There are 6 Federally recognized tribes in Modoc County as shown in Figure 1. MCTC coordinates and consults with these tribes throughout the year. The Pit River XL Tribe has expressed interest in an MOU with MCTC for consultation regarding ancestral lands. The Cedarville Indian Rancheria (CIR) is interested in partnering with the City of Alturas to jointly fund some City STIP street projects.

BACKGROUND

Regional transportation planning is integrated involving all regional stakeholders (agency representatives from Federal, tribal governments, State, City and County agencies and the private sector) working together to improve mobility. Many simultaneous and consecutive plans, programs, goals, and objectives occur over different periods of time within the region. The Overall Work Program (OWP) identifies planning activities and funding to implement goals and objectives during a 12-month fiscal year period (beginning July 1- and ending June 30 of the following calendar year). The program outlines transportation activities for decision making, partnering, coordination, public participation and financing of plans and programs through work elements and scope of work. The OWP defines the annual scope of work and estimated costs tied to specific funding using four core Work Elements (WE) 7001 through 7004; work on Modoc County Transportation Commission (MCTC) policies (an on-going effort to develop and update policies and procedures), has been incorporated into WEs 7001 and 7003. One of the core products of the OWP is the Regional Transportation Plan (RTP). The OWP and RTP are consistent with federal and state planning goals, programs, plans and objectives; it represents a unified approach of the regional transportation (multimodal) network.

Some of the transportation plans (OWP and RTP), programs, and projects are interlinked including these key programs:

- Regional Transportation Improvement Program (RTIP)
- State Transportation Improvement Plan (STIP)
- Federal State Transportation Improvement Program (FSTIP)
- State Interregional Transportation Improvement Program (ITIP)
- State Highway Operation and Protection Program (SHOPP)

ORGANIZATION

The Modoc County Transportation Commission (MCTC) was created by the Transportation Development Act (TDA) and established by resolution of the Modoc County Board of Supervisors in 1972. The MCTC governing board consists of six regular and two alternate members; three regular and one alternate member are appointed each by the County of Modoc (County) and City of Alturas (City).

The MTA/Sage Stage governing board was established in 1997, specifically to operate public transit through a third-party contract operator. Although the MCTC and the MTA are separate and distinct entities, the composition of their governing boards and management staff includes the same persons or appointees. The MTA has been designated as the Consolidated Transportation Service Agency (CTSA) as defined by the TDA.

Three employees staff the offices and handle the day-to-day operations for the two separate local transportation entities. These positions include the Executive Director, Chief Fiscal Officer, and Executive Assistant Secretary. All operations are supported by dedicated transportation funding and grants from federal, State, and local transportation programs. State Rural Planning Assistance

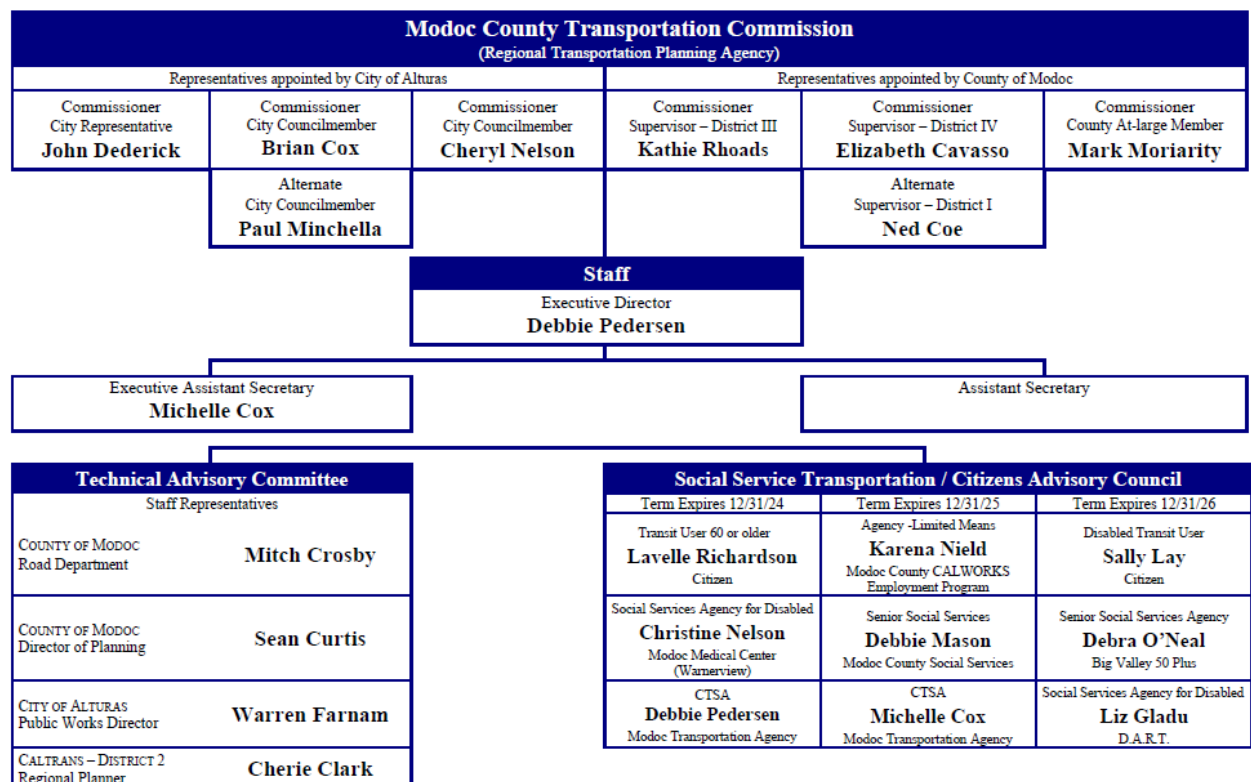
funds provide for transportation planning activities within the region and fund most of the work outlined in the OWP.

The Modoc Technical Advisory Committee (TAC) consists of representatives from related City and County road and public works departments, county planning Commission, and Caltrans District 2 staff. The TAC meets prior to each MCTC meeting to review and comment on the MCTC meeting agenda, report on the status of State Transportation Improvement Projects (STIP), and to provide input relative to their respective agency. The TAC provides technical assistance to the Commission and staff in various matters and activities relating to specific programs and projects.

The Social Service Transportation Advisory Committee (SSTAC) helps ensure broad citizen participation, assists with the annual Unmet Transit Needs Finding and subsequent MCTC TDA allocations. The SSTAC is a “mechanism to solicit input of transit dependent and transit disadvantaged persons, including the elderly, handicapped and persons of limited means.” Per legislative intent, the SSTAC also serves as the Citizens Advisory Committee (CAC) to facilitate community and public input during regional transportation planning activities. Data and input gathered or updated annually are used to inventory existing public and social service agency transportation services, facilitate coordination of services, and to identify area gaps and needs.

The MCTC organization chart is displayed in Figure 2.

Figure 2 – Organization Chart



The Regional Planning Assistance funds assist MCTC in meeting State requirements for the RTP, RTIP, etc. In addition, the funds support efforts to assist with State highway projects within Modoc County. The Modoc TAC assesses what projects are needed within each of their jurisdictions and formulates a recommended RTIP to the MCTC. Staff assists the agencies with programming, timely use of funds, and other STIP milestones.

OVERALL WORK PROGRAM

MCTC is responsible for on-going administration and regional transportation planning based on the “3Cs” expressed in federal transportation law: continuing, cooperative, and comprehensive. Transportation goals and objectives are considered during the planning and programming processes. Each federal reauthorization specifies planning factors to guide continuing, cooperative, and comprehensive transportation planning, as on-going activities rather than a single completed action. Typically, federal agencies encourage planning organizations to focus work activities on broad planning objectives as relevant to their respective regions and local communities. State and local interests align with those objectives by providing common ground for shared approaches. It is noted that MCTC receives State Rural Planning Assistance funds (no federal funds) and uses the federal planning factors to develop planning goals consistent with our rural needs.

MCTC participates in area task force meetings, is a member of the North State Super Region, and ongoing government to government relations with our tribal governments in the region. The primary regional transportation concerns are to preserve, rehabilitate and improve safety on existing transportation facilities, and to coordinate project sequences and transportation services to maximize efficiency and effectiveness of all available funding.

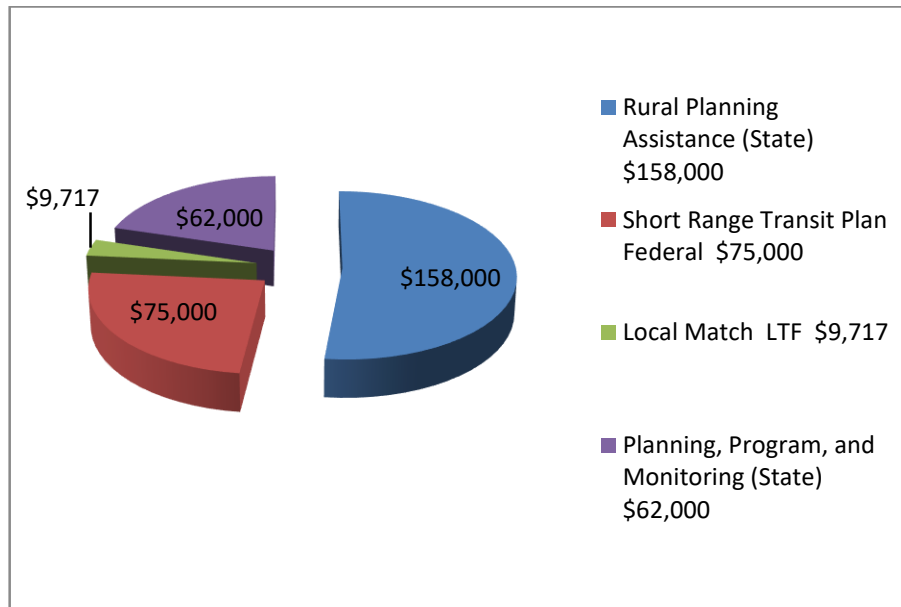
REVENUE SOURCES

The FY 2023/24 Overall Work Program for the Modoc region uses total funding of \$220,000. The anticipated revenue sources are described by fund source below and amounts are included in Tables 1 and 2. This OWP is financed using a combination of State funding sources identified below, which are approved / revised by separate MCTC resolution:

Rural Planning Assistance funds - Provided by subvention through Caltrans, Rural RPA funds are estimated to be \$6.5 million, pending adoption of the State budget. RPA funds are available for specific eligible uses on a reimbursement basis with a maximum twenty-five percent (25%) carryover allowed between fiscal years.

