



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 I

Kathy Tiffie
Assistant Secretary 2

AGENDA

REGULAR MEETING

Sage Stage Conference Room

108 S. Main St. Alturas

JUNE 3, 2025, 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 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

- Approve the minutes from the MCTC meeting on 04/01/25.
- Financial transactions 03/01/25 through 04/30/25.
- Year-to-Date expenditure report through 04/30/25.

5. Regular Business

- Consider adopting Resolution 25-05 approving the 2025 Public Participation Plan **Action**
- Consider adopting Resolution 24-01 rev 1 Fiscal Year 2024/25 Final Budget **Action**
- Consider approving the 2024-25 Assets Inventory and Disposition. **Action**
- Consider adopting the final 2025/26 Overall Work Plan **Action**
- Consider approving the Streets & Roads claim for the City of Alturas **Action**

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, August 5, 2025, at 12:30 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	June 3, 2025
Presented by	Agenda Item
	4

ATTACHMENTS – shown in **bold** below

- a. Approve the **minutes from the April 1, 2025, meeting.**
- b. **Financial Transactions from 03/01/25 through 04/30/25**
- c. **Year-to-Date Expenditure Reports through 04/30/25**

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

11:49 AM

05/21/25

Accrual Basis

Modoc County Transportation Commission
Transactions by Account - Operating Account
March & April 2025

Type	Date	Num	Name	Memo	Amount	Balance
Plumas 0466						154,533.34
Bill Pmt -Check	03/01/2025	2337	Modoc Transportation Agenc...	March 2025 Rent	-1,427.45	153,105.89
Bill Pmt -Check	03/06/2025	2338	Apex	March 2025 Gold Agreement	-1,441.03	151,664.86
Deposit	03/07/2025			Deposit	48,000.00	199,664.86
Bill Pmt -Check	03/10/2025		Intuit		-21.00	199,643.86
Check	03/11/2025	2339	Golden State - D/V	Memb# EB-00034	-216.75	199,427.11
Check	03/11/2025	2340	Golden State - Health Ins	Memb# EB-00034	-4,194.00	195,233.11
Deposit	03/19/2025			Deposit	34,594.16	229,827.27
Bill Pmt -Check	03/26/2025	32625	FreeConferenceCall.com	Acct# s8390130 (Debbie Pe...	-4.00	229,823.27
Check	03/26/2025		Intuit		-1,699.00	228,124.27
Check	03/31/2025	2345	Aflac	Acct# J9C98	-104.52	228,019.75
Check	03/31/2025	2346	PARS Retirement	Acct# 6746022500	-2,151.26	225,868.49
Check	03/31/2025	2347	Edward Jones		-487.08	225,381.41
Bill Pmt -Check	03/31/2025	2348	LSC Transportation Consulta...		-4,778.85	220,602.56
General Journal	03/31/2025	MD.PR		Record monthly payroll calcu...	-12,263.77	208,338.79
Check	03/31/2025		EDD		-1,300.54	207,038.25
Check	03/31/2025		United States Treasury		-5,101.92	201,936.33
Bill Pmt -Check	03/31/2025	2358	PARS Fees	Plan ID# T9-REP16A	-737.92	201,198.41
Bill Pmt -Check	04/01/2025	2342	Apex	April 2025 Gold Agreement	-1,441.03	199,757.38
Bill Pmt -Check	04/01/2025	2343	Modoc Transportation Agenc...	April 2025 Rent	-1,427.45	198,329.93
Bill Pmt -Check	04/01/2025	2344	Modoc Media dba Modoc Co...	Legal Notice- Regular Meetin...	-57.00	198,272.93
Deposit	04/07/2025			Deposit	17,002.98	215,275.91
Check	04/17/2025	2350	Golden State - Health Ins	Memb# EB-00034	-4,194.00	211,081.91
Check	04/17/2025	2351	Golden State - D/V	Memb# EB-00034	-216.75	210,865.16
Check	04/22/2025	2352	Aflac	Acct# J9C98	-104.52	210,760.64
Check	04/22/2025	2353	PARS Retirement	Acct# 6746022500	-2,151.26	208,609.38
Check	04/22/2025	2354	Edward Jones		-487.08	208,122.30
Deposit	04/23/2025			Deposit	132.41	208,254.71
Bill Pmt -Check	04/26/2025	42625	FreeConferenceCall.com	Acct# s8390130 (Debbie Pe...	-4.00	208,250.71
General Journal	04/30/2025	MD.PR		Record monthly payroll calcu...	-12,263.74	195,986.97
Check	04/30/2025		United States Treasury		-5,101.96	190,885.01
Check	04/30/2025		EDD		-1,298.74	189,586.27
Bill Pmt -Check	04/30/2025	2355	LSC Transportation Consulta...	April 2025 Service - Final Inv...	-1,178.41	188,407.86
Bill Pmt -Check	04/30/2025	50725	Monica Derner CPA PC	Service for March 2025	-75.00	188,332.86
Bill Pmt -Check	04/30/2025	50825	Monica Derner CPA PC	Service for April 2025	-1,305.00	187,027.86
Total Plumas 0466					32,494.52	187,027.86
TOTAL					32,494.52	187,027.86

Modoc County Transportation Commission

Balance Sheet

As of April 30, 2025

	Apr 30, 25
ASSETS	
Current Assets	
Checking/Savings	
LAIF	331,602.86
Plumas 0466	187,027.86
TRUST ACCOUNTS	
LTF County 455	-26,805.38
LTF Plumas 9068	720,432.41
Total TRUST ACCOUNTS	693,627.03
Total Checking/Savings	1,212,257.75
Accounts Receivable	
Accounts Receivable - MCTC	16,141.52
Total Accounts Receivable	16,141.52
Other Current Assets	
Other Receivables	40,333.00
Total Other Current Assets	40,333.00
Total Current Assets	1,268,732.27
Fixed Assets	
Accumulated Depreciation	-18,967.92
Furniture and Equipment	18,967.92
Total Fixed Assets	0.00
Other Assets	
Deferred Outflow of Resources	49,108.00
Total Other Assets	49,108.00
TOTAL ASSETS	1,317,840.27
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	2,329.55
Total Accounts Payable	2,329.55
Other Current Liabilities	
Compensated Absences	19,160.74
Payroll Liabilities	0.30
Total Other Current Liabilities	19,161.04
Total Current Liabilities	21,490.59
Long Term Liabilities	
Deferred Inflow of Resources	32,875.00
Net Pension Liability	11,349.00
Total Long Term Liabilities	44,224.00
Total Liabilities	65,714.59
Equity	
Fund Balance - MCTC	524,790.48
Fund Balance - Trusts	689,017.40
Retained Earnings	33,552.04
Net Income	4,765.76
Total Equity	1,252,125.68
TOTAL LIABILITIES & EQUITY	1,317,840.27

