



MODOC COUNTY
TRANSPORTATION COMMISSION

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

Paul Minchella
Commissioner
City Mayor

Ned Coe
Commissioner
County Supervisor I

Jodie Larranaga
Commissioner
City Councilmember

Mark Moriarity
Commissioner
County Representative

Shane Starr
Alternate
County Supervisor II

Brian Cox
Alternate
City Councilmember

Staff

Debbie Pedersen
Executive Director

Michelle Cox
Accountant 1

Kathy Tiffie
Assistant Secretary 2

AGENDA

REGULAR MEETING

Sage Stage Conference Room

108 S. Main St. Alturas

APRIL 1, 2025, at 1:30 p.m.

Teleconference Number (712) 451-0647

Access Code 113785

1. Call to Order

- a. Pledge of Allegiance
- b. Introductions – guests and visitors

2. Public Forum –

Citizens may address the Commission with matters that are related directly to Commission responsibilities. If any matters require action by the Commission, they will be placed on subsequent agendas. 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

- 1. Approve the minutes from the MCTC meeting on 2/04/25.
- 2. Financial transactions 01/01/25 through 02/28/25.
- 3. Year-to-Date expenditure report through 02/28/25.

5. Regular Business

- 1. 1:30 or soon thereafter Public Hearing - Consider adopting Resolution 25-02 defining Unmet Transit Needs and Needs Reasonable to Meet. **Action**
- 2. Consider adopting Resolution 25-03 Local Transportation Fund and State Transit Assistance Allocations. **Action**
- 3. Consider approving the Fiscal Year (FY) 2025-26 Local Transportation Fund and State Transit Assistance Fund Claims **Action**
- 4. Consider adopting Resolution 25-04 FY 2025-26 Planning, Programming, and Monitoring funds. **Action**
- 5. Consider adopting Resolution 25-01 FY 25-26 Budget **Action**
- 6. Consider adopting the Final 2024 Modoc Short Range Transit Plan by LSC Transportation Consultants. **Action**
- 7. Consider accepting the 2024 Triennial Performance Audits. **Action**

6. Agency Updates and Project Reports

Information/Discussion

- 1. City of Alturas Public Works Department
- 2. Modoc County Road Department
- 3. Caltrans District 2
- 4. 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, June 3, 2025, 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	April 1, 2025
Presented by	Agenda Item
Not Applicable	4

ATTACHMENTS – shown in **bold** below

- a. Approve the **minutes from the February 4, 2025, meeting.**
- b. **Financial Transactions from 01/01/25 through 02/28/25**
- c. **Year-to-Date Expenditure Reports through 02/28/25**



**MODOC COUNTY
TRANSPORTATION COMMISSION**

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

**MINUTES
Regular Meeting
February 4, 2025**

Commissioners Present

John Dederick, Chair	Representative, City of Alturas
Kathie Rhoads, Vice Chair	Board of Supervisors, District III, Modoc County
Mark Moriarity	Modoc County, Member at Large
Paul Minchella	Councilmember, City of Alturas
Jodie Larranaga	Councilmember, City of Alturas
Shane Starr (Alternate)	County Supervisor II

Commissioners Absent

Ned Coe	Board of Supervisors, District I, Modoc County
Brian Cox (Alternate)	Councilmember, City of Alturas

Staff Present

Debbie Pedersen	Executive Director
Michelle Cox	Accountant 1
Kathy Tiffie	Assistant Secretary 2

Public Present

Mitch Crosby	Modoc County Road Commissioner
Kathy Grah	Caltrans District 2, Community & Regional Planning C
Kelly Babcock	Caltrans District 2, Transit Coordinator
Acadia Davis	Transportation Planner, LSC Transportation
Genevieve Evans	A.I.C.P. Principal, LSC Transportation

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.
 - a. Dederick led those present in the Pledge of Allegiance.
 - b. Introductions were made.
2. **Public Forum** – There were no public comments.
3. **Confirm Agenda**
Motion by Commissioner Rhoads to Confirm Agenda, seconded by Commissioner Minchella. All Ayes; motion carried.
4. **Consent Agenda**
 - a. Approve minutes from December 3, 2024, MCTC Regular Meeting.
 - b. Approve the financial reports from November 1, 2024, through December 31, 2024.
 - c. Year to Date expenditure report through December 31, 2024.
 Motion by Commissioner Rhoads to approve Consent Agenda, seconded by Commissioner Larranaga. Commissioner Starr abstained. All Ayes; motion carried.