State Transportation Improvement Program (STIP) Planning, Programming, and Monitoring (PPM) funds – The Commission may use up to five percent (5%) of its Regional Improvement Program (RIP) share for eligible PPM activities associated with the STIP requirements. MCTC provides support to the City and County for preparing Project Study Reports for STIP projects. In addition, these funds are utilized to support region wide transportation planning efforts (RTP, pavement management systems, etc.).

Sustainable Planning Grant Funding- The Commission applied for and was awarded a Sustainable Planning Grant to prepare a Short-Range Transit Plan. The grant is funded through the State Road Maintenance and Repair Act – SB1.

Table 1 FY 2023/24 Overall Work Program Amendment 1 Funding**Table 2: Overview of Funding by Work Element**

WE	Subset	Description	PF*	RMRA	LTF	RPA	% RPA	PPM	Total by WE
7001		OWP Development	1, 5-8			\$33,000	21%	\$15,000	\$48,000
7002		Public Participation and Interagency Coordination	2-10			\$39,000	25%	\$8,000	\$47,000
	7002.1	Public Participation Plan				\$500	0%	\$500	\$1,000
	7002.2	Title VI Plan-Non Transit				\$500	0%	\$500	\$1,000
7003		Regional Transportation System Management	1, 2, 4-7, 10			\$15,000	9%	\$3,000	\$18,000
	7003.1	Regional Transportation Plan				\$35,000	22%	\$25,000	\$60,000
	7003.2	Regional Transportation Improvement Program				\$4,000	3%	\$3,000	\$7,000
7004		Multimodal and Public Transportatio	1-9			\$31,000	20%	\$7,000	\$38,000
7005		Short-Range Transit Plan		\$75,000	\$9,717		\$0		\$84,717
		Total by fund source		\$75,000	\$9,717	\$158,000	100%	\$62,000	
				\$75,000	\$9,717	\$158,000			\$242,717

*Planning Factors as defined in current the Federal Highway Act (FAST Act) and are included in Appendix C. Please Note: MCTC receives RPA State Funds and no Federal Planning Funds because we are a rural RTPA.

Work Element 7001 - OWP Development

Purpose

1. Provide for efficient and effective administration and implementation of the Overall Work Program.
2. Support the Modoc County Transportation Commission (MCTC), committees, and advisory groups; keep the public informed on transportation matters.
3. Manage the following: MCTC personnel, financial, and organizational policies, and procedures; daily operations and ensure compliance with applicable laws, rules, and regulations.
4. Manage, support, and maintain direct charges to all work elements and regional transportation planning processes.

Previous Tasks

Prepared the FY 2022/23 OWP/PPM Annual Budget; monitored revenues and expenditures, prepared materials for MCTC and TAC meetings, reviewed and approved OWP agreements, amendments, reimbursement requests, maintained organizational charts for MCTC and Committees and attended transportation planning workshops, meetings, and staff training.

Ongoing Tasks

- a. Prepare the OWP/PPM Annual Budget, draft and final OWP for upcoming year, and final expenditure report.
- b. Monitor expenditures and revenues in relation to the budget; prepare and manage MCTC RPA and PPM financials, reimbursement requests, and assess the need for amendments. OWP and PPM charges and revenues are tracked separately.
- c. Prepare agendas, minutes, legal notices (including publication costs), and staff reports for MCTC, TAC, and MCTC Committee meetings and workshops.
- d. Prepare correspondence, resolutions, and reports to communicate MCTC policies and procedures.
- e. Maintain the organizational charts for MCTC and MCTC Committees.
- f. Attend transportation planning workshops, meetings, conferences, including related staff training.

Products	Due Dates
Agendas, staff reports and minutes for board /advisory groups	Monthly
OWP quarterly reports with invoice for reimbursement	Quarterly
Amendments to FY 2024/25 OWP	Mid-year, as needed
Draft FY 2024/25 Overall Work Program (OWP)	Jan-Feb 2024
Final 2024/25 OWP and Certifications and Assurances	By June 2024
Execution of OWP agreements, and documents	On-going; Annually
Interagency communication: electronic mail, memos, and correspondence.	On-going
Maintain orderly files, archives, and reference library	On-going

Work Element 7001 Budget		
Type	Description	Amount
Revenues	RPA	\$ 33,000
	PPM	\$ 15,000
TOTAL		\$ 48,000
Expenditures	Staff	\$ 47,000
	Legal notices	\$ 1,000
TOTAL		\$ 48,000

Work Element 7002 – Public Participation and Interagency CoordinationPurpose

1. To encourage involvement and feedback during the continuous regional planning process, and to ensure compliance with State and federal requirements; and
2. To coordinate regional transportation planning through consultation and collaboration in these ways:
 - a. Integrate local land use and regional transportation planning.
 - b. Promote cooperation among regional, State and Federal agencies to enhance transportation planning; consult and coordinate with Caltrans, neighboring jurisdictions, and agencies to undertake transportation planning studies (e.g., corridor studies, project study reports, special studies, coordinated research, etc.).
 - c. Coordinate and consult with regional goods movement and freight providers.
 - d. Coordinate and consult with regional bicycle groups and promote walkable communities.
 - e. Review local agency goods movement and freight planning policies.
 - f. Work with partners to enhance movements of people, goods, services, and information.
 - g. Coordinate local transportation services with regional and interregional providers to improve connections, interregional mobility, and access to basic life activities.
 - h. Consult with and consider interests of the community, Native Americans (individuals), Tribes (sovereign nations), Latino groups, and all under-represented groups.

Previous Tasks

Prepared and published workshop and meeting notices for the Main Street Committee public outreach, documented communication files to monitor related inquiries, monitored Brown Act changes due to COVID restrictions, monitored, and attended City Council and County Board of Supervisor meetings for transportation related items, and provided information to public, organizations, and agencies regarding transportation related topics. Participated in the following meetings: Rural Counties Task Force, North State Super Region, DEAL East., District 2 Planning, Modoc CAPM PDTs, and other workshops.

Ongoing Tasks

- a. Prepare and publish workshop notices and maintain on-going communication elements.
- b. Continue coordination with goods movement industry and review and comment on plans and documents.
- c. Regularly consult, coordinate, and communicate with Tribal councils, disadvantaged and ethnic communities, and organizations to maintain good working relationships.
- d. Attend Project Development Team meetings for District 2 SHOPP projects and Clean California Program funded project(s).
- e. Administer public notification in accordance with the Brown Act. Attend training for the Act to maintain compliance.
- f. Monitor local government and agency meeting agendas (City Council, County Board of Supervisors, social service agencies, Tribal Councils); attend meetings for topics related to regional transportation and multimodal issues. Document outcomes.
- g. Participate in local economic development meetings to help integrate transportation and community goals for land use, economic vitality, social welfare, and environmental preservation.
- h. Provide information and documents about regional transportation issues to interested parties and organizations.

- i. Prepare newspaper articles, press releases, display ads and other informational materials related to project planning, workshops, program development, preparation of RTIPs, etc.
- j. Use partnerships, collaborations, and consultation to identify and implement policies, strategies, programs, and projects to enhance regional movements of people, goods, services, and information.
- k. Participate in Rural County Task Force (RCTF), Regional Transportation Planning Agency (RTPA) group, NSSR, District 2 RTPA Task Force and District External Advisory Liaison (DEAL) East meetings and other workshops, as reasonable and feasible.
- l. Consult via regional, state, and federal policy and technical advisory committees.
- m. Participate in relevant coordination training, workshops, and conferences.
- n. Serve as local clearinghouse for transportation funding opportunities – grants and programs.
- o. Assist transportation planning, programming, and monitoring activities for specific RTIP projects.

Products	Due Dates
Materials for public hearings, workshops, and meetings, including surveys and fact sheets.	As needed
Press releases, public service announcements and public notices for project planning workshops, preparation of RTIPs and varied supporting studies.	As required
Maintain current (interested parties) mailing list.	On-going
Document Tribal Government-to-Government relations.	On-going
Attended PDT meetings for the Alturas and Cedarville CAPM projects. Provided information and contacts to assist the Project Development Team.	Quarterly/as scheduled

Work Element 7002 Budget		
Type	Description	Amount
Revenues	RPA	\$ 39,000
	PPM	\$ 8,000
TOTAL		\$ 47,000
Expenditures	Staff	\$ 47,000
TOTAL		\$ 47,000

Work Element 7002.1 – Public Participation Plan

Purpose

Review and revise the Public Participation Plan to ensure that all opportunities for involvement and feedback are included; ensure compliance with State and Federal requirements.

Previous Tasks

Reviewed RTPAs PPP and researched outreach methods.

Ongoing Tasks

- a. Research public participation opportunities and in preparation for the 2025 update..

Products	Due Dates
Review and revise PPP	As needed
MCTC adopt updated PPP	As needed
Post PPP to MCTC Website	As updated

Work Element 7002.1 Budget		
Type	Description	Amount
Revenues	RPA	\$ 500
	PPM	\$ 500
TOTAL		\$ 1,000
Expenditure:	Staff	\$ 1,000
TOTAL		\$ 1,000

Work Element 7002.2 – Title VI (non-transit)Purpose

To ensure that no person is excluded from participation in, denied the benefits of, or otherwise subjected to discrimination under any of its program, activities, or services based on race, color, or national origin. All persons, regardless of their citizenship, are covered under this regulation to comply with State and federal regulations.