12:12 PM

05/21/25

Accrual Basis

Modoc County Transportation Commission

Profit & Loss Budget vs. Actual

July 2024 through April 2025

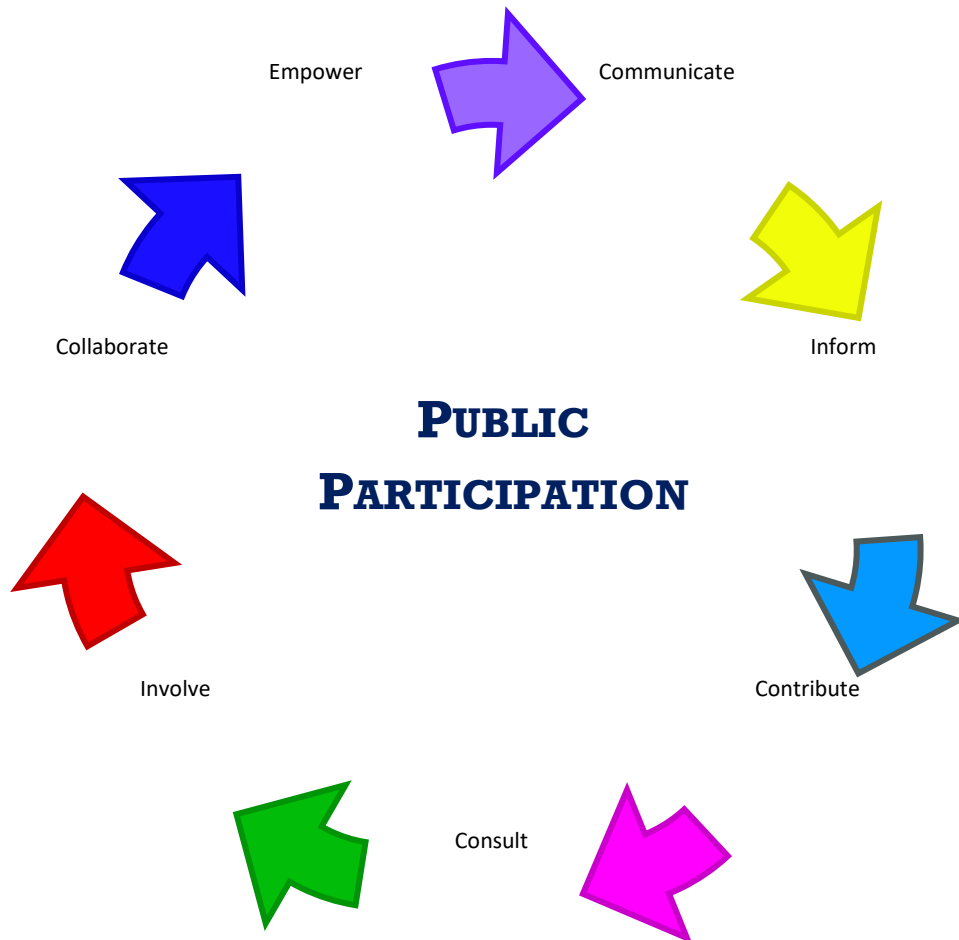
	Jul '24 - Apr 25	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
GRANT INCOME			
RMRA	41,675.72	84,717.00	-43,041.28
Rural Planning Assistance (RPA)	83,646.77	158,000.00	-74,353.23
State Transp Improv Prgm (STIP)	0.00	87,000.00	-87,000.00
Total GRANT INCOME	125,322.49	329,717.00	-204,394.51
LTF (LTF to MCTC)	64,260.69	149,450.00	-85,189.31
MTA Reimbursements	1,019.52		
PPM	48,000.00		
Refund/Reimb.	132.41		
RPA	47,187.93		
RSTPG	0.00	2,058.00	-2,058.00
Total Income	285,923.04	481,225.00	-195,301.96
Expense			
Computer & Internet Expenses	0.00	1,000.00	-1,000.00
Insurance Expense	8,058.00	20,000.00	-11,942.00
Leases & Occupancy Expenses	14,274.50	17,200.00	-2,925.50
Legal Notices	436.51	1,000.00	-563.49
Office Supplies	439.47	2,000.00	-1,560.53
Pavement Management System	2,000.00	5,500.00	-3,500.00
PAYROLL EXPENSES			
BENEFITS			
Dental Insurance	1,500.01		
Health Insurance	32,642.49		
PARS Retirement	21,587.22		
Simple IRA	2,216.21		
Vision Insurance	496.99		
Total BENEFITS	58,442.92		
Payroll Taxes	10,176.83		
Salaries & Wages	193,482.02	0.00	193,482.02
PAYROLL EXPENSES - Other	0.00	230,577.00	-230,577.00
Total PAYROLL EXPENSES	262,101.77	230,577.00	31,524.77
Planning Support & Services	0.00	12,249.00	-12,249.00
PROFESSIONAL FEES			
Accounting & Auditing	25,183.18	55,000.00	-29,816.82
Actuarial Audit / GASB 68	2,700.00	8,000.00	-5,300.00
Admin Services / PARS admin	9,043.28	17,159.00	-8,115.72
Commissioner Stipend	3,250.00	8,400.00	-5,150.00
Consultants	66,692.14	1,000.00	65,692.14
IT Service & Support	5,761.12	10,000.00	-4,238.88
Legal Fees	112.00	5,000.00	-4,888.00
Total PROFESSIONAL FEES	112,741.72	104,559.00	8,182.72
Travel, Training & Memberships	1,980.00	3,000.00	-1,020.00
Total Expense	402,031.97	397,085.00	4,946.97
Net Ordinary Income	-116,108.93	84,140.00	-200,248.93
Other Income/Expense			
Other Income			
Interest income	11,268.31		
TRUSTS			
Interest Income - Trusts	278.10		
LTF Sales Tax	109,328.28		
Total TRUSTS	109,606.38		
Total Other Income	120,874.69		
Net Other Income	120,874.69		
Net Income	4,765.76	84,140.00	-79,374.24

Report to Modoc County Transportation Commission	
Subject	Meeting Date
Regular Business	June 3, 2025
Presented by	Agenda Item
MCTC Staff	5

ATTACHMENTS – shown in **bold** below

1. Consider adopting **Resolution 25-05** approving the **2025 Public Participation Plan (PPP)**. *Action*
The PPP is required to be updated every 3 years. The organization chart and other minor changes were made. Staff recommends adopting the 2025 Public Participation Plan.
2. Consider adopting **Resolution 24-01 rev. 1 Fiscal Year (FY) 2024/25 Final Budget**. *Action*
Staff recommends adopting Resolution 24-01 rev.1 FY 2024/25 Final Budget.
3. Consider approving the **Assets Inventory and Disposition ending June 30, 2025**. *Action*
4. Consider adopting the final **2025/26 Overall Work Plan**. *Action*
5. Consider approving the **City of Alturas Streets & Roads Claim**. *Action*
The City is requesting \$200,000.00 Local Transportation Funds Streets and Roads funding. Their current balance is \$235,545.49; the County's balance is \$484,890.13. Staff recommends approval of the City's claim in the amount of \$200,000.00. *Action*

MODOC COUNTY TRANSPORTATION COMMISSION



Public Participation Plan for Regional Transportation Planning

108 S Main St.

Alturas, CA 96101

(530) 233-6410

modoctransportation.com

Adopted June , 2025

Table of Contents

Preface	3
Modoc County Transportation Commission (MCTC) Overview.....	3
Table 1 - MCTC Staff Contact Information.....	4
1. Introduction	4
A. Public Participation Plan Goals	4
B. How to use the PPP.....	4
C. Challenges.....	5
Table 2 – Challenges and Sample Strategies and Techniques.....	5
D. Levels of Participation.....	5
2. Purpose of the PPP	6
A. Satisfying Legal Requirements	6
1. Sustainable Communities and Climate Protection Act of 2008 (SB 375)	6
2. The Ralph M. Brown Act (California Government Code §§ 54950-963)	6
3. Title VI of the Civil Rights Act of 1964 as Amended (42 U.S.C., Section 2000d)	7
4. Consultation and Coordination with Tribal Governments (U.S. DOT Order 5301.1).....	7
B. Accountability.....	7
C. Consistency	7
3. Tools and Techniques for Effective Public Outreach.....	7
A. Summary of Tools	7
Table 3– Outreach Tools.....	8
4. Activities Involving Public Participation	9
A. Recurring Plans.....	9
1. Regional Transportation Plan (RTP)	9
2. Transportation Improvement Programs (local, State, and Federal)	10
B. Supporting Documents.....	11
C. Special Projects.....	12
5. Transportation Planning Partnerships.....	12
A. Governmental Partners.....	12
B. Private Non-Governmental Partners	13
6. Measuring Success	13
MCTC Resolution 25-05	14