5. Regular Business

a. Presentation of the Draft 2024 Modoc Short Range Transit Plan by LSC Transportation Consultants

The SRTP was presented by Acadia Davis and Genevieve Evans. The SRTP is a business plan for transit in Modoc County for the next five years. The goal of this plan was to analyze the current setting for transportation and then identify alternatives to improve transit services over the next five years to either better meet the needs of residents or to be more efficient. Current and future demographic conditions were reviewed as well as public outreach surveys. The Five-year action plan was outlined with a recommended staggered implementation. A zone-based fare alternative was recommended as a .19 cent per mile for intercity routes. The discounted fare will remain about 75% of this. The dial-a-ride fare is recommended to stay the same.

For the operating plan over the next couple of years we are looking at new funding. The SB125 funds, which is relatively new funding, came out in late 2023. This is a state funding source allocated to local Transit Agencies for public transit. MCTC has not yet submitted an application, but the funds are still available.

In summary the proposed SRTP will result in cost savings for the first one to three years and then increase costs for the remaining two years. The expectation is that ridership will increase by about 14% over the next five years, as we bring new forms of transit to Modoc County with increased productivity and efficiency.

Executive Director Pedersen stated the SRTP Final Plan will be made available to the public and posted on the website.

b. Fiscal Year 2025-26 Local Transportation Fund Estimate

Executive Director Pedersen explained that LTF fund is estimated at \$285,00 for the fiscal year 2025-26 which is down about \$5,000. These estimates are usually very conservative. We will use these funds for Unmet Transit and apportioning funds in 25-26 year.

6. Agency Updates and Project Reports

a. Alturas Public Works Dept. – City Streets

In the absence of Warren Farnam, City of Alturas Public Works Director, MCTC Executive Director Debbie Pedersen reported that CTC has approved the time extension request for the West C Street Project. They will now be able to request bids on both the West C Street and Nagle Street projects together this summer.

The Department is still wrapping up the West 8th and Court Street project as the punch list items have not been completed.

b. Modoc County Road Dept. (MCRD) – County Roads

Mitch Crosby reported that the Federal Lands Access Program – Blue Lake Project acquired the necessary right of way which was the last item necessary to start. Federal Lands will be finalizing the necessary bid documents to go out late this year and to begin construction in 2026.

The Clean California Veterans Memorial Park Project is to be completed within the next couple of months weather permitting.

Safe Streets (SS4A) County Road 1 and 91. They have received NEPA (National Environmental Quality Act) report on CR 91 portion so will be going out to bid this month for construction with completion by end of the year 2025. The CR 1 project is expected to be completed next year.

c. Caltrans District 2

Kathy Graph reported the 2025-26 draft OWP will be due February 28th, 2025, and the final will be due June 15, 2025.

Executive Director Pedersen requested an update on the two monuments and acid staining the city sign for the Clean California Project.

Kathy Graph had no update but said she would check with Skip Clark.

d. Modoc County Transportation Commission

The Regional Transportation Plan and ZEV Plan should have draft out by September 2025 with an October 2025 adoption date.

The Triennial Performance Audit was completed a day after staff reports were assembled; therefore, it was not available in this packet. There were no management findings. The TPA will be available for review during the next meeting.

7. Staff Update and Calendar

2025 Meeting Schedule is provided

8. Calendar – consider future dates and events of interest:

2/12/25	Lincoln’s Birthday Sage Stage Office is Closed/Bus running
2/17/25	President’s Day Sage Stage and Office Closed
3/5/25	TAC Meeting at 1:00 Sage Stage Conference Room
4/1/25	Next MCTC Meeting at 1:30 Sage Stage Conference Room

9. Motion to Adjourn - motioned by Commissioner Minchella; seconded by Commissioner Moriarity to adjourn the meeting at 2:18 p.m. All Ayes; motion carried. The next regular meeting will be Tuesday, April 1, 2025, at 1:30 p.m., or soon thereafter, in the Sage Stage Conference Room, 108 S. Main Street, Alturas, CA.