Previous Tasks

Prepared and adopted the FTA Title VI Plan February 2, 2021; posted the plan to MCTC website Feb 4, 2021.

Ongoing Tasks

- a. Monitor State and Federal Transit Administration regulations to maintain compliance.
- b. Amend the plan as needed.

Products	Due Dates
Revised Title VI Plan/new draft Title VI Plan	As needed
Final updated Title VI Plan	Feb 2024
Post Plan MCTC Website	As updated

Work Element 7002.2 Budget		
Type	Description	Amount
Revenues	RPA	\$ 500
	PPM	\$ 500
TOTAL		\$ 1,000
Expenditures	Staff	\$ 1,000
TOTAL		\$ 1,000

Work Element 7003 - Regional Transportation System Management

Purpose

1. Determine and establish policies, safety needs, deficiencies and multimodal improvement programs for streets, roads, and highways in the region, coordinating with local transportation partners and Caltrans, particularly District 2 staff, and functional units including project coordination meetings and attend project development team meetings.

Previous Tasks

Coordinated with Caltrans District 2 on outreach for Main Street Design Committee; managed and maintained the Pavement Management System. Performed outreach and supported multimodal improvements. Reviewed RTP consistency with agency's plans and programs. Assisted transportation partners (City, County, and Lake Rail) regarding funding programs and transportation grant applications. Participated as a stakeholder for the Modoc County Local Road Safety Plan.

Ongoing Tasks

- a. Review RTP consistency with plans and programs.
- b. Consult extensively with shareholders and the public, including outreach to targeted minority groups, regarding regional transportation projects.
- c. Meet with local agencies regarding their efforts to maintain and improve airports, including annual visits, and monitor maintenance of and improvements to general aviation facilities within the region.
- d. Consult with Tribal Governments and advisory groups for various transportation plans and projects. Meet with area Tribes to discuss projects in the region.
- e. Meet with County of Modoc Road and Planning Departments, City of Alturas Public Works, Caltrans, Tribal Governments, transportation providers, and stakeholders.
- f. Manage the Pavement Management System.

Products	Due Dates
Meeting agendas for committees related to b, e, and f, above.	Ongoing as needed
Document consultation and advisory meeting outcomes.	Ongoing
Pavement Condition data.	Ongoing
Responses to survey/information requests from Caltrans, agencies, and organizations.	As requested
Final/submitted regional transportation grant applications.	By deadlines
Provided support letters for local agency transportation grants.	As requested

Work Element 7003 Budget		
Type	Description	Amount
Revenues	RPA	\$ 15,000
	PPM	\$ 3,000
TOTAL		\$ 18,000
Expenditures	Staff	\$ 18,000
TOTAL		\$ 18,000

Work Element 7003.1 - Regional Transportation Plan

Purpose

1. Update elements of the Regional Transportation Plan (RTP) – in collaboration with federal, State, and local agencies, Caltrans, and the public to maintain consistency with State laws and guidelines and local General and Housing plans.

Previous Tasks

Reviewed 2020 Census data for use in the 2024 RTP update. Reviewed the RTP for grant application consistency.

Ongoing Tasks

- a. Review projects for consistency with the RTP.
- b. Amend the Regional Transportation Plan as needed.
- c. Begin developing the 2024 Regional Transportation Plan.

Products	Due Dates
2019 Regional Transportation Plan amendments	As needed
Regional Transportation Plan project lists	Ongoing
Updated demographics data.	Ongoing/2024 RTP
Prepare CEQA and circulate draft/adopt final CEQA (NOD)	Jun 2024
Updated maintained mileage inventory and pavement condition surveys	Ongoing/2024 RTP

Work Element 7003.1 Budget		
Type	Description	Amount
Revenues	RPA	\$ 35,000
	PPM	\$ 25,000
TOTAL		\$ 60,000
Expenditures	Staff	\$ 60,000
TOTAL		\$ 60,000

Table 3 2024 RTP Update Timeline and Deliverables

2024 Regional Transportation Plan Update Tentative Project Timeline/Deliverables						
	Fiscal Year 23/24					
	Jan	Feb	Mar	Apr	May	Jun
Outreach - Prepare Draft						
Solicit Agency input						
Update Data						
Gov't to Gov't Meetings						
Draft RTP						
Prepare draft and checklist						
Circulate draft to Agencies						

Work Element 7003.2 - Regional Transportation Improvement ProgramPurpose

1. To develop the RTIP following the CTC's Fund Estimate
2. Assist Agencies in project delivery, STIP amendments/allocations, and monitor timely use of funds.

Previous Tasks

Assisted agencies with STIP Amendments and Time Extensions. Attended the CTC Workshops regarding timely use of funds modifications and COVID Relief Funding. Submitted a letter to the CTC regarding not programming any new projects in the 2022 RTIP due to reduced county shares.

Ongoing Tasks

- a. Assist agencies with STIP Amendments and Time Extensions.
- b. Attend CTC workshops to discuss the Fund Estimate.
- c. Attend Coordination meetings with District 2 for potential partnership projects.
- d. Support the development of Project Study Reports, STIP Amendments, monitor timely use of funds.
- e. Conduct interagency and public outreach during the development of the RTIP.
- f. Facilitate interagency collaboration to identify and develop new projects, explicitly integrating environmental considerations for efficient and timely project delivery.
- g. Participate during CTC, Caltrans HQ and D2, RCTF, NSSR and RTPA group meetings / workshops regarding RTIP / STIP preparation, adoption, guidelines development, project criteria, etc.
- h. Coordinate with CTC staff to process STIP amendments and assess funding options; support agency projects and address project issues.

Products	Due Dates
RTIP/STIP amendments, allocation requests, time extensions, etc.	Ongoing; As needed
Review the draft and final Fund Estimate	Jul-Aug 2023
Set targets for agencies; review programming documents for consistency with STIP Guidelines	Jul-Sept 2023
Adopt the 2024 RTIP and submit to the California Transportation Commission	By Dec 15, 2023
Manage adopted STIP - Timely use of funds, allocations, etc.	Ongoing

Work Element 7003.2 Budget		
Type	Description	Amount
Revenues	RPA	\$ 4,000
	PPM	\$ 3,000
TOTAL		\$ 7,000
Expenditures	Staff	\$ 7,000
TOTAL		\$ 7,000

Work Element 7004 – Multimodal and Public Transportation

Purpose

1. To review and comment on various projects for transportation impacts.
2. Ensure consistency with the Regional Transportation Plan.
3. Coordinate among public, private, Tribal, and social service transportation providers to support regional mobility.
4. Continuity between the Modoc Public Transit / Social Services Transportation - Coordination Plan document and the Modoc Regional Transportation Plan (RTP) document.

Previous Tasks

Updated the Coordinated Public Transit – Human Services Transportation Plan December 2019 and posted it to the MCTC website. Provided Lake Rail’s dba Goose Lake Rail application for and award of a Short Line Rail Improvement Program grant. Provided support for the Modoc County’s Alternative Transportation Plan grant application. Investigated the viability of a Bicycle Transportation Plan; Modoc is a small rural area. The climate is not conducive for bicycle commuters about 7-9 months of the year (high terrain, low winter temperatures, snow, ice, etc.). ATP and Bicycle projects are in the 2019 Modoc RTP. Updated the Transit Asset Management Plan.

Ongoing Tasks

- a. Continue to support regional agency’s efforts to enhance bicycle and pedestrian options; provide RTPA support for local agency grant applications/projects.
- b. Monitor activities related to non-motorized transportation (bicycle, pedestrian, and transit), general aviation airports within the region, and rail transportation plus ancillary activities, including railroad museum and support *Rails to Trails* initiatives and provide information on grants that may be beneficial to related agencies.
- c. Revise and circulate surveys; assess existing and proposed services regarding public transportation, and multimodal needs. Update the Transit Asset Management Plan.
- d. Attend community meetings to discuss and promote multimodal options.
- e. Identify funding opportunities to support multimodal opportunities, community transportation, planning, and coordination of regional transportation services.
- f. Provide information to local partners about Alternative Transportation Program (ATP) funding cycles. Work with public health departments to support walkable communities.

Products	Due Dates
Provided support letters, resolutions, and assistance for agency’s multimodal grant applications	On-going, as needed
Completed surveys and utilize the information in transportation plans and services.	On-going, as needed
Updated the Transit Asset Management Plan	Dec 2023

Work Element 7004 Budget		
Type	Description	Amount
Revenues	RPA	\$ 31,000
	PPM	\$ 7,000
TOTAL		\$ 38,000
Expenditures	Staff	\$ 38,000
TOTAL		\$ 38,000

Work Element 7005 – Short Range Transit Plan

Purpose

The 2020 Performance Audit identified the need to have a Short Range Transit Plan (SRTP) completed. The goals are to develop a comprehensive plan that will identify future growth, existing and future regional transit needs, develop performance measures to track the performance of the system, and develop a feasible implementation plan for planning, operational funding, and capital needs for Sage Stage. The SRTP will assist Modoc County Transportation Commission (MCTC) in setting policies, goals, operation, capital investments, and marketing for Sage Stage. The SRTP will recommend modifications to enhance and efficiently operate our services. We have 3 intercity routes and our local bus service that provides rides within 10 miles of Alturas.

Previous Tasks

2013 Short Range Transit Plan. Implemented Action items from the plan, rebranded the buses, improved marketing, modified fare revenue structures, created sagestage.com website, strengthened stakeholder partnerships, created agency specific fare cards for social service agency's clients, and implemented other service enhancements.