List of Acronyms in the Plan

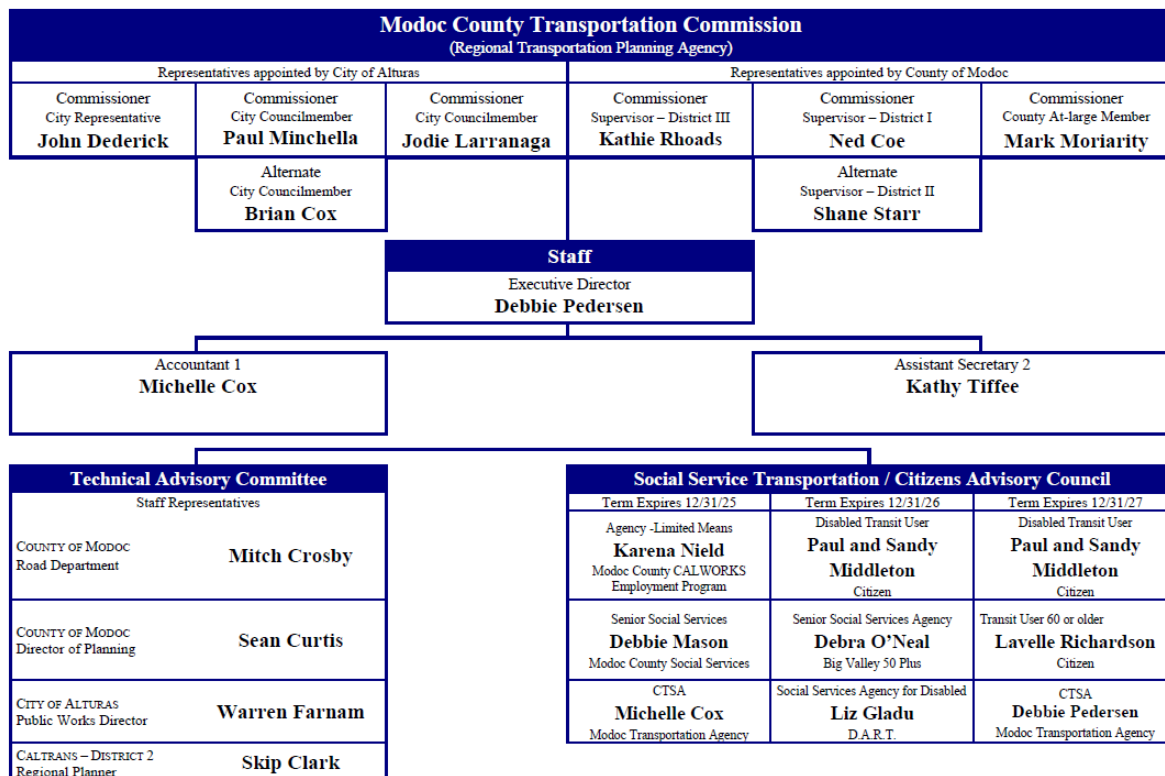
ADA	Americans with Disabilities Act
ARB	Air Resources Board
Caltrans.....	California Department of Transportation
CEQA	California Environmental Quality Act
CFR.....	Code of Federal Regulations
CTC	California Transportation Commission
CTSA.....	Consolidated Transportation Services Agency
EIR.....	Environmental Impact Report
EPA.....	Environmental Protection Agency
FHWA	Federal Highway Administration
FTA.....	Federal Transit Administration
FTIP	Federal Transportation Improvement Program
GHG	Greenhouse Gas
MAP-21	Moving Ahead for Progress in the 21 st Century
MCBOS	Modoc County Board of Supervisors
MCTC.....	Modoc County Transportation Commission
MTA	Modoc Transportation Agency
NEPA.....	National Environmental Policy Act
OWP	Overall Work Program
PPP	Public Participation Plan
RTIP	Regional Transportation Improvement Program
RTP.....	Regional Transportation Plan
SB	Senate Bill
SCS	Sustainable Communities Strategy
SSTAC.....	Social Services Transportation Advisory Council
STIP	State Transportation Improvement Program
TAC	Technical Advisory Committee
TDA.....	Transportation Development Act
TIP	Transportation Improvement Program (Federal, State, local)
USC	United States Code

Preface

Modoc County Transportation Commission (MCTC) Overview

The MCTC was created by the Modoc County Board of Supervisors (MCBOS) in 1972 by Resolution 72-08, in accordance with Government Code, Title 3, Division 3, Chapter 2, Article 11, Sections 29532 and 29535. The MCBOS created MCTC as a “public transportation entity” and local transportation commission pursuant to statute (Gov. Code §§ 29532, 29535) in order to establish a local transportation fund and receive a portion of the tax from the State Board of Equalization (Gov. Code § 29530). MCTC adopted Bylaws in 1982 and adopted an update in April 2016.

The MCBOS appoints three members and one alternate member to the MCTC, and the City of Alturas appoints three members and one alternate member to the MCTC as required by statute (Gov. Code § 29535). MCTC operates as a fully independent government agency with three full-time employees.



\\mcl-alt-pdc-1\data\users\officeshared\m c t c\admin tools\org charts and rosters\mctc - org chart 011525.docx

Under the direction of MCTC, staff evaluates regional transportation needs and obtains and manages many grants to fund projects and prepare plans. Staff also recommends to MCTC what improvements will be made. Each year, MCTC administers over \$4 million in state and federal funds to support regional planning and program highway, street, and road projects. These actions support the State and local agencies efforts to construct, operate and maintain transportation projects in the Modoc region.

Table 1 - MCTC Staff Contact Information

Position	Name	Email
Executive Director	Debbie Pedersen	dpedersen@modoctransportation.com
Accountant 1	Michelle Cox	mcox@modoctransportation.com
Administrative Assistant 2	Kathy Tiffiee	ktiffiee@modoctransportation.com

Physical/Mailing Address	Telephone	Website
Modoc County Transportation Commission (MCTC), 108 S. Main St., Alturas, CA 96101	(530) 233-6410 or (530) 233-6422	modoctransportation.com

1. Introduction

A. Public Participation Plan Goals

MCTC's role in transportation planning and decision making is a balancing act between diverse community needs, values, and priorities. We rely on the public and integrate public input into policies, plans, and products to provide balance between community-based and technical solutions. Community members have an integral knowledge of their surroundings because they work and live here.

The Public Participation Plan (PPP) sets forth the process that MCTC follows to enable and establish working relationships with community and public agency members. This process is open and continuous to enable early, ongoing, and continuous public involvement.

B. How to use the PPP

The PPP is a reference document for community members and MCTC. It serves as an informal two-way agreement between MCTC and community members and sets forth clear processes, and desired outcomes. Community members can be defined as public, community stakeholders, community decision makers, tribal government officials, local partners and agencies, multimodal groups, neighboring inter county agencies, special interest groups, state and federal partners, and agencies. The PPP can be used by all interested individuals and entities to interact with and follow MCTC's activities and assist MCTC in consistent outreach efforts.

The PPP is presented in sections to present the information in an organized manner.

Section 1 - *Introduction*. Information is provided for the use of the PPP and challenges that MCTC experiences with different aspects of public outreach strategies and techniques.

Section 2 – *Purpose of the Plan*. This section provides information on why MCTC prepares a PPP and provides relative information on laws and regulations. MCTC desires to build accountability and consistency with processes to foster and encourage public participation.

Section 3 – *Tools and Techniques* – A summary of tools and techniques is provided that MCTC utilizes to engage and encourage public participation.

Section 4 – *Activities Involving Public Participation* – MCTC is required to provide opportunities for public comment during development of plans and programs. This section provides a summary of plans and programs that are routinely updated and amended and the desired level of public participation.

Section 5 – *Partner Consultations* – A framework for interacting with tribal government officials, state government agencies, and local government agencies to gain technical participation in the development of plans and programs is provided.

Section 6 – *Measuring Participation* – Public participation is challenging to measure for MCTC. MCTC employs 3 full-time employees to work for two agencies. This section provides general information to measure public participation.

C. Challenges

Table 2 below lists some of the challenges and examples of strategies and techniques MCTC employs to address the challenges. Planning projects in a county with a large area and varying demographics presents its challenges.

Table 2 – Challenges and Sample Strategies and Techniques

Challenge	Potential Strategy/Technique to Address Challenge
MCTC is legally and ethically bound to represent a diverse population with varying needs, priorities, and ability to access and influence the planning process.	Partner with social service agencies to target traditionally underrepresented segments of the population, including low-income households, elderly, disabled, and non-English speaking citizens.
Limited advertising options and MCTC resources make it difficult to compete for public attention	Use grass roots communication versus expensive media buys. Establish good rapport with the local newspaper. Utilize opportunities to advertise on bus service, public agency bulletin boards, etc.
The planning process is complicated and can be intimidating to community members that would like to participate and provide input.	Avoid the use of planning and legal jargon. Use visualization techniques to describe complex concepts. Request to attend community or neighborhood meetings. Do not wait for the public to engage MCTC.
MCTC projects are normally long-term and regional.	Employ continuous communication to engage community members, place posters in local businesses, and distribute updates via email to interested parties. Develop email lists from attendees or community members expressing interest in a project or plan.
It is difficult to measure the effectiveness of public outreach efforts.	MCTC utilizes a range of measures based on Access (points of dissemination of information); Awareness (community members ability to understand issues and alternatives); and Action (community members actively participate in the planning process and or provides meaningful feedback)

D. Levels of Participation

MCTC recognizes that not all decisions, plans, programs, or projects require the same outreach. MCTC selects the type and method of noticing based on the level of public input needed. This approach helps ensure limited resources are applied most effectively and does not saturate the public and cause a negative outcome (i.e., having public toss or discard notices due to oversaturation).

Inform – This level of public participation provides the public with the information they need to understand the decision-making process and where public input would not likely change the outcome of the decision.

Consult – This level of participation is the basic minimum opportunity for public input to a decision. This approach seeks the public’s opinion and decision makers consider public input however the input typically has little to no impact on the decision. For example, input is generally asked for at transportation project milestones.

Collaborate – the public is directly engaged in decision-making. Actions and solutions are typically generated by the public and consensus is normally reached through this process. Conducting a collaborative program is time-consuming and resource intensive.

Outreach is conducted through a multi-faceted effort; these levels are not rigidly applied. Flexibility and adaptability are essential to a successful outreach effort.

2. Purpose of the PPP

A. Satisfying Legal Requirements

The PPP has been developed and is updated in accordance with guidelines established by federal, state, or local regulations including the following:

1. Sustainable Communities and Climate Protection Act of 2008 (SB 375)

This act prompts regional planning to reduce greenhouse gas (GHG) emissions from cars and light trucks through coordinated transportation and regional land use planning to meet regional per capita vehicular greenhouse gas emissions targets set by the California Air Resources Board (CARB).