Submitted by,

Kathy Tiffie
Assistant Secretary 2

Modoc County Transportation Commission Transactions by Account - Operating Account January & February 2025

Type	Date	Num	Name	Memo	Amount	Balance
Plumas 0466						111,798.19
Bill Pmt -Check	01/03/2025	2314	Singleton Auman PC	Fiscal Audits FY 2023/24	-8,975.00	102,823.19
Bill Pmt -Check	01/03/2025	2315	Sloan Sakai Weung & Wong ...	General Counsel Matter # 29...	-112.00	102,711.19
Bill Pmt -Check	01/03/2025	2316	County of Modoc	Fund 455 / Fund 457	-70.00	102,641.19
Bill Pmt -Check	01/03/2025	2317	Apex	January 2025 Gold Agreement	-1,441.03	101,200.16
Bill Pmt -Check	01/10/2025		Intuit		-21.00	101,179.16
Check	01/11/2025	2319	Golden State - D/V	Memb# EB-00034	-216.75	100,962.41
Check	01/11/2025	2320	Golden State - Health Ins	Memb# EB-00034	-4,194.00	96,768.41
Bill Pmt -Check	01/13/2025	2321	LSC Transportation Consulta...	December 2024 Service	-11,554.63	85,213.78
Bill Pmt -Check	01/27/2025		FreeConferenceCall.com	Acct# s8390130 (Debbie Pe...	-4.00	85,209.78
Check	01/28/2025	2322	Aflac	Acct# J9C98	-104.52	85,105.26
Check	01/28/2025	2323	PARS Retirement	Acct# 6746022500	-2,151.26	82,954.00
Check	01/28/2025	2324	Edward Jones		-487.08	82,466.92
Deposit	01/29/2025			Deposit	26,040.02	108,506.94
Check	01/31/2025		United States Treasury		-5,101.96	103,404.98
Check	01/31/2025		EDD		-1,533.56	101,871.42
Bill Pmt -Check	01/31/2025	2325	Moore & Associates	Modoc CTC 2024 Triennial P...	-135.70	101,735.72
Bill Pmt -Check	01/31/2025	21025	Monica Derner CPA PC	Service for January 2025	-1,245.00	100,490.72
General Journal	01/31/2025	MD.PR		Record monthly payroll calcu...	-12,263.74	88,226.98
Bill Pmt -Check	01/31/2025	2341	PARS Fees	Plan ID# T9-REP16A	-737.92	87,489.06
Bill Pmt -Check	02/03/2025	2326	Modoc Transportation Agenc...	February 2025 Rent	-1,427.45	86,061.61
Bill Pmt -Check	02/04/2025	2327	Apex	February 2025 Gold Agreem...	-1,438.03	84,623.58
Check	02/09/2025	2328	Golden State - D/V	Memb# EB-00034	-216.75	84,406.83
Check	02/09/2025	2329	Golden State - Health Ins	Memb# EB-00034	-4,194.00	80,212.83
Deposit	02/10/2025			Deposit	18,495.06	98,707.89
Deposit	02/21/2025			Deposit	81,804.39	180,512.28
Bill Pmt -Check	02/21/2025	2332	Moore & Associates	Modoc CTC 2024 Triennial P...	-1,184.34	179,327.94
Bill Pmt -Check	02/26/2025	22625	FreeConferenceCall.com	Acct# s8390130 (Debbie Pe...	-4.00	179,323.94
Bill Pmt -Check	02/26/2025	2333	LSC Transportation Consulta...	January 2025 Service	-2,105.00	177,218.94
Check	02/26/2025	2334	Aflac	Acct# J9C98	-104.52	177,114.42
Check	02/26/2025	2335	PARS Retirement	Acct# 6746022500	-2,151.26	174,963.16
Check	02/26/2025	2336	Edward Jones		-487.08	174,476.08
General Journal	02/28/2025	MD.PR		Record monthly payroll calcu...	-12,263.73	162,212.35
Check	02/28/2025		EDD		-1,398.11	160,814.24
Check	02/28/2025		United States Treasury		-5,101.98	155,712.26
Bill Pmt -Check	02/28/2025	22825	Monica Derner CPA PC	Service for February 2025	-420.00	155,292.26
Total Plumas 0466					43,494.07	155,292.26
TOTAL					43,494.07	155,292.26

Modoc County Transportation Commission

Balance Sheet

03/20/25

As of February 28, 2025

Accrual Basis

	<u>Feb 28, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
LAIF	327,790.57
Plumas 0466	155,292.26
TRUST ACCOUNTS	710,630.01
Total Checking/Savings	<u>1,193,712.84</u>
Accounts Receivable	
Accounts Receivable - MCTC	16,141.52
Total Accounts Receivable	<u>16,141.52</u>
Other Current Assets	40,333.00
Total Current Assets	<u>1,250,187.36</u>
Fixed Assets	
Accumulated Depreciation	-18,967.92
Furniture and Equipment	18,967.92
Total Fixed Assets	<u>0.00</u>
Other Assets	49,108.00
TOTAL ASSETS	<u><u>1,299,295.36</u></u>
LIABILITIES & EQUITY	1,299,295.36