SRTP Tasks

- a. Project administration - administer the contract and oversee the consultant (5%).
- b. Consultant procurement.
- c. Existing conditions will be analyzed and summarized by the consultant and include existing operations, capital assets, funding/budgets, perform ride a longs and peer contacts, and interview passengers.
- d. The consultant will perform a detailed analysis of future trends and demand, costs, budgets, ridership, farebox, and provide 3 alternative service modes with a recommended preferred model.
- e. The consultant will conduct outreach and present a summary of the plan development and actions.
- f. MCTC will convene the Advisory Committee (SSTAC) and analyze agencies, stakeholders, and peers; recommend best practices and identify opportunities to coordinate services and new connections.
- g. Consultant will prepare the Draft SRTP including an executive summary and summary of actions.
- h. The Final Plan will be adopted by the MCTC following a public hearing; the consultant will provide electronic and ADA accessible copies of the final plan.
- i. The MCTC will approve the Final Modoc SRTP during a public meeting. MCTC staff will prepare the agendas, legal notices, staff reports, and meeting minutes.

Products	Due Dates
Kick-off meeting with Caltrans	Aug 2023
Request for Proposal	Oct-Nov 2023
Executed consultant contract	Jan-Feb 2024
Summary of existing data, reports, and plans	Mar-May 2024
Analysis and summary of future trends and demand	May-Sept 2024
Conduct community outreach, workshops, public hearings, and summarize comments and action items for the SRTP	Apr-Nov 2024
Flyers, newspaper, and website announcements, sign in sheets, community surveys, presentations, and plan assumptions (convene Advisory Committee)	Feb-Nov 2024
Draft Plan, public comments, action plan summary	Feb 2024- Nov 2024
Final Plan (ADA accessible) electronic copy and paper copy.	Jan-Feb 2024
MCTC agenda, legal notice, staff report, presentation materials, meeting minutes with MCTC acceptance/approval	Feb-Apr 2024

Work Element 7005 Budget		
Type	Description	Amount
Revenues	RMRA	\$ 75,000
	LTF	\$ 9,717
TOTAL		\$ 84,717
Expenditures	Defined in WE	\$ 84,717
TOTAL		\$ 84,717

California Department of Transportation
Sustainable Transportation Planning Grant Program
COST AND SCHEDULE

[illegible]

Appendix A

Certifications and Assurances

Certifications and Assurances

Fiscal Year 2023

Not every provision of every certification will apply to every applicant or award. If a provision of a certification does not apply to the applicant or its award, FTA will not enforce that provision. Refer to FTA's accompanying Instructions document for more information.

Text in italics is guidance to the public. It does not have the force and effect of law, and is not meant to bind the public in any way. It is intended only to provide clarity to the public regarding existing requirements under the law or agency policies.

CATEGORY 1. CERTIFICATIONS AND ASSURANCES REQUIRED OF EVERY APPLICANT.

All applicants must make the certifications in this category.

1.1. Standard Assurances.

The certifications in this subcategory appear as part of the applicant's registration or annual registration renewal in the System for Award Management (SAM.gov) and on the Office of Management and Budget's standard form 424B "Assurances—Non-Construction Programs". This certification has been modified in places to include analogous certifications required by U.S. DOT statutes or regulations.

As the duly authorized representative of the applicant, you certify that the applicant:

- (a) Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
- (b) Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
- (c) Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
- (d) Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
- (e) Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§ 4728–4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 CFR 900, Subpart F).

Certifications and Assurances

Fiscal Year 2023

- (f) Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to:
- (1) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin, as effectuated by U.S. DOT regulation 49 CFR Part 21;
 - (2) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681–1683, and 1685–1686), which prohibits discrimination on the basis of sex, as effectuated by U.S. DOT regulation 49 CFR Part 25;
 - (3) Section 5332 of the Federal Transit Law (49 U.S.C. § 5332), which prohibits any person being excluded from participating in, denied a benefit of, or discriminated against under, a project, program, or activity receiving financial assistance from FTA because of race, color, religion, national origin, sex, disability, or age.
 - (4) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicaps, as effectuated by U.S. DOT regulation 49 CFR Part 27;
 - (5) The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101–6107), which prohibits discrimination on the basis of age;
 - (6) The Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse;
 - (7) The comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism;
 - (8) Sections 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§ 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records;
 - (9) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental, or financing of housing;
 - (10) Any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and,
 - (11) the requirements of any other nondiscrimination statute(s) which may apply to the application.
- (g) Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (“Uniform Act”) (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases. The requirements of the Uniform Act are effectuated by U.S. DOT regulation 49 CFR Part 24.

Certifications and Assurances

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- (h) Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§ 1501–1508 and 7324–7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
- (i) Will comply, as applicable, with the provisions of the Davis–Bacon Act (40 U.S.C. §§ 276a to 276a-7), the Copeland Act (40 U.S.C. § 276c and 18 U.S.C. § 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327–333), regarding labor standards for federally assisted construction subagreements.
- (j) Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
- (k) Will comply with environmental standards which may be prescribed pursuant to the following:
 - (1) Institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514;
 - (2) Notification of violating facilities pursuant to EO 11738;
 - (3) Protection of wetlands pursuant to EO 11990;
 - (4) Evaluation of flood hazards in floodplains in accordance with EO 11988;
 - (5) Assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§ 1451 et seq.);
 - (6) Conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§ 7401 et seq.);
 - (7) Protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and
 - (8) Protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93–205).
- (l) Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§ 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
- (m) Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. § 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§ 469a-1 et seq.).
- (n) Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
- (o) Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§ 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded

Certifications and Assurances

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- animals held for research, teaching, or other activities supported by this award of assistance.
- (p) Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§ 4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
 - (q) Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and 2 CFR Part 200, Subpart F, "Audit Requirements", as adopted and implemented by U.S. DOT at 2 CFR Part 1201.
 - (r) Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing the program under which it is applying for assistance.
 - (s) Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. § 7104) which prohibits grant award recipients or a subrecipient from:
 - (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect;
 - (2) Procuring a commercial sex act during the period of time that the award is in effect; or
 - (3) Using forced labor in the performance of the award or subawards under the award.

1.2. Standard Assurances: Additional Assurances for Construction Projects.

This certification appears on the Office of Management and Budget's standard form 424D "Assurances—Construction Programs" and applies specifically to federally assisted projects for construction. This certification has been modified in places to include analogous certifications required by U.S. DOT statutes or regulations.

As the duly authorized representative of the applicant, you certify that the applicant:

- (a) Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency; will record the Federal awarding agency directives; and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure nondiscrimination during the useful life of the project.
- (b) Will comply with the requirements of the assistance awarding agency with regard to the drafting, review, and approval of construction plans and specifications.
- (c) Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work confirms with the approved plans and specifications, and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.

Certifications and Assurances

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1.3. Procurement.

The Uniform Administrative Requirements, 2 CFR § 200.324, allow a recipient to self-certify that its procurement system complies with Federal requirements, in lieu of submitting to certain pre-procurement reviews.

The applicant certifies that its procurement system complies with:

- (a) U.S. DOT regulations, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards,” 2 CFR Part 1201, which incorporates by reference U.S. OMB regulatory guidance, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards,” 2 CFR Part 200, particularly 2 CFR §§ 200.317–200.326 “Procurement Standards;
- (b) Federal laws, regulations, and requirements applicable to FTA procurements; and
- (c) The latest edition of FTA Circular 4220.1 and other applicable Federal guidance.

1.4. Suspension and Debarment.

Pursuant to Executive Order 12549, as implemented at 2 CFR Parts 180 and 1200, prior to entering into a covered transaction with an applicant, FTA must determine whether the applicant is excluded from participating in covered non-procurement transactions. For this purpose, FTA is authorized to collect a certification from each applicant regarding the applicant’s exclusion status. 2 CFR § 180.300. Additionally, each applicant must disclose any information required by 2 CFR § 180.335 about the applicant and the applicant’s principals prior to entering into an award agreement with FTA. This certification serves both purposes.

The applicant certifies, to the best of its knowledge and belief, that the applicant and each of its principals:

- (a) Is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily or involuntarily excluded from covered transactions by any Federal department or agency;
- (b) Has not, within the preceding three years, been convicted of or had a civil judgment rendered against him or her for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public or private agreement or transaction; violation of Federal or State antitrust statutes, including those proscribing price fixing between competitors, allocation of customers between competitors, and bid rigging; commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice; or commission of any other offense indicating a lack of business integrity or business honesty;

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- (c) Is not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any offense described in paragraph (b) of this certification;
- (d) Has not, within the preceding three years, had one or more public transactions (Federal, State, or local) terminated for cause or default.

1.5. Coronavirus Response and Relief Supplemental Appropriations Act, 2021, and CARES Act Funding.

The applicant certifies:

- (a) To the maximum extent possible, funds made available under title IV of division M of the Consolidated Appropriations Act, 2021 (Public Law 116–260), and in title XII of division B of the CARES Act (Public Law 116–136; 134 Stat. 599) shall be directed to payroll and operations of public transit (including payroll and expenses of private providers of public transportation); or
- (a) The applicant certifies that the applicant has not furloughed any employees.

1.6. American Rescue Plan Act Funding.

The applicant certifies:

- (a) Funds made available by Section 3401(a)(2)(A) of the American Rescue Plan Act of 2021 (Public Law 117-2) shall be directed to payroll and operations of public transportation (including payroll and expenses of private providers of public transportation); or
- (b) The applicant certifies that the applicant has not furloughed any employees.

CATEGORY 2. PUBLIC TRANSPORTATION AGENCY SAFETY PLANS

This certification is required of each applicant under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), each rail operator that is subject to FTA's state safety oversight programs, and each State that is required to draft and certify a public transportation agency safety plan on behalf of a small public transportation provider pursuant to 49 CFR § 673.11(d). This certification is required by 49 U.S.C. § 5329(d)(1) and 49 CFR § 673.13.