2. The Ralph M. Brown Act (California Government Code §§ 54950-963)

The Ralph M. Brown Act (Act) is commonly referred to as the Brown Act, Open Meeting Law, or Sunshine Law. It governs the meetings and actions of governing board members of local public agencies and their created bodies. The Act ensures that local government bodies are open to the public. It also extends to any committee or other subsidiary body of a local agency, whether permanent or temporary, decision making or advisory, which is created by such a governing board. The Act sets minimum standards for open meetings related to access to public, location of meetings, notice posting, agenda distribution, and public input. The public agency may adopt reasonable regulations ensuring the public’s right to address the agency and may also limit the total amount of time allocated for public testimony. MCTC and its committees adhere to these requirements involving proper noticing, access, and ability to address the board of directors and committees.

Due to time constraints at board of directors’ meetings, unscheduled comments by the public may be limited to three minutes in length. The MCTC encourages interested citizens to provide written copies of presentations to the board of directors/committees, particularly if the statement is too long to be presented in its entirety. Citizens unable to attend the meeting may submit their concerns and ideas in writing to staff, who will then present the comments to the respective board of directors/ committee in either a written or oral format.

3. Title VI of the Civil Rights Act of 1964 as Amended (42 U.S.C., Section 2000d)

Title VI states that “No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefit of, or be subjected to discrimination under any program or activity receiving federal financial assistance.” MCTC adheres to Title VI and environmental justice principles. Elderly, disabled, and persons with limited means, located within 10 miles of a MCTC meeting, may call 48 hours prior to a meeting for a free ride to and from that meeting. To arrange a Spanish translator, contact the office at least 72 hours prior to the meeting.

4. Consultation and Coordination with Tribal Governments (U.S. DOT Order 5301.1)

U.S. Department of Transportation ensures that program, policies, and procedures administered by the U.S. DOT are responsive to the needs and concerns of Native American Tribal Governments. The MCTC Executive Director maintains ongoing communication with tribal councils regarding transportation planning projects. MCTC has a policy for Consultation with Native American Tribal Governments that details how the agency consults with local Tribal Governments regarding transportation plans and programs.

B. Accountability

MCTC conducts business during regular meetings, open to public attendance and public comment. To encourage participation and inform the community, a variety of media formats is used to provide notice for meetings, workshops, and public hearings. Some of these methods of notification are to comply with laws. MCTC often exceeds the required minimum notification standard to provide opportunities for community input, provide information, foster partnerships, and involve the public. Positive experiences between MCTC and the public lead to continued participation with future projects. These interactions also build trust and foster partnerships.

C. Consistency

The PPP sets reasonable expectations for those wishing to participate in the development of transportation plans, programs, and projects. The PPP is intended to provide information on how people can get involved in the MCTC processes for fair and equitable access. Public participation is not a “one size fits all” approach. Each public opportunity should be tailored by MCTC to elicit and facilitate open and informal settings to encourage public participation.

3. Tools and Techniques for Effective Public Outreach.

A. Summary of Tools

Most MCTC plans, grants, and programs have minimum requirements that MCTC needs to meet for public comment opportunities. Each requires an assessment or specific set of outreach strategies and or tools. Public outreach tools continually evolve. Table 3 represents an assessment of the most common tools MCTC utilizes.

Table 3– Outreach Tools

Tool/Strategy	Pros	Cons
Formal Public Hearings – Legal Notices	<ul style="list-style-type: none"> • Direct public input/feedback • Typically used to satisfy program and grant legal notice requirements • Provides basic broad access 	<ul style="list-style-type: none"> • Structured - impedes free flow of information • Intimidates some • Occurs later in the process with little or no impact on outcome.
Public Meetings or Workshops	<ul style="list-style-type: none"> • Direct public input/feedback 	<ul style="list-style-type: none"> • It takes considerable effort and expense to attract attendees for each event. • Difficult for some to attend
Town or Community Meetings	<ul style="list-style-type: none"> • Direct community-based comments, input, and feedback 	<ul style="list-style-type: none"> • Can take considerable staff time • Attendance is unpredictable
Fairs, special events, group/organization meetings	<ul style="list-style-type: none"> • Direct community-based comments, public input/feedback. • Can provide a good cross section of community 	<ul style="list-style-type: none"> • It can take considerable staff time, depending on the event. • Not all community members involved
Technical Advisory Committees	<ul style="list-style-type: none"> • Expert review, feedback and recommendations 	<ul style="list-style-type: none"> • Input typically focused on a technical or narrow perspective.
Steering Committees	<ul style="list-style-type: none"> • Representation from disparate groups to collaborate, discuss options, and recommend options to decision makers 	<ul style="list-style-type: none"> • Not all community members are involved; input via representation. • Potential to miss segments of population when establishing groups
Website	<ul style="list-style-type: none"> • Timely and convenient public access to planning, programming, grants, and project documents, meeting locations, agendas, etc. • Low cost 	<ul style="list-style-type: none"> • Not all segments of the population have internet access and/or computer experience. • It requires staff time to keep information fresh and relative.
Social Media	<ul style="list-style-type: none"> • Direct input/feedback from public • Low cost • Interested people can follow progress with instant/relative updates • Becoming increasingly popular 	<ul style="list-style-type: none"> • Public comments can be difficult to validate or easily misunderstood. • Anonymity can foster inappropriate comments that quickly digress. • Management of this media group can be labor intensive.
Surveys (mail, newspaper, telephone, internet, spot locations – neighborhood canvassing)	<ul style="list-style-type: none"> • Direct input/specific questions • Aids in the collection and analysis of data • Web-based surveys compile instantly and are updated and displayed as data is submitted. 	<ul style="list-style-type: none"> • Low response rate for direct mail and newspaper circulation. • Can be costly • Need to consider type of questions so that data is easier to tabulate • Qualitative and difficult to tabulate
Focus Groups	<ul style="list-style-type: none"> • Interactive/team building. • Conducive to building trust, consensus, and support 	<ul style="list-style-type: none"> • Time consuming • Works well for small groups 8-10 participants
Open House	<ul style="list-style-type: none"> • Informal setting • Provides opportunity for personal exchanges • Can be conveniently located for public/community attendance 	<ul style="list-style-type: none"> • Multiple locations may be needed to get a good cross section of input • Public attendance is unpredictable

4. Activities Involving Public Participation

A. Recurring Plans

There are several key plans and programs that are required by state and federal legislation. Federal law prescribes early and continuing opportunities for public participation in developing the Regional Transportation Plan and State law mimics this standard.

1. Regional Transportation Plan (RTP)

The Regional Transportation Plan (RTP) is a long-range planning and policy document – state law requires the plan be updated each five years in rural areas like Modoc County. RTP establishes priorities for all modes of transportation in the county over the 20-year planning horizon. Regional stakeholders (the city, county, and state) provide information on their systems (roads, streets, highways, airports, bridges, transit, and other modes). Many federal and state funded transportation programs require projects to be listed in a RTP to be eligible for funding. RTP also addresses transportation related issues such as air quality, safety, land use, and environmental impacts. RTP undergoes an initial environmental study to comply with the California Environmental Quality Act (CEQA) and typically a Negative Declaration is approved and filed. Each transportation project undergoes federal and state environmental reviews and special studies are often needed to complete the environmental process for a transportation project. Below are the typical steps used to update or amend the RTP:

RTP Update

- a. Develop a comprehensive project scope and timeline by utilizing stakeholder and advisory committee feedback. The project scope includes early and continuing opportunities to comment.
- b. Stakeholder and advisory committee meetings, targeted public workshops, letters soliciting input and participation.
- c. Opportunities to participate via the website; draft documents are available online for public review and comment. News release is used to solicit public input.
- d. Intergovernmental consultation with affected agencies and tribal governments.
- e. Draft plan released for 30-day public review. Conduct a workshop and circulate the document to stakeholders, the library, and other public locations. Additional or expanded public review if issues arise that need addressed.
- f. Final RTP adopted by the MCTC following a public hearing. Minimum of one public hearing conducted at the MCTC meeting.

RTP Amendment

- a. Public Notice – amendment reviewed by the technical advisory committee. Notices posted in the MCTC office and county and city bulletin boards and on the MCTC website.
- b. Legal notice published regarding the MCTC proposed action to amend RTP.
- c. RTP amendment approved during a regular or special MCTC public meeting.

2. Transportation Improvement Programs (local, State, and Federal)

Regional Transportation Improvement Program (RTIP)

MCTC is required by state law to develop and adopt a 5-year program outlining regional transportation projects. This five-year program is known as the Regional Transportation Improvement Program and is due each odd numbered year by the 15th of December. It is a list of recommended capital projects for transportation improvements including rehabilitation of streets, roads, and highways, new construction, and operational improvements. Each planning entity in the State adopts a RTIP for their jurisdiction.

