

MCTC

MODOC COUNTY TRANSPORTATION COMMISSION

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

MINUTES **Regular Meeting** **April 1, 2025**

Commissioners Present

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

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

Commissioners Absent

Brian Cox (Alternate)
Shane Starr (Alternate)

Councilmember, City of Alturas
County Supervisor II

Staff Present

Debbie Pedersen
Michelle Cox
Kathy Tiffie

Executive Director
Accountant 1
Assistant Secretary 2

Public Present

Mitch Crosby
Mazen Zaina
Skip Clark
Acadia Davis
Lilly Toaetolu
Warren Farnam

Modoc County Road Commissioner
Caltrans District 2, Modoc Project Manager
Caltrans District 2, Regional Planning Liaison
Transportation Planner, LSC Transportation
Modoc County Roads Admin & Project Delivery
City of Alturas, Director of Public Works

1. **Call to Order** – Chair Dederick called the meeting to order at 1:30 p.m. in the Sage Stage Conference Room, 108 S. Main Street, Alturas, CA.
 1. Dederick led those present in the Pledge of Allegiance.
 2. No Introductions were made.
2. **Public Forum** – There were no public comments.
3. **Confirm Agenda**

Motion by Commissioner Rhoads to Confirm Agenda, seconded by Commissioner Moriarity.
All Ayes; motion carried.
4. **Consent Agenda**
 1. Approve minutes from February 4, 2025, MCTC Regular Meeting.
 2. Approve the financial reports from January 1, 2025, through February 28, 2025.

3. Approve year-to-date expenditure report through February 28, 2025.
Motion by Commissioner Rhoads to approve Consent Agenda, seconded by Commissioner Moriarity. All Ayes; motion carried.

5. Regular Business

1. Public Hearing:

Consider adopting Resolution 25-02 defining the FY 2025-26 Defining Unmet Transit Needs and Needs Reasonable to Meet.

- (a) Chairman Dederick Opened Public Hearing at 1:34 p.m. to consider unmet transit needs and needs reasonable to meet.
- (b) The Transportation Development Act (TDA) requires an annual public hearing to discuss unmet transit needs and needs reasonable to meet prior to utilizing any remaining funding for streets and roads.
- (c) Executive Director Pedersen reported that we have had no public input except for what was discussed in the Short-Range Transit Plan (SRTP). Lakeview Oregon to Alturas California was not feasible, but a Klamath Falls Saturday service is planned for year three of the SRTP. We have not had any requests for new services. We are at capacity with the drivers on staff.
- (d) There were no public comments written or verbal.
- (e) There were no other written comments.
- (f) Chairman Dederick Closed the Public Hearing at 1:36 p.m.
Motion by Commissioner Moriarity to adopt Resolution 24-02 defining the FY 2025/26 Unmet Transit Needs and Needs Reasonable to Meet, seconded by Commissioner Coe.
All Ayes; motion carried

2. Consider adopting Resolution 25-03 Local Transportation Fund and State Transit Assistance Allocations.

Pedersen reported that each year the Modoc County Auditor provides an estimate of funds available for apportionment and allocation during the ensuing fiscal year. The estimates for FY 2025/26 are \$285,000 for Local Transportation Funds (LTF), \$93,753 for State Transit Assistance Fund (STAF), and \$16,260 for State of Good Repair (SGR). MCTC is required by the Transportation Development Act (TDA) to determine LTF, STAF, and SGR allocations. MCTC Administration will be allocated \$70,000 LTF and MTA Transit Operations will be allocated \$174,960 LTF. The City of Alturas will be allocated \$12,412.40 LTF for streets and roads and the County of Modoc will be allocated \$27,627.60 LTF for streets and roads. STAF amount of \$93,753 will be allocated to MTA Operations as the funding can only be utilized by a transit operator and \$16,260 of SGR will be allocated to MTA Transit Capital Reserve.

Motion by Commissioner Minchella to adopt Resolution 25-03 defining the FY 2025-26 Unmet Transit Needs and Needs Reasonable to Meet, seconded by Commissioner Rhoads. All Ayes; motion carried

3. Consider approving the Fiscal Year (FY) 2025-26 Local Transportation Fund and State Transit Assistance Fund Claims.

Transportation Development Act LTF & STAF Annual Project & Expenditure Plan Claim Forms must be filed to transfer funds. The MCTC and MTA have prepared the TDA claim forms for their allocated apportionment. The funds are allocated to administration first and then MTA as the operator. The city and county have unallocated funds, and we anticipate them filing claims in June for local projects.

Motion by Commissioner Moriarity to approve the FY 2025-26 LTF and STAF Claims, seconded by Commissioner Larranaga. All Ayes; motion carried.