This certification does not apply to any applicant that receives financial assistance from FTA exclusively under the Formula Grants for the Enhanced Mobility of Seniors Program (49 U.S.C. § 5310), the Formula Grants for Rural Areas Program (49 U.S.C. § 5311), or combination of these two programs.

If the applicant is an operator, the applicant certifies that it has established a public transportation agency safety plan meeting the requirements of 49 U.S.C. § 5329(d)(1) and 49 CFR Part 673.

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If the applicant is a State, the applicant certifies that:

- (a) It has drafted a public transportation agency safety plan for each small public transportation provider within the State, unless the small public transportation provider provided notification to the State that it was opting out of the State-drafted plan and drafting its own public transportation agency safety plan; and
- (b) Each small public transportation provider within the State has a public transportation agency safety plan that has been approved by the provider's Accountable Executive (as that term is defined at 49 CFR § 673.5) and Board of Directors or Equivalent Authority (as that term is defined at 49 CFR § 673.5).

CATEGORY 3. TAX LIABILITY AND FELONY CONVICTIONS.

If the applicant is a business association (regardless of for-profit, not for-profit, or tax exempt status), it must make this certification. Federal appropriations acts since at least 2014 have prohibited FTA from using funds to enter into an agreement with any corporation that has unpaid Federal tax liabilities or recent felony convictions without first considering the corporation for debarment. E.g., Consolidated Appropriations Act, 2021, Pub. L. 116-260, div. E, title VII, §§ 744–745. U.S. DOT Order 4200.6 defines a “corporation” as “any private corporation, partnership, trust, joint-stock company, sole proprietorship, or other business association”, and applies the restriction to all tiers of subawards. As prescribed by U.S. DOT Order 4200.6, FTA requires each business association applicant to certify as to its tax and felony status.

If the applicant is a private corporation, partnership, trust, joint-stock company, sole proprietorship, or other business association, the applicant certifies that:

- (a) It has no unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability; and
- (b) It has not been convicted of a felony criminal violation under any Federal law within the preceding 24 months.

CATEGORY 4. LOBBYING.

If the applicant will apply for a grant or cooperative agreement exceeding \$100,000, or a loan, line of credit, loan guarantee, or loan insurance exceeding \$150,000, it must make the following certification and, if applicable, make a disclosure regarding the applicant's lobbying activities. This certification is required by 49 CFR § 20.110 and app. A to that part.

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This certification does not apply to an applicant that is an Indian Tribe, Indian organization, or an Indian tribal organization exempt from the requirements of 49 CFR Part 20.

4.1. Certification for Contracts, Grants, Loans, and Cooperative Agreements.

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

4.2. Statement for Loan Guarantees and Loan Insurance.

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

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Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

CATEGORY 5. PRIVATE SECTOR PROTECTIONS.

If the applicant will apply for funds that it will use to acquire or operate public transportation facilities or equipment, the applicant must make the following certification regarding protections for the private sector.

5.1. Charter Service Agreement.

To enforce the provisions of 49 U.S.C. § 5323(d), FTA's charter service regulation requires each applicant seeking assistance from FTA for the purpose of acquiring or operating any public transportation equipment or facilities to make the following Charter Service Agreement. 49 CFR § 604.4.

The applicant agrees that it, and each of its subrecipients, and third party contractors at any level who use FTA-funded vehicles, may provide charter service using equipment or facilities acquired with Federal assistance authorized under the Federal Transit Laws only in compliance with the regulations set out in 49 CFR Part 604, the terms and conditions of which are incorporated herein by reference.

5.2. School Bus Agreement.

To enforce the provisions of 49 U.S.C. § 5323(f), FTA's school bus regulation requires each applicant seeking assistance from FTA for the purpose of acquiring or operating any public transportation equipment or facilities to make the following agreement regarding the provision of school bus services. 49 CFR § 605.15.

- (a) If the applicant is not authorized by the FTA Administrator under 49 CFR § 605.11 to engage in school bus operations, the applicant agrees and certifies as follows:
 - (1) The applicant and any operator of project equipment agrees that it will not engage in school bus operations in competition with private school bus operators.
 - (2) The applicant agrees that it will not engage in any practice which constitutes a means of avoiding the requirements of this agreement, part 605 of the Federal Mass Transit Regulations, or section 164(b) of the Federal-Aid Highway Act of 1973 (49 U.S.C. 1602a(b)).
- (b) If the applicant is authorized or obtains authorization from the FTA Administrator to engage in school bus operations under 49 CFR § 605.11, the applicant agrees as follows:

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- (1) The applicant agrees that neither it nor any operator of project equipment will engage in school bus operations in competition with private school bus operators except as provided herein.
- (2) The applicant, or any operator of project equipment, agrees to promptly notify the FTA Administrator of any changes in its operations which might jeopardize the continuation of an exemption under § 605.11.
- (3) The applicant agrees that it will not engage in any practice which constitutes a means of avoiding the requirements of this agreement, part 605 of the Federal Transit Administration regulations or section 164(b) of the Federal-Aid Highway Act of 1973 (49 U.S.C. 1602a(b)).
- (4) The applicant agrees that the project facilities and equipment shall be used for the provision of mass transportation services within its urban area and that any other use of project facilities and equipment will be incidental to and shall not interfere with the use of such facilities and equipment in mass transportation service to the public.

CATEGORY 6. TRANSIT ASSET MANAGEMENT PLAN.

If the applicant owns, operates, or manages capital assets used to provide public transportation, the following certification is required by 49 U.S.C. § 5326(a).

The applicant certifies that it is in compliance with 49 CFR Part 625.

CATEGORY 7. ROLLING STOCK BUY AMERICA REVIEWS AND BUS TESTING.**7.1. Rolling Stock Buy America Reviews.**

If the applicant will apply for an award to acquire rolling stock for use in revenue service, it must make this certification. This certification is required by 49 CFR § 663.7.

The applicant certifies that it will conduct or cause to be conducted the pre-award and post-delivery audits prescribed by 49 CFR Part 663 and will maintain on file the certifications required by Subparts B, C, and D of 49 CFR Part 663.

7.2. Bus Testing.

If the applicant will apply for funds for the purchase or lease of any new bus model, or any bus model with a major change in configuration or components, the applicant must make this certification. This certification is required by 49 CFR § 665.7.

The applicant certifies that the bus was tested at the Bus Testing Facility and that the bus received a passing test score as required by 49 CFR Part 665. The applicant has received or will

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receive the appropriate full Bus Testing Report and any applicable partial testing reports before final acceptance of the first vehicle.

CATEGORY 8. URBANIZED AREA FORMULA GRANTS PROGRAM.

If the applicant will apply for an award under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), or any other program or award that is subject to the requirements of 49 U.S.C. § 5307, including the Formula Grants for the Enhanced Mobility of Seniors Program (49 U.S.C. § 5310); “flex funds” from infrastructure programs administered by the Federal Highways Administration (see 49 U.S.C. § 5334(i)); projects that will receive an award authorized by the Transportation Infrastructure Finance and Innovation Act (“TIFIA”) (23 U.S.C. §§ 601–609) or State Infrastructure Bank Program (23 U.S.C. § 610) (see 49 U.S.C. § 5323(o)); formula awards or competitive awards to urbanized areas under the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339(a) and (b)); or low or no emission awards to any area under the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339(c)), the applicant must make the following certification. This certification is required by 49 U.S.C. § 5307(c)(1).

The applicant certifies that it:

- (a) Has or will have the legal, financial, and technical capacity to carry out the program of projects (developed pursuant 49 U.S.C. § 5307(b)), including safety and security aspects of the program;
- (b) Has or will have satisfactory continuing control over the use of equipment and facilities;
- (c) Will maintain equipment and facilities in accordance with the applicant’s transit asset management plan;
- (d) Will ensure that, during non-peak hours for transportation using or involving a facility or equipment of a project financed under this section, a fare that is not more than 50 percent of the peak hour fare will be charged for any—
 - (1) Senior;
 - (2) Individual who, because of illness, injury, age, congenital malfunction, or any other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability), cannot use a public transportation service or a public transportation facility effectively without special facilities, planning, or design; and
 - (3) Individual presenting a Medicare card issued to that individual under title II or XVIII of the Social Security Act (42 U.S.C. §§ 401 et seq., and 1395 et seq.);
- (e) In carrying out a procurement under 49 U.S.C. § 5307, will comply with 49 U.S.C. §§ 5323 (general provisions) and 5325 (contract requirements);
- (f) Has complied with 49 U.S.C. § 5307(b) (program of projects requirements);

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- (g) Has available and will provide the required amounts as provided by 49 U.S.C. § 5307(d) (cost sharing);
- (h) Will comply with 49 U.S.C. §§ 5303 (metropolitan transportation planning) and 5304 (statewide and nonmetropolitan transportation planning);
- (i) Has a locally developed process to solicit and consider public comment before raising a fare or carrying out a major reduction of transportation;
- (j) Either—
 - (1) Will expend for each fiscal year for public transportation security projects, including increased lighting in or adjacent to a public transportation system (including bus stops, subway stations, parking lots, and garages), increased camera surveillance of an area in or adjacent to that system, providing an emergency telephone line to contact law enforcement or security personnel in an area in or adjacent to that system, and any other project intended to increase the security and safety of an existing or planned public transportation system, at least 1 percent of the amount the recipient receives for each fiscal year under 49 U.S.C. § 5336; or
 - (2) Has decided that the expenditure for security projects is not necessary;
- (k) In the case of an applicant for an urbanized area with a population of not fewer than 200,000 individuals, as determined by the Bureau of the Census, will submit an annual report listing projects carried out in the preceding fiscal year under 49 U.S.C. § 5307 for associated transit improvements as defined in 49 U.S.C. § 5302; and
- (l) Will comply with 49 U.S.C. § 5329(d) (public transportation agency safety plan).

CATEGORY 9. FORMULA GRANTS FOR RURAL AREAS.