State Transportation Improvement Program

STIP is a multi-year capital improvement program of the transportation projects on and off the state highway system, funded with revenues from various transportation funding sources. RTIPS statewide, the State's portion of the program (the Interregional Transportation Improvement Program) and other state programs are included in the STIP. STIP programming is adopted by the California Transportation Commission every two years.

Federal Transportation Improvement Program

Caltrans prepares the FTIP for all rural agencies each four years. FTIP typically includes all (STIP) projects that are funded with federal funds. Federally funded projects require state and federal approvals for environmental permits, right-of-way certifications, the plans, specifications and estimates, and construction. These projects often require a higher effort of work, more time and more funding to construct the project than a state-only funded project. FTIP represents projects that utilize federal aid for transportation, transit, and capital projects. FTIP is adopted every four years. Below are the typical steps used to update or amend the TIP.

TIP Update

- a. TIP reviewed by the technical advisory committee. Public notices are posted in the MCTC office and county and city bulletin boards and on the MCTC website.
- b. Intergovernmental consultation with affected agencies and tribal governments (if applicable).
- c. Draft TIP released for 30-day public review. Conduct a workshop and circulate draft to stakeholders and other public entities. Additional or expanded public to address public concerns (as needed).
- d. Legal notice published regarding the public hearing for the TIP adoption.
- e. TIP approved during a regular or special MCTC public meeting, following a public hearing.

TIP Amendment

- a. Public Notice – amendment reviewed by the technical advisory committee. Notices posted in the MCTC office and county and city bulletin boards and on the MCTC website.
- b. Legal notice published regarding the MCTC proposed action to amend the TIP.
- c. TIP amendments can be approved administratively (by MCTC Executive Director) or during a regular or special MCTC public meeting.
- d. Note: TIP technical corrections are occasionally necessary – there are no approvals or public reviews required. Technical corrections do not affect an overall project.

B. Supporting Documents

Overall Work Program (OWP)

The Overall Work Program is adopted annually by MCTC during a regular public meeting. The OWP outlines transportation planning goals, objectives, actions, and funding to support work in the OWP. The OWP is a contract between the state and MCTC to undertake mandated and desired regional planning functions for Modoc like the RTP, the RTIP, plans for other modes, consultation, public outreach, etc.

Unmet Needs

The Transportation Development Act (TDA) funding is generated from fuel taxes (State Transit Assistance) and a portion of the sales tax generated in Modoc (Local Transportation Fund). TDA provides funding for local program activities including administration costs, pedestrian and bicycle facilities, community transit services, public transportation, bus and rail projects, and local streets and roads (construction and maintenance). Annually MCTC conducts the Unmet Needs process and assesses public transportation needs. Public transportation needs that are “reasonable to meet” (MCTC has the ability financially support) are addressed before funding can be used for other nonpublic transit uses. The STA can only be used for public transit uses, administrative, planning costs for contracted public transportation, and capital acquisition and maintenance (typically intermodal facilities and bus acquisition). The MCTC TDA Handbook and the TDA Guidebook published by Caltrans Division of Mass Transportation provide more information regarding the Unmet Needs and TDA.

Coordinated Human Services Transportation Plan

MCTC prepares and develops the Coordinated Human Services Transportation (CHST) Plan. This plan is required to obtain some federal funds for transit operation and capital improvements. The CHST identifies social service agencies and opportunities to coordinate transportation services. It also focuses on meeting basic transportation needs of individuals with disabilities, older adults, and people with low income and limited means. Caltrans Division of Mass Transportation assisted 13 rural agencies (including Modoc) in updating their CHST plan in 2020.

Short Range Transit Study

MCTC has been developing the Short-Range Transit Study (SRTS) this fiscal year. The final plan is anticipated to be adopted April 2025. This study focuses on a five-year period (through 2030) and outlines transit service expansions, transit bus replacement schedule (capital improvement program), assesses current transit operations and recommends fare structure options, provides marketing and recommended schedule improvements, etc. The study was funded through a Caltrans Competitive Sustainable Planning Grant awarded to MCTC. Typically, it takes more than five years to implement improvements included in a SRTS and some of the program expansions are implemented and others (pilot) services are not maintained because ridership does not support the service. MCTC funds pilot transit services six months, giving an opportunity for riders to use new services. A new start that has other grant funds may operate longer than a year.

Public Participation Plan

The PPP provides guidance for MCTC Board, committees and staff, local agencies and officials, and public members. It provides general information on the types of public participation and interagency consultation for the regional transportation planning process.

C. Special Projects

Special projects are often grant-funded projects and come with specific requirements for public outreach. In addition, area or specific plans may generate the need for new public outreach strategies. As these grants are developed, budgets may include expanded outreach efforts such as telemarketing, community surveys, radio advertising, attendance and presentations at local governing agency boards, tribal governments and committees, community workshops, etc.

5. Transportation Planning Partnerships

Transportation planning is most effective when open, continuous, and collaborative processes are utilized. MCTC maintains contact with public agencies, tribal governments, and non-governmental groups, and organizations to foster and develop these partnerships. Some of these partners are included below.

A. Governmental Partners

Tribal Government Partners – Alturas Indian Rancheria, Cedarville Rancheria, Ft. Bidwell Reservation, Pit River XL Reservation, Pit River Tribe Lookout and Pit River Tribe Likely.

Local and Regional Government Partners – City of Alturas – Public Works, Police and Planning Department; Modoc County – Road, Health, Social Services, and Planning Departments, Sheriff's Office, CalWORKS, and Air Pollution Control District, Local Agency Formation Commission, adjoining Counties, Modoc Transportation Agency, North State Super Region, California Rural Counties Task Force.

State Government Partners – Caltrans District 2, California Transportation Commission (CTC), California Highway Patrol (CHP), Business Transportation and Housing Agency (BT&H), Governors' Office of Planning and Research (OPR), State Parks, Cal Fire, Department of Fish and Wildlife.

Federal Government Partners – Federal Highway Administration (FHWA), Federal Transit Administration, US Department of Transportation, US Bureau of Indian Affairs, National Fish and Wildlife Service, Bureau of Land Management, US Forest Service.

B. Private Non-Governmental Partners

This is not an all-inclusive list – many entities play beneficial and important roles in the transportation planning process.

Local service clubs (Rotary, Lions, and Elks), area Chamber of Commerce, Builders Exchanges, California Trucking Association, Far Northern Regional Council, Modoc Work Activity Center, Modoc Senior Citizens Center, Surprise and Big Valley 50 Clubs, Surprise Valley Saturday Market, Alliance for Workforce Development, and Modoc Medical Center/Last Frontier Health District (Skilled Nursing Facility, Physical Therapy).

6. Measuring Success

MCTC staff will utilize the effectiveness of public outreach efforts by using the data collected at public venues and by the following criteria:

Access – does the public have equitable access to information on all MCTC plans, programs, and decision-making processes?

Awareness – is adequate information available to the public in an understandable format (explains actions, plans, needs, etc., and avoids acronyms as practical) – does the public receive the information and is the information presented in an understandable form?

Action – Did the MCTC/staff receive public input or did the public contribute to the planning process? (Was the public able to act or comment?)

MCTC has sign-in sheets available for each public forum (MCTC meetings, workshops, committee meetings, community meetings, etc.). It is not mandatory for attendees to sign in, it is mainly used to see what public members attended and add them to mailing lists for future meetings.

MCTC Resolution 25-05

MODOC COUNTY TRANSPORTATION COMMISSION

RESOLUTION No. 24-01 rev.1

Fiscal Year (FY) 2024/25 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 2024/25 Transportation Development Act (TDA) funds on April 2, 2024, in the Findings of Apportionment and MCTC Resolution 24-03 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 2024/25 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 23-06 Authorized Signatories for Plans and Programs; and

WHEREAS, the MCTC FY 2024/25 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 2024/25 MCTC Budget (\$569,661).