Modoc County Transportation Commission

Profit & Loss Budget vs. Actual

July 2024 through February 2025

	Jul '24 - Feb 25	Budget
Ordinary Income/Expense		
Income		
GRANT INCOME		
RMRA	41,675.72	84,717.00
Rural Planning Assistance (RPA)	83,646.77	158,000.00
State Transp Improv Prgm (STIP)	0.00	87,000.00
Total GRANT INCOME	125,322.49	329,717.00
LTF (LTF to MCTC)	29,666.53	149,450.00
MTA Reimbursements	1,019.52	
RPA	47,187.93	
RSTPG	0.00	2,058.00
Total Income	203,196.47	481,225.00
Expense		
Computer & Internet Expenses	0.00	1,000.00
Insurance Expense	8,058.00	20,000.00
Leases & Occupancy Expenses	11,419.60	17,200.00
Legal Notices	379.51	1,000.00
Office Supplies	439.47	2,000.00
Pavement Management System	2,000.00	5,500.00
PAYROLL EXPENSES		
BENEFITS		
Dental Insurance	1,173.02	
Health Insurance	25,512.69	
PARS Retirement	19,435.93	
Simple IRA	1,729.15	
Vision Insurance	390.50	
Total BENEFITS	48,241.29	
Payroll Taxes	8,218.70	
Salaries & Wages	154,003.51	0.00
Unallocated Leave Time	0.08	
PAYROLL EXPENSES - Other	0.00	230,577.00
Total PAYROLL EXPENSES	210,463.58	230,577.00
Planning Support & Services	0.00	12,249.00
PROFESSIONAL FEES		
Accounting & Auditing	23,803.18	55,000.00
Actuarial Audit / GASB 68	2,700.00	8,000.00
Admin Services / PARS admin	5,847.44	17,159.00
Commissioner Stipend	3,250.00	8,400.00
Consultants	60,734.88	1,000.00
IT Service & Support	2,879.06	10,000.00
Legal Fees	112.00	5,000.00
Total PROFESSIONAL FEES	99,326.56	104,559.00
Travel, Training & Memberships	1,972.00	3,000.00
Total Expense	334,058.72	397,085.00
Net Ordinary Income	-130,862.25	84,140.00
Other Income/Expense		
Other Income		
Interest income	7,456.02	
TRUSTS		
Interest Income - Trusts	278.10	
LTF Sales Tax	109,328.28	
Total TRUSTS	109,606.38	
Total Other Income	117,062.40	

8:43 AM

03/20/25

Accrual Basis

Modoc County Transportation Commission

Profit & Loss Budget vs. Actual

July 2024 through February 2025

	Jul '24 - Feb 25	Budget
Net Other Income	117,062.40	
Net Income	<u>-13,799.85</u>	<u>84,140.00</u>

Modoc County Transportation Commission

Profit & Loss Budget vs. Actual

July 2024 through February 2025

	\$ Over Budget
Ordinary Income/Expense	
Income	
GRANT INCOME	
RMRA	-43,041.28
Rural Planning Assistance (RPA)	-74,353.23
State Transp Improv Prgm (STIP)	-87,000.00
	-204,394.51
Total GRANT INCOME	-204,394.51
LTF (LTF to MCTC)	-119,783.47
MTA Reimbursements	
RPA	
RSTPG	-2,058.00
	-278,028.53
Total Income	-278,028.53
Expense	
Computer & Internet Expenses	-1,000.00
Insurance Expense	-11,942.00
Leases & Occupancy Expenses	-5,780.40
Legal Notices	-620.49
Office Supplies	-1,560.53
Pavement Management System	-3,500.00
PAYROLL EXPENSES	
BENEFITS	
Dental Insurance	
Health Insurance	
PARS Retirement	
Simple IRA	
Vision Insurance	
Total BENEFITS	
Payroll Taxes	
Salaries & Wages	154,003.51
Unallocated Leave Time	
PAYROLL EXPENSES - Other	-230,577.00
	-20,113.42
Total PAYROLL EXPENSES	-20,113.42
Planning Support & Services	-12,249.00
PROFESSIONAL FEES	
Accounting & Auditing	-31,196.82
Actuarial Audit / GASB 68	-5,300.00
Admin Services / PARS admin	-11,311.56
Commissioner Stipend	-5,150.00
Consultants	59,734.88
IT Service & Support	-7,120.94
Legal Fees	-4,888.00
	-5,232.44
Total PROFESSIONAL FEES	-5,232.44
Travel, Training & Memberships	-1,028.00
	-63,026.28
Total Expense	-63,026.28
Net Ordinary Income	-215,002.25
Other Income/Expense	
Other Income	
Interest income	
TRUSTS	
Interest Income - Trusts	
LTF Sales Tax	
Total TRUSTS	
Total Other Income	