4. Consider adopting Resolution 25-04 FY 2025-26 Planning, Programming, and Monitoring funds.

Executive Director Pedersen stated the State Transportation Improvement Program (STIP) allows up to five percent of the Regional STIP county share to be used for Planning, Programming, and Monitoring (PP&M). The California Transportation Commission (CTC) programmed \$ 47,000 in FY 2025/26 to the Modoc County Transportation Commission for PP&M. MCTC must provide the CTC with a fund transfer agreement as well as other required documents before allocation.

Motion by Commissioner Coe to approve the FY 2025/26 Planning, Programming, and Monitoring Funds, seconded by Commissioner Larranaga. All Ayes; motion carried.

5. Consider adopting Resolution 25-01 FY 25-26 Budget.

Executive Director Pederson explained this is the first year MCTC has run the actuals through the accounting system and the most accurate budget in years. Our RPA funds have increased from \$158,000 to \$216,500.

There was a line error with LTF funds. It should be \$70,000, instead of \$52,000. This will be corrected with the final the budget.

Motion by Commissioner Minchella to adopt Resolution 24-01 Fiscal Year 2025/26 Budget, Seconded by Commissioner Moriarity. All Ayes; motion carried.

6. Consider adopting the Final 2024 Modoc Short Range Transit Plan by LSC Transportation Consultants.

Chair Dederick asked if there were any major changes from Draft SRTP.

Acadia Davis from LSC reviewed with those present the minor changes. Acadia clarified how much funding is available for the five-year plan and how much money would be available. Changes made to Table 32 on page 85 show that this is an achievable plan financially.

Motion by Commissioner Minchella to adopt the Final 2024 Modoc SRTP, Seconded by Commissioner Larranaga. All Ayes; motion carried.

7. Consider accepting the 2024 Triennial Performance Audits.

Executive Director Pedersen stated that Moore & Associates completed the TPA this year. It is due to be submitted to Caltrans by June 30, 2025. The only finding this year is the recommendation we start completing the STAF (State Transit Assistance Funds) eligibility evaluation. This spreadsheet is included in the back of the TPA as an appendix for reference. Pedersen has started entering information. It will start populating the data after the third year. Essentially what happens is once we drop below CPI, we can't use all the STAF funds for operating but we could use the remaining funds for vehicle reserve accounts. This will ensure that we do not lose any of the funding. This eligibility sheet must be completed annually by 2026.

Motion by Commissioner Larranaga to accept the 2024 TPA, Seconded by Commissioner Minchella. All Ayes; motion carried.

6. Agency Updates and Project Reports

1. City of Alturas Public Works Department – City Streets

Warren Farnam, Director of Public Works reported that Alturas CAPM Project on Main Street needs a meeting with Caltrans on what is needed for the fire hydrant and ADA compliance.

Skip Clark, Caltrans responded that he would get an answer on ADA requirements.

STIP Projects were received last week. They should have the review done next week.

There are some punch list items still outstanding on North Court and West 8th Street so the retainer is held back until resolved.

A new project is in the works with bids going out for runway lights at the airport. Project expected to be completed about three years out.

2. Modoc County Road Department – County Roads

Mitch Crosby reported that the County Road 111 (PPNO 2581) project is in winter suspension. They have some small parts of the projects left and it should be completed in May.

Federal Lands Access Program -Blue Lake construction in 2026. A meeting was held two weeks ago with the USDA Forest Service. Bids should be on track to go out late fall. They are expecting to have a contractor onboard to start the project early in Spring 2026.

Lilly Toaetolu reported that the County Clean California Grant – Veterans Memorial Park Improvements project is finishing up and getting ready for the warmer months.

Active Transportation Program Cycle 6 – Cedarville Pedestrian Improvements project will be requesting allocation from CTC to release funds.

Safe Streets 4 All (SS4A) – CR 1 and 91 will be ready to go out for bid. Just waiting for approval.

3. Caltrans District 2

Mazen Zaina reported for the Clean California monument there is a plan to have a ribbon cutting in July 2025.

Caltrans is planning to award two CAPM Projects. One in Cedarville and another in Alturas at the same time April 2026. Cedarville is a pavement and ADA upgrade. Alturas is a pavement project on 395 and 299.

4. Modoc County Transportation Commission

Executive Director Pedersen reported we have received notice that Modoc County has federal funds available in the Carbon Reduction Program fund. These funds are set aside for creating green infrastructure like bike lanes, charging stations, or buying electric buses. There is a little over \$17,000 that needs to be obligated by the end of September 2025. Pedersen is going to work with the County to provide a plan for the Cedarville ATP project to utilize this funding. There will be \$51,499 available next year that could be allotted for the Cedarville project as well.

7. Staff Update, Correspondence and Calendar

No updates.

8. Motion to Adjourn

Motion by Commissioner Minchella; seconded by Commissioner Coe to adjourn the meeting at 2:03 p.m. All Ayes; motion carried. The next regular meeting will be Tuesday, June 3, 2025, at 1:30 p.m., or soon thereafter, in the Sage Stage Conference Room, 108 S. Main Street, Alturas, CA.

Submitted by,

Kathy Tiffée
Assistant Secretary 2