PASSED AND ADOPTED this ** day of ***, 2025 by the following vote:

AYES: Commissioners:

NOES: None:

ABSENT: Commissioners:

ATTEST:

John Dederick, Chairperson

Debbie Pedersen, Executive Director

Modoc County Transportation Commission
FY 2024/25 Budget
Resolution 24-01 rev. - Attachment A

Adopted 06/03/25 (Res. 24-01 rev.)						
<u>REVENUES</u>	Actual Operating	Expended thru 4-30-25	Difference		Final Budget Revenue	LTF Trust Acct
Local Transportation Fund (LTF)						
Estimate - Sales Tax Revenues (FY 24/25)	\$ 149,450	\$ 64,261	\$ 85,189	\$ 149,450		
LTF Trust Account (MCTC)						\$ 109,950
Special Programs						
Rural Planning Assistance (FY 24/25)	\$ 158,000	\$ 158,000	\$ -	\$ 158,000		
STIP PP&M - FY 24/25 Actual \$48,000	\$ 48,000	\$ 48,000	\$ -	\$ 48,000		
RMRA - 2024 Modoc SRTP Budget \$87,414	\$ 61,042	\$ 61,042	\$ -	\$ 61,042		
RSTPG (23/24) Budget \$2,058	\$ 43,219	\$ 32,644	\$ 10,575	\$ 43,219		
Total Revenues	\$ 459,711	\$ 363,946	\$ 95,764			\$ 109,950
	\$					569,661
<u>EXPENSES</u>			Adjustments to June 30		Final Budget	
Commissioner Per Diem Expenses	\$8,400.00	\$3,250.00	\$5,150.00	(\$3,500.00)	\$4,900.00	
Facility Lease & Overhead Agreement	\$17,200.00	\$14,274.00	\$2,926.00		\$17,200.00	
Insurance (Building & Liability)	\$20,000.00	\$8,058.00	\$11,942.00	\$0.00	\$20,000.00	
IT Equipment (Computers, Misc.)	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	
Legal Notices	\$1,000.00	\$436.51	\$563.49		\$1,000.00	
Office Supplies	\$2,000.00	\$439.47	\$1,560.53	\$0.00	\$2,000.00	
Planning Support & Services	\$12,249.00	\$0.00	\$12,249.00	\$0.00	\$12,249.00	
Professional / Specialized					\$0.00	
Accounting / Auditor Services	\$55,000.00	\$25,183.18	\$29,816.82	(\$10,000.00)	\$45,000.00	
Actuarial Audit / GASB 68	\$8,000.00	\$2,700.00	\$5,300.00	(\$5,000.00)	\$3,000.00	
Payroll Services/PARS Admin	\$17,159.00	\$8,305.80	\$8,853.20	\$0.00	\$17,159.00	
LSC Transportation Consultants (2024 Modoc SRTP)	\$61,041.71	\$61,041.71	\$0.00		\$61,041.71	
Pavement Management System	\$5,500.00		\$5,500.00	(\$5,150.00)	\$350.00	
IT Service & Support (Monthly Services)	\$10,000.00	\$5,761.12	\$4,238.88	\$0.00	\$10,000.00	
Legal Services	\$5,000.00	\$112.00	\$4,888.00	\$0.00	\$5,000.00	
Miscellaneous Services	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	
Salaries / Labor	\$232,161.00	\$262,101.77	(\$29,940.77)	\$23,650.00	\$255,811.00	
Travel / Staff Training / Memberships	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	
CAPITAL, RESERVE & TRUST						
LTF to City of Alturas (FY 23/24)						\$ 32,468
LTF to County of Modoc (FY 23/24)						\$ 77,482
Total Expenses	\$ 459,711	\$ 391,664	\$ 68,047	\$ -	\$ 459,711	\$ 109,950
	\$					569,661

Modoc County Transportation Commission
FIXED ASSET INVENTORY
FY 2023/24
(06/04/24 Mtg)

In Use	Scrap	Donate	Sell	Asset No.	Acquired	Vendor	Description	ORIGINAL COST			ACCUMULATED DEPRECIATION (3 year Life)				Book Value	
								Amount	Sales	Adj Book Bal	A/C Depre	New deprec.	Adj on Sales	Total A/C Dep		
		X		P-001-12	08/09/12	Associated Business Systems	Ricoh MPC3502 Copier	\$ 6,784.64		\$ 6,784.64	\$ 6,784.64	\$ -		\$ 6,784.64	\$ -	Donated to the Modoc County Library 07/2023
X				SVC-002-16	01/14/16	Computer Haven	Custom Server - Dual Intel Xeon Intel Server	\$ 7,740.00		\$ 7,740.00	\$ 7,740.00	\$ -		\$ 7,740.00	\$ -	
X				PC-009a-19	06/13/19	Apex Technology Inc (a)	Dell PC's w/dual Monitors (x6) - Hardware only	\$ 7,507.92		\$ 7,507.92	\$ 5,213.83	\$ 2,294.09		\$ 7,507.92	\$ -	Separate JR Entry per Auditor's request
X				PC-009b-19	07/24/19	Apex Technology Inc (b)	Dell PC's w/dual Monitors (x6) - Labor only	\$ 3,720.00		\$ 3,720.00	\$ 2,376.67	\$ 1,343.33		\$ 3,720.00	\$ 0.00	
										\$ -	\$ -	\$ -		\$ -	\$ -	
						GRAND TOTAL		\$ 25,752.56	\$ -	\$ 25,752.56	\$ 22,115.14	\$ 3,637.42	\$ -	\$ 25,752.56	\$ 0.00	

Modoc County Transportation Commission
Office Equipment List
FY 2023/24
(06/04/24 Mtg)

In Use	Scrap	Donate Gov.	Date	Vendor	Description	Amount (Under \$5K)	Purchases	Sales/Scrap/Donate
x			03/15/01	L&P Office Products	Bookcase	\$ 176.55		
x			03/15/01	L&P Office Products	Bookcase with Door Kit	\$ 225.65		
x			06/16/04	L&P Office Products	Lexis Mahogany Bookcase/Door Kit	\$ 265.99		
x			06/16/04	L&P Office Products	Lexis Mahogany Bookcase/Door Kit	\$ 265.99		
x			06/16/04	L&P Office Products	Lexis Mahogany Bookcase/Door Kit	\$ 265.99		
x			02/18/05	Supply Partners	Hon Exec. Leather High back Chair (#15778)	\$ 504.06		
x			02/18/05	Supply Partners	Hon Guest Sled Chair (#88022)	\$ 300.28		
x			02/18/05	Supply Partners	Hon Guest Sled Chair (#88022)	\$ 300.28		
x			02/18/05	Supply Partners	Hon Guest Sled Chair (#88022)	\$ 300.28		
x			02/18/05	Supply Partners	Hon Guest Sled Chair (#88022)	\$ 300.28		
x			02/18/05	Supply Partners	Hon Guest Sled Chair (#88022)	\$ 300.28		
x			02/18/05	Supply Partners	Hon Guest Sled Chair (#88022)	\$ 300.28		
x			03/11/05	Supply Partners	Hon - Leather Manager Chair	\$ 450.44		
x			03/11/05	Supply Partners	Hon - Manager Chair	\$ 257.39		
x			03/11/05	Supply Partners	Hon - Manager Chair	\$ 257.39		
x			03/11/05	Supply Partners	Hon - Manager Chair	\$ 257.39		
x			03/11/05	Supply Partners	Hon - Manager Chair	\$ 257.39		
x			03/11/05	Supply Partners	Hon - Stack Chair w/o arms	\$ 311.01		
x			03/11/05	Supply Partners	Hon - Stack Chair w/o arms	\$ 311.01		
x			03/11/05	Supply Partners	Hon - Manager Chair	\$ 257.36		
x			03/11/05	Supply Partners	Hon - Manager Chair	\$ 257.39		
x			03/11/05	Supply Partners	Hon - Stack Chair w/o arms	\$ 311.01		
x			03/11/05	Supply Partners	Hon - Stack Chair w/o arms	\$ 311.01		
x			03/11/05	Supply Partners	Hon - Manager Chair	\$ 257.39		
x			03/11/05	Supply Partners	Hon - Manager Chair	\$ 257.39		
x			03/11/05	Supply Partners	Hon - Stack Chair w/o arms	\$ 311.01		
x			03/11/05	Supply Partners	Hon - Stack Chair w/o arms	\$ 311.01		
x			06/03/05	Supply Partners	Hon - Manager Chair	\$ 257.39		
x			04/19/12	J. Thayer	Lorell Mesh High Back Chair	\$ 268.12		
x			03/15/01	L&P Office Products	Executive "U" Desk - Exec Director	\$ 1,160.95		
x			03/15/01	L&P Office Products	Executive "U" Desk - Systems Manager	\$ 1,160.95		
x			03/15/01	L&P Office Products	Credenza, Knee Space (Desk)	\$ 551.05		
x			06/12/04	L&P Office Products	Lexis Mahogany Desk - Planner	\$ 1,366.38		
x			02/18/05	Supply Partners	Hon Knee space Credenza (#15349) (pc)	\$ 568.41		
x			01/27/97	Natl Business Furn	Lateral File Cabinet, 3-Drawer	\$ 609.54		
x			01/27/97	Natl Business Furn	Lateral File Cabinet, 3-Drawer	\$ 609.54		
x			01/27/97	Natl Business Furn	Lateral File Cabinet, 3-Drawer	\$ 609.54		
x			02/15/01	Natl Business Furn	Lateral File Cabinet, 3-Drawer	\$ 637.28		
x			02/18/05	Supply Partners	HON Lateral File 2 Drwr (#91850) (nw)	\$ 471.88		
x			02/18/05	Supply Partners	HON Lateral File 2 Drwr (#91850) (nw)	\$ 471.88		
x			02/18/05	Supply Partners	HON Lateral File 2 Drwr (#91850) (ci)	\$ 471.88		
x			02/18/05	Supply Partners	HON Lateral File 2 Drwr (#91850) (ci)	\$ 471.88		
x			02/18/05	Supply Partners	HON Lateral File 2 Drwr (#91850) (pc)	\$ 471.88		
x			02/18/05	Supply Partners	HON Lateral File 2 Drwr (#91850) (pc)	\$ 471.88		
x			07/08/09	J. Thayer Comp.	HON Lateral File 2 Drwr (#91850) (nw)	\$ 573.71		
x			03/15/01	L&P Office Products	Hutch, Executive "U"	\$ 433.35		
x			03/15/01	L&P Office Products	Hutch, Executive "U"	\$ 433.35		
x			12/05/04	Dell Marketing L.P.	Power Edge Rack System	\$ 2,010.33		
x			12/05/04	Dell Marketing L.P.	Power Supply System	\$ 566.95		
x			07/23/01	Reliable Off Supplies	Electric Binding Machine	\$ 605.99		
x			02/25/05	Supply Partners	Quart Paper Shredder #13147	\$ 203.76		
x			02/25/05	Supply Partners	Quart Mark Wipe Board X2 (#24969)	\$ 237.77		
x			02/25/05	Supply Partners	Quart Mark Wipe Board X2 (#24969)	\$ 237.77		
x			04/07/06	J. Thayer	Quartet Dry Erase Board	\$ 318.63		
	X		01/29/10	Computer Haven	Digital Audio Recorder PPM 07/08	\$ 269.54		X
		X	06/01/11	Staples	HP 3015 Laser Jet Printer	\$ 599.98		X