If the applicant will apply for funds made available to it under the Formula Grants for Rural Areas Program (49 U.S.C. § 5311), it must make this certification. Paragraph (a) of this certification helps FTA make the determinations required by 49 U.S.C. § 5310(b)(2)(C). Paragraph (b) of this certification is required by 49 U.S.C. § 5311(f)(2). Paragraph (c) of this certification, which applies to funds apportioned for the Appalachian Development Public Transportation Assistance Program, is necessary to enforce the conditions of 49 U.S.C. § 5311(c)(2)(D).

- (a) The applicant certifies that its State program for public transportation service projects, including agreements with private providers for public transportation service—
 - (1) Provides a fair distribution of amounts in the State, including Indian reservations; and
 - (2) Provides the maximum feasible coordination of public transportation service assisted under 49 U.S.C. § 5311 with transportation service assisted by other Federal sources; and

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- (b) If the applicant will in any fiscal year expend less than 15% of the total amount made available to it under 49 U.S.C. § 5311 to carry out a program to develop and support intercity bus transportation, the applicant certifies that it has consulted with affected intercity bus service providers, and the intercity bus service needs of the State are being met adequately.
- (c) If the applicant will use for a highway project amounts that cannot be used for operating expenses authorized under 49 U.S.C. § 5311(c)(2) (Appalachian Development Public Transportation Assistance Program), the applicant certifies that—
 - (1) It has approved the use in writing only after providing appropriate notice and an opportunity for comment and appeal to affected public transportation providers; and
 - (2) It has determined that otherwise eligible local transit needs are being addressed.

**CATEGORY 10. FIXED GUIDEWAY CAPITAL INVESTMENT GRANTS AND THE
EXPEDITED PROJECT DELIVERY FOR CAPITAL INVESTMENT GRANTS
PILOT PROGRAM.**

If the applicant will apply for an award under any subsection of the Fixed Guideway Capital Investment Program (49 U.S.C. § 5309), including an award made pursuant to the FAST Act's Expedited Project Delivery for Capital Investment Grants Pilot Program (Pub. L. 114-94, div. A, title III, § 3005(b)), the applicant must make the following certification. This certification is required by 49 U.S.C. § 5309(c)(2) and Pub. L. 114-94, div. A, title III, § 3005(b)(3)(B).

The applicant certifies that it:

- (a) Has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award,
- (b) Has or will have satisfactory continuing control over the use of equipment and facilities acquired or improved under its Award.
- (c) Will maintain equipment and facilities acquired or improved under its Award in accordance with its transit asset management plan; and
- (d) Will comply with 49 U.S.C. §§ 5303 (metropolitan transportation planning) and 5304 (statewide and nonmetropolitan transportation planning).

**CATEGORY 11. GRANTS FOR BUSES AND BUS FACILITIES AND LOW OR NO
EMISSION VEHICLE DEPLOYMENT GRANT PROGRAMS.**

If the applicant is in an urbanized area and will apply for an award under subsection (a) (formula grants), subsection (b) (buses and bus facilities competitive grants), or subsection (c) (low or no emissions grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the certification in Category 8 for Urbanized Area Formula

Certifications and Assurances

Fiscal Year 2023

Grants (49 U.S.C. § 5307). This certification is required by 49 U.S.C. § 5339(a)(3), (b)(6), and (c)(3), respectively.

If the applicant is in a rural area and will apply for an award under subsection (a) (formula grants), subsection (b) (bus and bus facilities competitive grants), or subsection (c) (low or no emissions grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the certification in Category 9 for Formula Grants for Rural Areas (49 U.S.C. § 5311). This certification is required by 49 U.S.C. § 5339(a)(3), (b)(6), and (c)(3), respectively.

Making this certification will incorporate by reference the applicable certifications in Category 8 or Category 9.

If the applicant will receive a competitive award under subsection (b) (buses and bus facilities competitive grants), or subsection (c) (low or no emissions grants) of the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339) related to zero emissions vehicles or related infrastructure, it must make the following certification. This certification is required by 49 U.S.C. § 5339(d).

The applicant will use 5 percent of grants related to zero emissions vehicles (as defined in subsection (c)(1)) or related infrastructure under subsection (b) or (c) to fund workforce development training as described in section 49 U.S.C. § 5314(b)(2) (including registered apprenticeships and other labor-management training programs) under the recipient's plan to address the impact of the transition to zero emission vehicles on the applicant's current workforce; or the applicant certifies a smaller percentage is necessary to carry out that plan.

CATEGORY 12. ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES PROGRAMS.

If the applicant will apply for an award under the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program (49 U.S.C. § 5310), it must make the certification in Category 8 for Urbanized Area Formula Grants (49 U.S.C. § 5307). This certification is required by 49 U.S.C. § 5310(e)(1). Making this certification will incorporate by reference the certification in Category 8, except that FTA has determined that (d), (f), (i), (j), and (k) of Category 8 do not apply to awards made under 49 U.S.C. § 5310 and will not be enforced.

In addition to the certification in Category 8, the applicant must make the following certification that is specific to the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program. This certification is required by 49 U.S.C. § 5310(e)(2).

The applicant certifies that:

Certifications and Assurances

Fiscal Year 2023

- (a) The projects selected by the applicant are included in a locally developed, coordinated public transit-human services transportation plan;
- (b) The plan described in clause (a) was developed and approved through a process that included participation by seniors, individuals with disabilities, representatives of public, private, and nonprofit transportation and human services providers, and other members of the public;
- (c) To the maximum extent feasible, the services funded under 49 U.S.C. § 5310 will be coordinated with transportation services assisted by other Federal departments and agencies, including any transportation activities carried out by a recipient of a grant from the Department of Health and Human Services; and
- (d) If the applicant will allocate funds received under 49 U.S.C. § 5310 to subrecipients, it will do so on a fair and equitable basis.

CATEGORY 13. STATE OF GOOD REPAIR GRANTS.

If the applicant will apply for an award under FTA's State of Good Repair Grants Program (49 U.S.C. § 5337), it must make the following certification. Because FTA generally does not review the transit asset management plans of public transportation providers, the asset management certification is necessary to enforce the provisions of 49 U.S.C. § 5337(a)(4). The certification with regard to acquiring restricted rail rolling stock is required by 49 U.S.C. § 5323(u)(4). Note that this certification is not limited to the use of Federal funds.

The applicant certifies that the projects it will carry out using assistance authorized by the State of Good Repair Grants Program, 49 U.S.C. § 5337, are aligned with the applicant's most recent transit asset management plan and are identified in the investment and prioritization section of such plan, consistent with the requirements of 49 CFR Part 625.

If the applicant operates a rail fixed guideway service, the applicant certifies that, in the fiscal year for which an award is available to the applicant under the State of Good Repair Grants Program, 49 U.S.C. § 5337, the applicant will not award any contract or subcontract for the procurement of rail rolling stock for use in public transportation with a rail rolling stock manufacturer described in 49 U.S.C. § 5323(u)(1).

CATEGORY 14. INFRASTRUCTURE FINANCE PROGRAMS.

If the applicant will apply for an award for a project that will include assistance under the Transportation Infrastructure Finance and Innovation Act ("TIFIA") Program (23 U.S.C. §§ 601–609) or the State Infrastructure Banks ("SIB") Program (23 U.S.C. § 610), it must make the certifications in Category 8 for the Urbanized Area Formula Grants Program, Category 10 for the Fixed Guideway Capital Investment Grants program, and Category 13 for the State of Good Repair Grants program. These certifications are required by 49 U.S.C. § 5323(o).

Certifications and Assurances

Fiscal Year 2023

Making this certification will incorporate the certifications in Categories 8, 10, and 13 by reference.

CATEGORY 15. ALCOHOL AND CONTROLLED SUBSTANCES TESTING.

If the applicant will apply for an award under FTA's Urbanized Area Formula Grants Program (49 U.S.C. § 5307), Fixed Guideway Capital Investment Program (49 U.S.C. § 5309), Formula Grants for Rural Areas Program (49 U.S.C. § 5311), or Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339) programs, the applicant must make the following certification. The applicant must make this certification on its own behalf and on behalf of its subrecipients and contractors. This certification is required by 49 CFR § 655.83.

The applicant certifies that it, its subrecipients, and its contractors are compliant with FTA's regulation for the Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations, 49 CFR Part 655.

CATEGORY 16. RAIL SAFETY TRAINING AND OVERSIGHT.

If the applicant is a State with at least one rail fixed guideway system, or is a State Safety Oversight Agency, or operates a rail fixed guideway system, it must make the following certification. The elements of this certification are required by 49 CFR §§ 672.31 and 674.39.

The applicant certifies that the rail fixed guideway public transportation system and the State Safety Oversight Agency for the State are:

- (a) Compliant with the requirements of 49 CFR Part 672, "Public Transportation Safety Certification Training Program"; and
- (b) Compliant with the requirements of 49 CFR Part 674, "State Safety Oversight".

CATEGORY 17. DEMAND RESPONSIVE SERVICE.

If the applicant operates demand responsive service and will apply for an award to purchase a non-rail vehicle that is not accessible within the meaning of 49 CFR Part 37, it must make the following certification. This certification is required by 49 CFR § 37.77.

The applicant certifies that the service it provides to individuals with disabilities is equivalent to that provided to other persons. A demand responsive system, when viewed in its entirety, is deemed to provide equivalent service if the service available to individuals with disabilities, including individuals who use wheelchairs, is provided in the most integrated setting appropriate to the needs of the individual and is equivalent to the service provided other individuals with respect to the following service characteristics:

- (a) Response time;

Certifications and Assurances

Fiscal Year 2023

- (b) Fares;
- (c) Geographic area of service;
- (d) Hours and days of service;
- (e) Restrictions or priorities based on trip purpose;
- (f) Availability of information and reservation capability; and
- (g) Any constraints on capacity or service availability.