8:43 AM

03/20/25

Accrual Basis

Modoc County Transportation Commission

Profit & Loss Budget vs. Actual

July 2024 through February 2025

	\$ Over Budget
Net Other Income	_____
Net Income	_____
	<u><u>-97,939.85</u></u>

Report to Modoc County Transportation Commission	
Subject	Meeting Date
Regular Business	April 1, 2025
Presented by	Agenda Item
MCTC Staff	5

ATTACHMENTS – shown in **bold** below

1. 1:30 or soon thereafter Public Hearing - Consider adopting **Resolution 25-02 defining Unmet Transit Needs and Needs Reasonable to Meet.** *Action*
 - a. Open Public Hearing to consider Unmet Transit Needs
 - b. The Social Service Transportation Advisory Council (SSTAC) met December 4, 2024, to discuss unmet transit needs. A survey was conducted in tandem with the 2024 Short Range Transit Plan.
 - c. The Plan advised that there are needs reasonable to meet and requested that Sage Stage continue current services and work with Burney Express to shorten the Alturas-Redding Intercity service.
 - d. Other Public Comments (written or verbal) – None to date.
 - e. Other written comments
 - f. Close Public Hearing
 - g. Discussion and action by Commissioners

Staff recommends adoption of Resolution 25-02 for the 2025-26 Unmet Transit Needs and Transit Needs reasonable to meet.
2. Consider adopting **Resolution 25-03 Local Transportation Fund and State Transit Assistance Allocations.** *Action*
3. Consider approving the **Fiscal Year (FY) 2025-26 Local Transportation Fund and State Transit Assistance Fund Claims.** *Action*
4. Consider adopting **Resolution 25-04 FY 2025-26 Planning, Programming, and Monitoring funds.** *Action*
5. Consider adopting **Resolution 25-01 FY 25-24 Budget.** *Action*
6. Consider adopting the **Final 2024 Modoc Short Range Transit Plan by LSC Transportation Consultants.** *Action*
7. Consider accepting the **2024 Triennial Performance Audits.** *Action*

MODOC COUNTY TRANSPORTATION COMMISSION

RESOLUTION No. 25-02

FY 2025/26 Unmet Transit Needs Finding and Reasonable to Meet Criteria

WHEREAS, the Modoc County Transportation Commission (MCTC) is the regional transportation planning agency with responsibility to allocate Transportation Development Act (TDA) funding;

WHEREAS, the California Public Utilities Code, Section 99401.5 (TDA) requires the MCTC to define “Unmet Transit Needs” and “transit needs that are reasonable to meet;”

WHEREAS, the MCTC hereby defines “Unmet Transit Needs” as travel by public transit (bus) for the following purposes:

1. Trips made by the general public, including elderly and handicapped, within the region to access the following services in order of priority:
 - a) to obtain non-emergency medical and health care services;
 - b) to attend school, college or programs for functioning individuals, who are elderly or disabled as defined by the Americans with Disabilities Act (ADA);
 - c) to obtain, maintain or prepare for employment, including vocational training, college and workshops teaching job search or employment skills;
 - d) to shop for food, clothing or specialized items;
 - e) to transact personal business, such as banking, paying bills, posting mail, etc.; and
 - f) for religious, social and recreational purposes.

WHEREAS, the MCTC hereby defines “transit needs that are reasonable to meet,” as it pertains to the allocation of regional TDA funds as follows:

An operation that provides public transit services to the general public, including school aged children, for established fares originating in Modoc. Said service must demonstrate that it meets and maintains compliance with the: California State Controller’s Office, Highway Patrol, Public Utilities Commission and Departments of Transportation and Motor Vehicles; Nevada and Oregon Departments of Transportation, Highway Patrols and Motor Vehicles; and U.S. Department of Transportation Federal Transit Administration, Federal Highway Administration, and Federal Motor Carrier Safety Administration.

WHEREAS, the MCTC hereby establishes a farebox ratio of 10% as required by the Transportation Development Act § 99268.4 that one paying fare is required for an intercity service to operate and services and or routes funded with other grants are provided TDA funding priority.