Modoc County Transportation Commission
Office Equipment List
FY 2023/24
(06/04/24 Mtg)

In Use	Scrap	Donate Gov.	Date	Vendor	Description	Amount (Under \$5K)	Purchases	Sales/Scrap/Donate
x			08/20/19	Apex Technology	X4 Webcams, X4 Sound Bars	\$ 835.07		
				GRAND TOTAL		\$ 25,838.13	\$ -	\$ -



Draft 2025/26 Overall Work Program Modoc County Transportation Commission (MCTC)

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

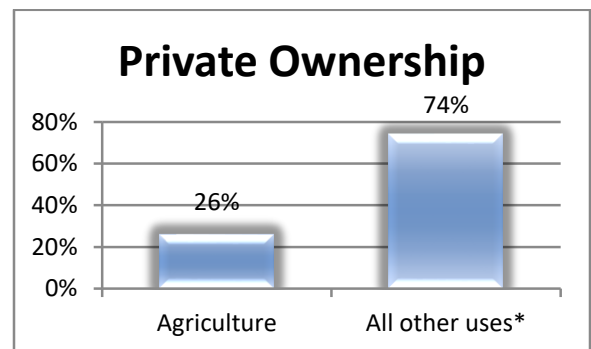
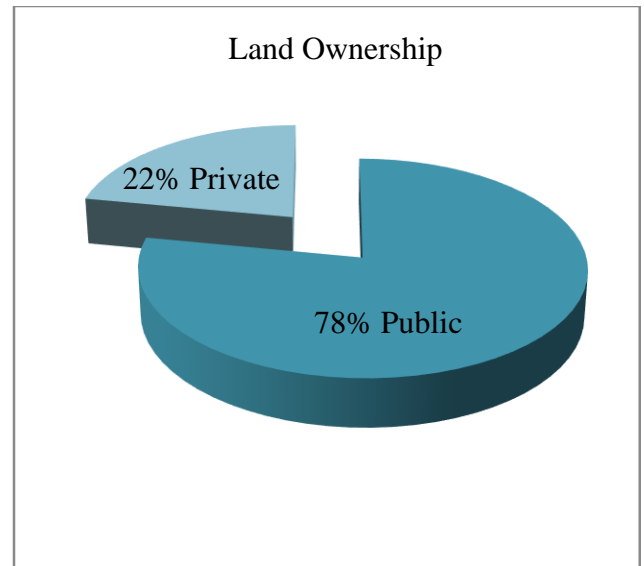
Contents

INTRODUCTION	3
Figure 1 – Modoc County Tribes	4
BACKGROUND	5
ORGANIZATION	5
Figure 2 – Organization Chart	6
OVERALL WORK PROGRAM	7
REVENUE SOURCES	7
Table 1 FY 2025/26 Overall Work Program Funding	8
Table 2: OWP Budget by Work Element	9
7001 OWP Development	10
7002 – Public Participation and Interagency Coordination	11
Work Element 7003 - Regional Transportation System Management	13
Work Element 7003.1 - Regional Transportation Plan	14
Table 3 2019 RTP Update Timeline and Deliverables	15
Work Element 7003.2 - Regional Transportation Improvement Program	16
Work Element 7004 – Multimodal and Public Transportation	17
Appendix A	18
Certifications and Assurances	18
Appendix B-	43
Debarment and Suspension Certification	43
Appendix C	45
2025 Planning Factors and Planning Emphasis Areas	45
Table 4 Work Element Planning Factors	45
The Federal and California Planning Emphasis Areas (PEAs)	46

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. MCTC coordinates with Federal Land Management Agencies during the development of transportation plans. Modoc County has the primary responsibility of ongoing discussions and coordination.

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.



* 74% federal government including tribal lands; 1% State, County, and City.

The population of the county is among the smallest in the state ranking 56th of the 58 counties. The Department of Finance estimated Modoc's January 1, 2024; population was 8,484; this equates to about 2.12 persons per square mile; the statewide average is 241.10 people per square mile. This is a slight decrease from January 21, 2023, with a population of 8,501.

The regional personal income statistics are comparatively lower than state average trends and local unemployment levels of 5.5% in November 2024 which is slightly higher than the statewide unemployment rate of 5.4%.

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 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