CATEGORY 18. INTEREST AND FINANCING COSTS.

If the applicant will pay for interest or other financing costs of a project using assistance awarded under the Urbanized Area Formula Grants Program (49 U.S.C. § 5307), the Fixed Guideway Capital Investment Grants Program (49 U.S.C. § 5309), or any program that must comply with the requirements of 49 U.S.C. § 5307, including the Formula Grants for the Enhanced Mobility of Seniors Program (49 U.S.C. § 5310), "flex funds" from infrastructure programs administered by the Federal Highways Administration (see 49 U.S.C. § 5334(i)), or awards to urbanized areas under the Grants for Buses and Bus Facilities Program (49 U.S.C. § 5339), the applicant must make the following certification. This certification is required by 49 U.S.C. §§ 5307(e)(3) and 5309(k)(2)(D).

The applicant certifies that:

- (a) Its application includes the cost of interest earned and payable on bonds issued by the applicant only to the extent proceeds of the bonds were or will be expended in carrying out the project identified in its application; and
- (b) The applicant has shown or will show reasonable diligence in seeking the most favorable financing terms available to the project at the time of borrowing.

CATEGORY 19. CYBERSECURITY CERTIFICATION FOR RAIL ROLLING STOCK AND OPERATIONS.

If the applicant operates a rail fixed guideway public transportation system, it must make this certification. This certification is required by 49 U.S.C. § 5323(v), a new subsection added by the National Defense Authorization Act for Fiscal Year 2020, Pub. L. 116-92, § 7613 (Dec. 20, 2019). For information about standards or practices that may apply to a rail fixed guideway public transportation system, visit <https://www.nist.gov/cyberframework> and <https://www.cisa.gov/>.

The applicant certifies that it has established a process to develop, maintain, and execute a written plan for identifying and reducing cybersecurity risks that complies with the requirements of 49 U.S.C. § 5323(v)(2).

Certifications and Assurances

Fiscal Year 2023

**CATEGORY 20. PUBLIC TRANSPORTATION ON INDIAN RESERVATIONS
FORMULA AND DISCRETIONARY PROGRAM (TRIBAL TRANSIT
PROGRAMS).**

Before FTA may provide Federal assistance for an Award financed under either the Public Transportation on Indian Reservations Formula or Discretionary Program authorized under 49 U.S.C. § 5311(c)(1), as amended by the FAST Act, (Tribal Transit Programs), the applicant must select the Certifications in Category 21, except as FTA determines otherwise in writing. Tribal Transit Program applicants may certify to this Category and Category 1 (Certifications and Assurances Required of Every Applicant) and need not make any other certification, to meet Tribal Transit Program certification requirements. If an applicant will apply for any program in addition to the Tribal Transit Program, additional certifications may be required.

FTA has established terms and conditions for Tribal Transit Program grants financed with Federal assistance appropriated or made available under 49 U.S.C. § 5311(c)(1). The applicant certifies that:

- (a) It has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.
- (b) It has or will have satisfactory continuing control over the use of its equipment and facilities acquired or improved under its Award.
- (c) It will maintain its equipment and facilities acquired or improved under its Award, in accordance with its transit asset management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR Part 625. Its Award will achieve maximum feasible coordination with transportation service financed by other federal sources.
- (d) With respect to its procurement system:
 - (1) It will have a procurement system that complies with U.S. DOT regulations, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR Part 1201, which incorporates by reference U.S. OMB regulatory guidance, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR Part 200, for Awards made on or after December 26, 2014,
 - (2) It will have a procurement system that complies with U.S. DOT regulations, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments," 49 CFR Part 18, specifically former 49 CFR § 18.36, for Awards made before December 26, 2014, or
 - (3) It will inform FTA promptly if its procurement system does not comply with either of those U.S. DOT regulations.
- (e) It will comply with the Certifications, Assurances, and Agreements in:
 - (1) Category 05.1 and 05.2 (Charter Service Agreement and School Bus Agreement),
 - (2) Category 06 (Transit Asset Management Plan),

Certifications and Assurances

Fiscal Year 2023

- (3) Category 07.1 and 07.2 (Rolling Stock Buy America Reviews and Bus Testing),
- (4) Category 09 (Formula Grants for Rural Areas),
- (5) Category 15 (Alcohol and Controlled Substances Testing), and
- (6) Category 17 (Demand Responsive Service).

CATEGORY 21. EMERGENCY RELIEF PROGRAM.

An applicant to the Public Transportation Emergency Relief Program, 49 U.S.C. § 5324, must make the following certification. The certification is required by 49 U.S.C. § 5324(f) and must be made before the applicant can receive a grant under the Emergency Relief program.

The applicant certifies that the applicant has insurance required under State law for all structures related to the emergency relief program grant application.

Certifications and Assurances

Fiscal Year 2023

**FEDERAL FISCAL YEAR 2023 CERTIFICATIONS AND ASSURANCES FOR FTA
ASSISTANCE PROGRAMS**

(Signature pages alternate to providing Certifications and Assurances in TrAMS.)

Name of Applicant: Modoc County Transportation Commission

The Applicant certifies to the applicable provisions of all categories: (*check here*) X.

Or,

The Applicant certifies to the applicable provisions of the categories it has selected:

Category	Certification
01 Certifications and Assurances Required of Every Applicant	_____
02 Public Transportation Agency Safety Plans	_____
03 Tax Liability and Felony Convictions	_____
04 Lobbying	_____
05 Private Sector Protections	_____
06 Transit Asset Management Plan	_____
07 Rolling Stock Buy America Reviews and Bus Testing	_____
08 Urbanized Area Formula Grants Program	_____
09 Formula Grants for Rural Areas	_____
10 Fixed Guideway Capital Investment Grants and the Expedited Project Delivery for Capital Investment Grants Pilot Program	_____
11 Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs	_____

Certifications and Assurances

Fiscal Year 2023

12	Enhanced Mobility of Seniors and Individuals with Disabilities Programs	_____
13	State of Good Repair Grants	_____
14	Infrastructure Finance Programs	_____
15	Alcohol and Controlled Substances Testing	_____
16	Rail Safety Training and Oversight	_____
17	Demand Responsive Service	_____
18	Interest and Financing Costs	_____
19	Cybersecurity Certification for Rail Rolling Stock and Operations	_____
20	Tribal Transit Programs	_____
21	Emergency Relief Program	_____

CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE**AFFIRMATION OF APPLICANT**Name of the Applicant: Modoc County Transportation Commission

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all federal laws, regulations, and requirements, follow applicable federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in the federal fiscal year, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

The Certifications and Assurances the Applicant selects apply to each Award for which it now seeks, or may later seek federal assistance to be awarded by FTA during the federal fiscal year.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 *et seq.*, and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. § 1001 apply to any certification, assurance, or submission made in connection with a federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute

Certifications and Assurances

Fiscal Year 2023

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Signature  Date: March 17, 2023

Name Debbie Pedersen Authorized Representative of Applicant

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant): Modoc County Transportation Commission

As the undersigned Attorney for the above-named Applicant, I hereby affirm to the Applicant that it has authority under state, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA assisted Award.

Signature  Date: 03/20/2023

Name DeeAnne Gillick Attorney for Applicant

Each Applicant for federal assistance to be awarded by FTA must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its electronic signature in lieu of the Attorney's signature within TrAMS, provided the Applicant has on file and uploaded to TrAMS this hard-copy Affirmation, signed by the attorney and dated this federal fiscal year.

Appendix B- Debarment and Suspension Certification

Fiscal Year 2023/2024 California Department of Transportation Debarment and Suspension Certification

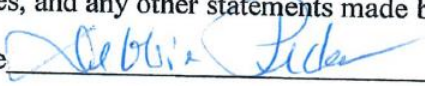
*As required by U.S. DOT regulations on governmentwide Debarment and Suspension
(Nonprocurement), 49 CFR 29.100:*

- 1) The Applicant certifies, to the best of its knowledge and belief, that it and its contractors, subcontractors and subrecipients:
 - a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - b) Have not, within the three (3) year period preceding this certification, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) transaction or contract under a public transaction, violation of Federal or state antitrust statutes, or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, state, or local) with commission of any of the offenses listed in subparagraph (1)(b) of this certification; and
 - d) Have not, within the three (3) year period preceding this certification, had one or more public transactions (Federal, state, and local) terminated for cause or default.
- 2) The Applicant also certifies that, if Applicant later becomes aware of any information contradicting the statements of paragraph (1) above, it will promptly provide that information to the State.
- 3) If the Applicant is unable to certify to all statements in paragraphs (1) and (2) of this certification, through those means available to Applicant, including the General Services Administration's *Excluded Parties List System (EPLS)*, Applicant shall indicate so in its applications, or in the transmittal letter or message accompanying its annual certifications and assurances, and will provide a written explanation to the State.

**CALIFORNIA DEPARTMENT OF TRANSPORTATION
DEBARMENT AND SUSPENSION CERTIFICATION
FISCAL YEAR 2023/2024**

SIGNATURE PAGE

In signing this document, I declare under penalties of perjury that the foregoing certifications and assurances, and any other statements made by me on behalf of the Applicant are true and correct.

Signature  Date March 17, 2023

Printed Name Debbie Pedersen

As the undersigned Attorney for the above named Applicant, I hereby affirm to the Applicant that it has the authority under state and local law to make and comply with the certifications and assurances as indicated on the foregoing pages. I further affirm that, in my opinion, these certifications and assurances have been legally made and constitute legal and binding obligations of the Applicant.

I further affirm to the Applicant that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these certifications and assurances or of the performance of the described project.

AFFIRMATION OF APPLICANT'S ATTORNEY

For Modoc County Transportation Commission (Name of Applicant)

Signature  Date 03/20/2023

Printed Name of Applicant's Attorney DeeAnne Gillick

Appendix C

2023 Planning Factors and Planning Emphasis Areas

Please Note: MCTC is a Rural RTPA and does not receive any Federal Planning funding, only State Regional Planning Assistance (RPA) and Planning and Program Monitoring (PPM) funding.