NOW, THEREFORE BE IT RESOLVED, that the Modoc County Transportation Commission hereby adopts this resolution and a) finds that there are Unmet Transit Needs including those that are reasonable to meet; b) defines reasonable to meet transit needs; and c) establishes criteria for public transit operations serving the Modoc County region.

BE IT FURTHER RESOLVED THAT nothing in this resolution construes that any jurisdiction has financial responsibility beyond available Transportation Development Act funding.

PASSED AND ADOPTED this 1st day of April 2025 by the following vote:

AYES: Commissioners:

NOES:

ABSENT: Commissioners:

John Dederick, Chairman
Modoc County Transportation Commission

ATTEST:

Debbie Pedersen, Executive Director
Modoc County Transportation Commission

**MODOC COUNTY TRANSPORTATION COMMISSION
RESOLUTION No. 25-03**

**FY 2025/26 Local Transportation Fund (LTF)
FY 2025/26 State Transit Assistance Fund (STAF) and
FY 2025/26 State of Good Repair (SGR)
Allocation Instructions**

WHEREAS, the California Code of Regulations, Title 21, Division 3, Chapter 2, Article 3, Section 6620 requires the County Auditor and the State Board of Equalization, prior to February 1 of each year, to provide MCTC with an estimate of moneys to be available for apportionment and allocation during the ensuing fiscal year and are estimated as follows:

Fiscal Year 2025/26 LTF is estimated at \$285,000

Fiscal Year 2025/26 STAF is estimated at \$93,753

Fiscal Year 2025/26 SGR is estimated at \$16,260

LTF Allocation Instructions:

WHEREAS, the California Public Utilities Code, Chapter 4, also known as the Transportation Development Act (TDA) Article 3, Section 99230 annually requires the regional transportation planning agency or the Modoc County Transportation Commission (MCTC) to determine Local Transportation Fund (LTF) allocations; and

WHEREAS, the California Code of Regulations, Title 21, Division 3, Chapter 2, Article 5, Section 6659 requires MCTC to convey allocation instructions to the County Auditor by the resolution to authorize allocation; and

WHEREAS, as the sole public transit operator in the region, the Modoc Transportation Agency (MTA) shall operate *Sage Stage* transit to provide fixed-route with deviation services from Alturas to Klamath Falls, Reno/Susanville, Burney (connecting with Burney Express to Redding); and Dial-A-Ride service within 10-miles of Alturas in accordance with Resolution No. 25-02 adopted by MCTC, and

WHEREAS, California Public Utilities Code section 99233.1 authorizes the MCTC as eligible claimant for administration of TDA activities as necessary; and

WHEREAS, the MCTC hereby instructs the County Auditor to pay Local Transportation Funds (Trust Fund 255) as they become available and as requested by the Chairman or Executive Director for the following total amounts:

LTF - MCTC Administration		\$	70,000.00
LTF - MTA Operations		\$	174,960.00
LTF - City of Alturas	31.0% LTF - City	\$	12,412.40
LTF - County of Modoc	69.0% LTF - County	\$	27,627.60
Total LTF FY 2025/26		\$	285,000.00

STAF Allocation Instructions:

WHEREAS, the California Public Utilities Code, Chapter 4, also known as the Transportation Development Act (TDA), Article 6.5, Section 99314.3 requires the Modoc County Transportation Commission (MCTC) to annually allocate the State Transit Assistance Fund (STAF) apportionment to public transit operators in its jurisdiction based on qualifying criteria in accordance with 99314.6; and

WHEREAS, the California Code of Regulations (CCR), Title 21, Chapter 3, Subchapter 2.5, Article 5, Section 6753 requires the MCTC to adopt a resolution for allocating STAF that defines the effective fiscal year, amount and any terms and conditions; and Section 6754 requires the MCTC to make applicable findings within the resolution; and

WHEREAS, as the sole public transit operator in the region, the Modoc Transportation Agency (MTA) shall operate *Sage Stage* to provide intercity service with deviation services from Alturas to Klamath Falls, Reno through Susanville, Burney (connecting to Burney Express to Redding), Canby and Dial-A-Ride service within 10-miles of Alturas in accordance with local performance criteria adopted April 1, 2025, by MCTC Resolution No. 25-02; the proposed expenditures are in conformity with the Regional Transportation Plan, the level of passenger fares and charges meets the fare revenue requirements of TDA, and the MTA is making full use of federal funds available under the Urban Mass Transportation Act of 1964 as amended; and

WHEREAS, the MCTC hereby instructs the County Auditor to transfer funds from Trust Fund 257, as funds become available and as requested by the Chairman or Executive Director as follows:

STAF to MTA Transit Operations - \$93,753

SGR to MTA Transit Capital - \$16,260

NOW, THEREFORE BE IT RESOLVED that the Modoc County Transportation Commission hereby adopts this resolution allocating Transportation Development Act (LTF and STAF) to the MCTC for administration costs and the Modoc Transportation Agency to provide contracted public transit services that satisfy reasonable unmet transportation needs, and that such services were coordinated with existing transportation providers in accordance with the TDA, Article 8, Section 99400(c), (d) and (e).

PASSED AND ADOPTED this 1st day of April 2025 by the following vote:

AYES: Commissioners:

NOES: None:

ABSENT: Commissioners:

John Dederick, Chairman

ATTEST:

Debbie Pedersen, Executive Director

Transportation Development Act Claim Forms

LTF & STA Fund Annual Project & Expenditure Plan

MODOC COUNTY TRANSPORTATION COMMISSION

LOCAL TRANSPORTATION FUND (LTF) AND STATE TRANSIT ASSISTANCE (STA) FUND
ANNUAL PROJECT AND EXPENDITURE PLAN

Claimant: Modoc County Transportation Commission

Fiscal Year 2025-26

See Chapter 10 of MCTC's Transportation Development Act Workbook for detailed instructions on how to complete this form.

PROJECT TITLE	SOURCE OF FUNDING					TOTAL	
	TDA - LTF		TDA - STA		Local Fund Balance		Other
	LTF \$ amount	PUC Article & Section	STA \$ amount	CCR Section			
						-	
Administration	70,000.00	Article 8 / 99400(d)				70,000.00	
						-	
						-	
						-	
						-	
						-	
						-	
						-	
						-	
						-	
						-	
						-	
						-	
						-	
						-	
						-	
TOTAL	70,000.00		-		-	-	70,000.00

Transportation Development Act Claim Forms

LTF & STA Fund Annual Project & Expenditure Plan

Modoc County Transportation Commission

LOCAL TRANSPORTATION FUND (LTF) AND STATE TRANSIT ASSISTANCE (STA) FUND
ANNUAL PROJECT AND EXPENDITURE PLAN

Claimant: Modoc Transportation Agency

Fiscal Year 2025-26

See Chapter 10 of MCTC's Transportation Development Act Workbook for detailed instructions on how to complete this form.

PROJECT TITLE	SOURCE OF FUNDING				Local Fund Balance	Other	TOTAL
	TDA - LTF		TDA - STA				
	LTF \$ amount	PUC Article & Section	STA \$ amount	CCR Section			
							-
Transit Operations	\$174,960.00	Article 8 / 99400 (c)	\$93,753.00	21 CCR6731(b)			268,713.00
State of Good Repair Capital			16,260.00	99313 / 99314			16,260.00
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
TOTAL	174,960.00		110,013.00		-	-	284,973.00

**MODOC COUNTY TRANSPORTATION COMMISSION
RESOLUTION No. 25-04**

**STIP Planning, Programming and Monitoring (PP&M) Funds
FY 2025/26 (\$47,000)**

WHEREAS, the State Transportation Improvement Program (STIP) allows up to five percent (5%) of the Regional STIP county share to be used for Planning, Programming, and Monitoring (PP&M); and

WHEREAS, the California Transportation Commission adopted the 2024 STIP December 6, 2023, which programmed \$47,000 in FY 2025/26 to the Modoc County Transportation Commission for Planning, Programming and Monitoring funds (PPNO 2051); and

WHEREAS, the State Department of Transportation will remit the FY 2025/26 PP&M to the Modoc County Transportation Commission for said purposes upon execution of fund transfer agreement and other required documents.

NOW, THEREFORE, BE IT RESOLVED that the Modoc County Transportation Commission hereby authorizes the Executive Director or MCTC Chair to request allocation of FY 2025/26 STIP PP&M funds; execute the Fund Transfer Agreement between the State of California and the Modoc County Transportation Commission; and directs staff to administer said funds.