- 1.Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency
- 2.Increase the safety of the transportation system for motorized and non-motorized users
- 3.Increase the security of the transportation system for motorized and non-motorized users
- 4.Increase accessibility and mobility of people and freight
- 5.Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns
- 6.Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight
- 7.Promote efficient system management and operation
- 8.Emphasize the preservation of the existing transportation system
- 9.Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation
- 10.Enhance travel and tourism

The Federal and California Planning Emphasis Areas (PEAs)

- 1.Tackling the Climate Crisis – Transitioning to a Clean Energy, Resilient Future
- 2.Equity and Justice 40 in Transportation Planning
- 3.Complete Streets
- 4.Public Involvement
- 5.Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination
- 6.Federal Land Management Agency (FLMA) Coordination
- 7.Planning and Environmental Linkages (PEL)
- 8.Data in Transportation Planning

Adopted October **, 2023
MCTC Positions Salary Schedule

Proposed 2023 MCTC Position Salary Schedule

Class Description	Base	1	2	3	4	5	6	FLSA Designation	
Accountant 2	per year	\$ 53,500	\$ 55,105	\$ 56,758	\$ 58,461	\$ 60,215	\$ 62,021	Non-Exempt	Confidential
	per month	\$ 4,458	\$ 4,592	\$ 4,730	\$ 4,872	\$ 5,018	\$ 5,168		
	per hour	\$ 25.72	\$ 26.49	\$ 27.29	\$ 28.11	\$ 28.95	\$ 29.82		
Accountant 1	per year	\$ 47,609	\$ 49,037	\$ 50,508	\$ 52,024	\$ 53,584	\$ 55,192	Non-Exempt	Confidential
	per month	\$ 3,967	\$ 4,086	\$ 4,209	\$ 4,335	\$ 4,465	\$ 4,599		
	per hour	\$ 22.89	\$ 23.58	\$ 24.28	\$ 25.01	\$ 25.76	\$ 26.54		
Executive Assistant Secretary	per year	\$ 47,609	\$ 49,037	\$ 50,508	\$ 52,024	\$ 53,584	\$ 55,192	Non-Exempt	Confidential
	per month	\$ 3,967	\$ 4,086	\$ 4,209	\$ 4,335	\$ 4,465	\$ 4,599		
	per hour	\$ 22.89	\$ 23.58	\$ 24.28	\$ 25.01	\$ 25.76	\$ 26.54		
Assistant Secretary 2	per year	\$ 43,836	\$ 45,151	\$ 46,506	\$ 47,901	\$ 49,338	\$ 50,818	Non Exempt	General
	per month	\$ 3,653	\$ 3,763	\$ 3,875	\$ 3,992	\$ 4,111	\$ 4,235		
	per hour	\$ 21.08	\$ 21.71	\$ 22.36	\$ 23.03	\$ 23.72	\$ 24.43		
Assistant Secretary 1	per year	\$ 34,800	\$ 35,844	\$ 36,919	\$ 38,027	\$ 39,168	\$ 40,343	Non Exempt	General
	per month	\$ 2,900	\$ 2,987	\$ 3,077	\$ 3,169	\$ 3,264	\$ 3,362		
	per hour	\$16.73	\$17.23	\$ 17.75	\$ 18.28	\$ 18.83	\$ 19.40		

Notes:

Executive Director	Contract position with negotiated salary	Exempt	Confidential/ Management
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Modoc Co Steps A-F used for Acct 1 and 2 Comps

Modoc Co	A	B	C	D	E	F	F min	F max	G min	G max	H min	H max	J min	J max
Acct 1	3,616	3,797	3,987	4,187	4,396	4,616	4,845	4,846	5,088	5,089	5,342	5,343	5,609	5,610
Acct 2	3,995	4,194	4,404	4,624	4,855	5,098	5,352	5,353	5,620	5,621	5,901	5,902	6,196	6,197

Adopted February 07, 2023
MCTC Positions Salary Schedule

2023 MCTC Position Salary Schedule

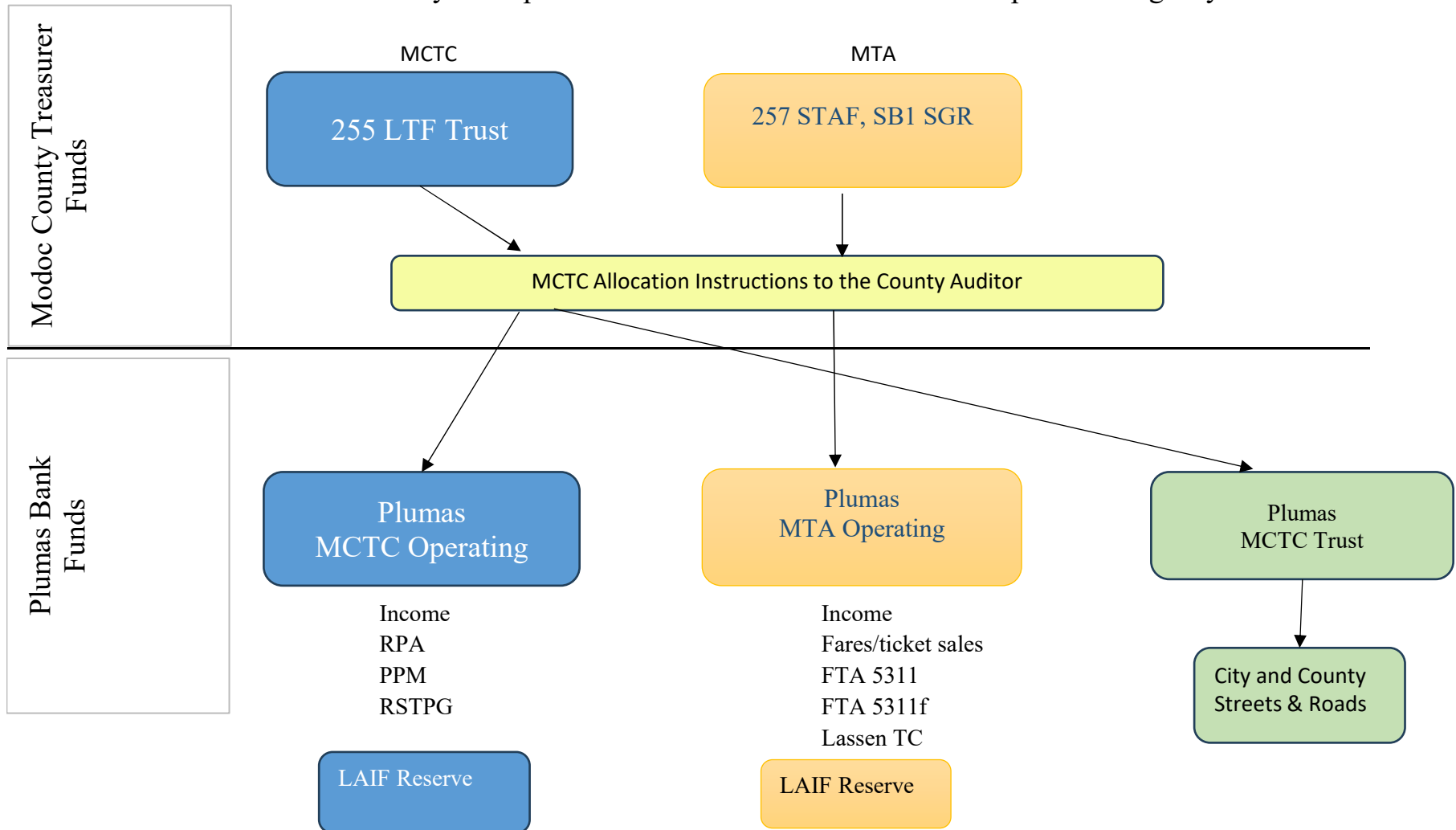
Class Description	Base	1 yr min*	1 yr min*	2 yr min*	2 yr min*	FLSA Designation	
		1	2	3	4		
Executive Assistant Secretary	per year	\$ 47,609	\$ 49,037	\$ 51,489	\$ 54,063	Non-Exempt	Confidential
	per month	\$ 3,967	\$ 4,086	\$ 4,291	\$ 4,505		
	per hour	\$ 22.89	\$ 23.58	\$ 24.75	\$ 25.99		

Notes:

1. Employee must have a "Satisfactory, Very Good, or Excellent" performance evaluation in each evaluation area (1-13) to be eligible for a step increase. If an employee is unable to attain this benchmark, a corrective action plan will be provided to assist an employee in improving his/her job performance. Continued employment and increases are contingent upon satisfactory job performance.
2. Steps 1 and 2 have a one year performance and a step increase opportunity (based on satisfactory job performance). Steps 3 and 4 are each two year step increase opportunities based on overall rating of satisfactory or better job performance.

Executive Director	Contract position with negotiated salary	Exempt	Confidential/ Management
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Funding and Expense Accounts
Modoc County Transportation Commission and Modoc Transportation Agency



Report to Modoc County Transportation Commission	
Subject Staff Update and Calendar	Meeting Date October 3, 2023
Presented by Debbie Pedersen, Executive Director	Agenda Item 7

Staff Updates, Correspondence, and Calendar

Calendar

MCTC Meeting schedule – 1:30 Sage Stage Conference Room, Alturas, CA 96101

- 10/03/23
- 12/05/23

Modoc TAC Meeting Schedule - 1:00 p.m. Sage Stage Conference Room, 108 S Main St., Alturas

- 09/06/23
- 11/08/23

Office Holiday Schedule

- 09/04/23 – Labor Day
- 10/09/23 – Columbus Day
- 11/10/23 – Veterans' Day
- 11/23,24/23 – Thanksgiving Holiday