PASSED AND ADOPTED this 1st day of April 2025 by the following vote:

AYES: Commissioners:

NOES:

ABSENT: Commissioners:

John Dederick, Chair
Modoc County Transportation Commission

ATTEST:

Debbie Pedersen, Executive Director
Modoc County Transportation Commission

04/01/25 MCTC Mtg



MODOC COUNTY
TRANSPORTATION COMMISSION

*Modoc County Transportation Commission
108 S. Main Street
Alturas, CA 96101
(530) 233-6410 Phone*

ATTACHMENT A

MCTC Resolution No. 24-04

**STIP Planning, Programming and Monitoring Activities Plan
FY 2024/25 (\$48,000)**

Lead Agency **Time period**
MCTC 07/01/24-06/30/26

<u>Activity</u>	<u>Amount</u>
OWP Development	\$15,000
Public Participation and Coordination	\$10,000
Public Participation Plan	\$ 500
Title VI Plan - non transit	
Regional Transportation System Management	\$ 8,000
Regional Transportation Plan	\$10,000
Regional Transportation Improvement Program	\$ 1,500
Multimodal & Public Transportation	\$ 3,000
Total	\$48,000

MODOC COUNTY TRANSPORTATION COMMISSION
RESOLUTION No. 25-01
Fiscal Year (FY) 2025/26 Budget

WHEREAS, the Modoc County Transportation Commission (MCTC) is responsible for adopting an annual Budget each fiscal year that identifies anticipated revenues and expenditures; and

WHEREAS, the MCTC apportioned the FY 2025/26 Transportation Development Act (TDA) funds on April 1, 2025, in the Findings of Apportionment and MCTC Resolution 25-03 for LTF and STAF Allocation instructions to claimants MCTC planning & administration, the Modoc Transportation Agency/Transit Operations, the Modoc County Road Department and the City of Alturas; and

WHEREAS, the MCTC FY 2025/26 Budget, as shown in Attachment A, includes revenues from TDA Funds, Regional Planning Assistance, and State Transportation Improvement Program (STIP) Planning, Programming, and Monitoring (PPM) funds, Regional Surface Transportation Program funds and programs identified in Resolution 24-08 Authorized Signatories for Plans and Programs; and

WHEREAS, the MCTC FY 2025/26 Budget, as shown in Attachment A, identifies estimated expenditures to administer the revenue from the Commission grants and programs; and

WHEREAS, the MCTC authorizes the Executive Director or Chairman to modify line item amounts within the budget for daily operations so long as the overall revenues and expenditures are in accordance with amounts shown in Attachment A, and with subsequent approval by MCTC.

NOW, THEREFORE, BE IT RESOLVED that the Modoc County Transportation Commission hereby adopts the FY 2025/26 MCTC Budget (\$358,610).

PASSED AND ADOPTED this 1st day of April, 2025 by the following vote:

AYES:	Commissioners:
NOES:	None:
ABSENT:	Commissioners:

ATTEST:

John Dederick, Chairperson

Debbie Pedersen, Executive Director

Modoc County Transportation Commission
FY 2025/26 Budget
Resolution 25-01 - Attachment A

Adopted 04/01/25 (Res. 25-01)		
<u>REVENUES</u>	Operating	LTF Trust Acct
Local Transportation Fund (LTF)		
Estimate - Sales Tax Revenues (FY 25/26)	\$ 52,110	
LTF Trust Account (MCTC)		\$ -
Special Programs		
Rural Planning Assistance (FY 25/26)	\$ 216,500	
STIP PP&M - FY 25/26	\$ 47,000	
RSTPG (25/26) Estimate	\$ 43,000	
Tota Revenues	\$ 358,610	\$ -
	\$ 358,610	
 <u>EXPENSES</u>		
Commissioner Meeting Stipend	\$ 6,500	
Facility Lease & Overhead Agreement	\$ 17,200	
Insurance (Building & Liability)	\$ 10,000	
IT Equipment (Computers, Misc.)	\$ 20,000	
Legal Notices	\$ 1,000	
Office Supplies	\$ 2,000	
Planning Support & Services	\$ 12,250	
Professional / Specialized		
Accounting / Auditor Services	\$ 30,000	
Actuarial Audit / GASB 68	\$ 6,000	
Payroll Services/PARS Admin	\$ 17,160	
Pavement Management System	\$ 5,500	
IT Service & Support (<i>Monthly Services</i>)	\$ 10,000	
Legal Services	\$ 5,000	
Miscellaneous Services	\$ 1,000	
Salaries / Labor	\$ 212,000	
Travel / Staff Training / Memberships	\$ 3,000	
CAPITAL RESERVE & TRUST		
LTF to City of Alturas (FY 25/26)		\$ -
LTF to County of Modoc (FY 25/26)		\$ -
Total Expenses	\$ 358,610	\$ -
	\$ 358,610	