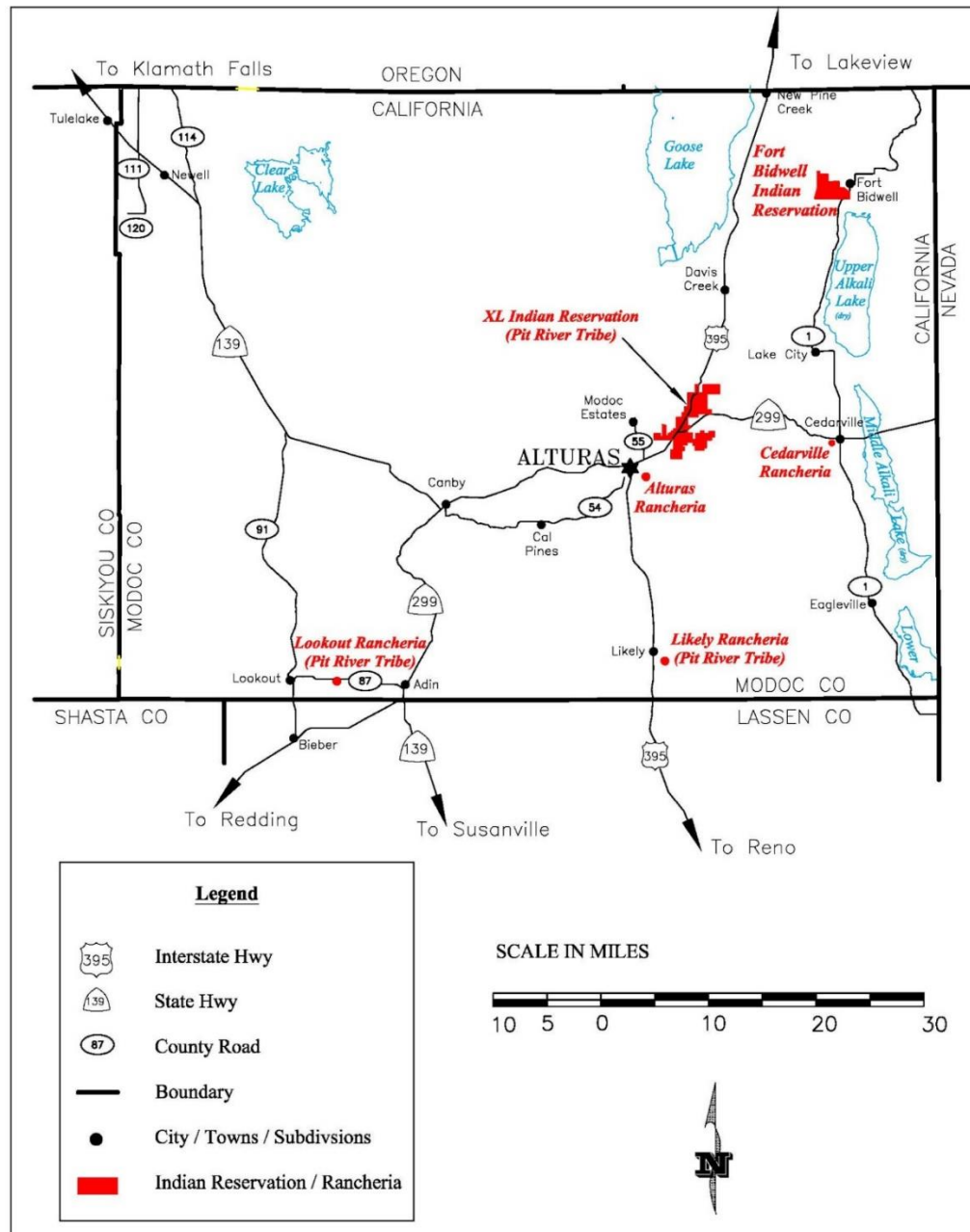
Average**Temperatures**

Lows 16 ° F
Highs 88 ° F

Annual Precipitation

9-16" valleys
up to 35" mountains

Figure 1 – Modoc County Tribes



There are six reservations and rancherias associated with four federally recognized tribes. Modoc County Transportation Commission (MCTC) coordinates and consults with these tribes throughout the year.

BACKGROUND

Regional transportation planning is integrated and involves all regional stakeholders (agency representatives from Federal, tribal governments, State, City and County agencies and the general public/private sector) working together to improve mobility, social equity, sustainability, and tribal affairs. 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 and for decision making, partnering, coordination, public participation and financing of plans and programs through work elements and scope of work in concert with the Public Participation Plan. Public participation is encouraged, and meeting notices are posted at the City, County, and MCTC offices. In addition, the notices are published in the Modoc Record and posted on the agency website. 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 MCTC policies (an on-going effort to develop and update policies and procedures), have 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 MCTC is 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 Modoc Transportation Agency (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 people 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, Accountant 1, and 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.

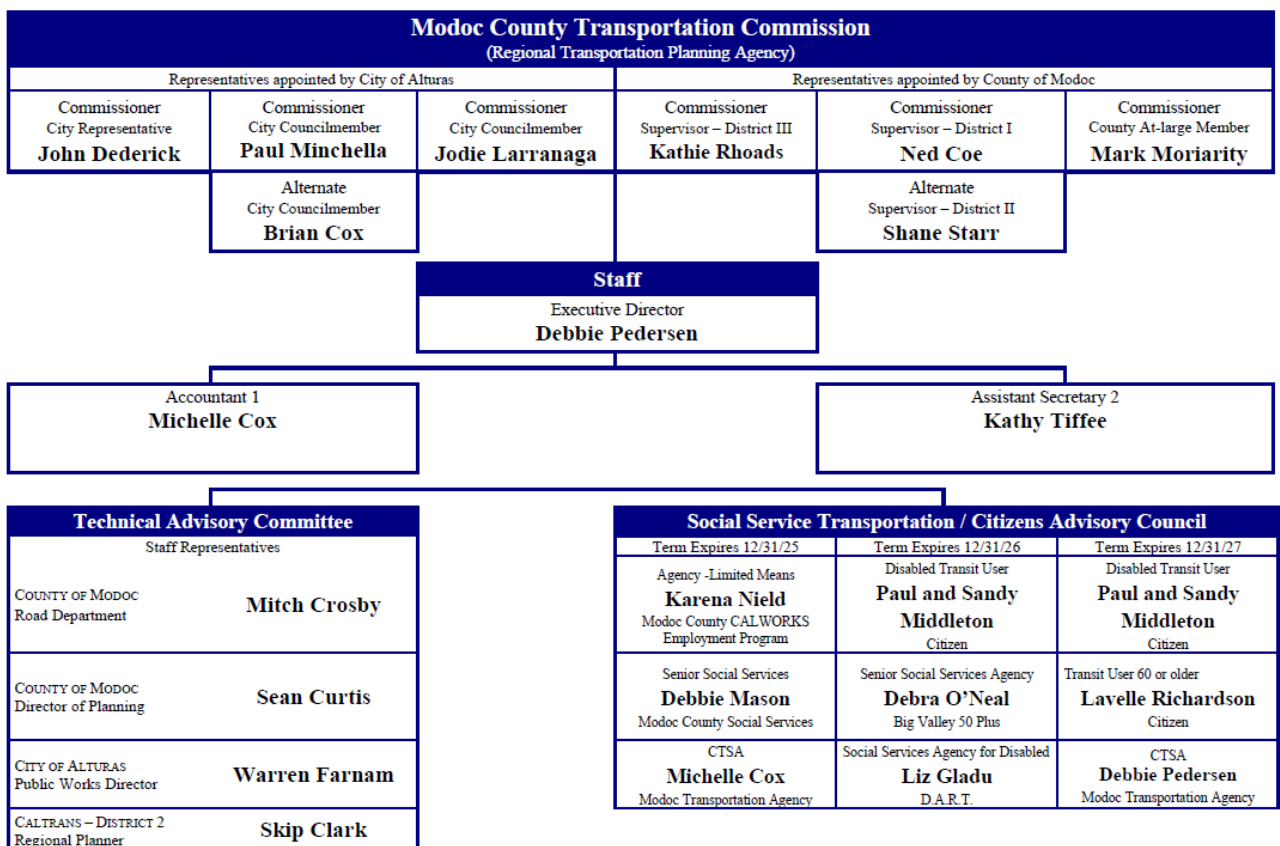
The Modoc Technical Advisory Committee (TAC) consists of representatives from related City and County road and public works departments, county and city planning commissions, and Caltrans District 2 staff. The TAC meets prior to each MCTC meeting to review and comment on the MCTC meeting agenda, report on the status of State Transportation Improvement Projects (STIP) and 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 within their jurisdiction.

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 area 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



\\mcl-alt-pdc-1\data\users\officeshared\m c t c\admin tools\org charts and rosters\mctc - org chart 011525.docx

The Regional Planning Assistance (RPA) 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 assist 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 complete 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 (NSSR), 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 2025/26 OWP for the Modoc region uses funding totaling \$263,500. The anticipated revenue sources are described by fund sources below and amounts are included in Tables 1 and 2. This OWP is financed using a combination of State funding sources identified below, which the MCTC approve or revises by separate 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.).

Table 1 FY 2025/26 Overall Work Program Funding

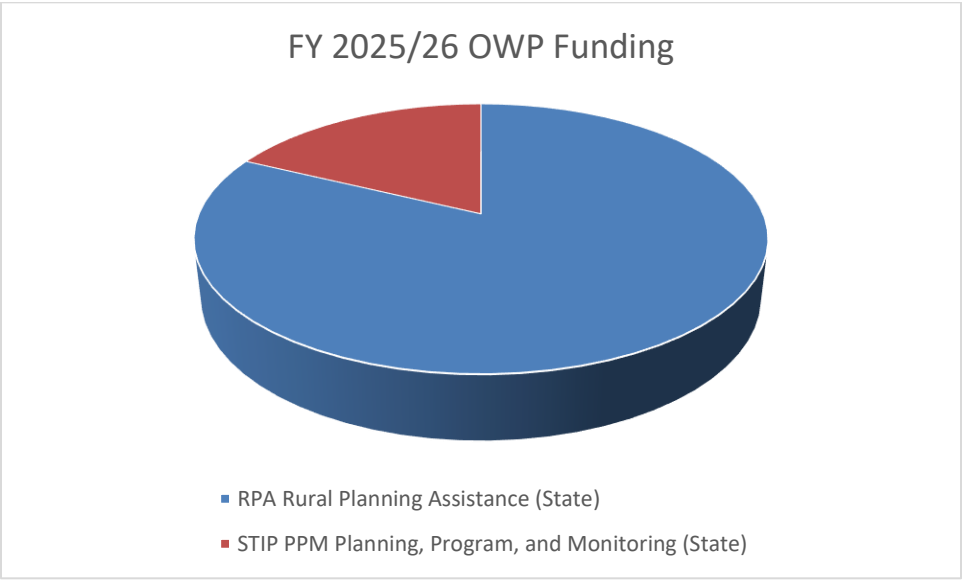


Table 2: OWP Budget by Work Element**2025-26 Budget Revenue Summary**

Work Element	Funding Type				Total
	RPA	PPM	Carryover RMRA	LTF	
7001 OWP Development	\$48,000	\$14,000			\$62,000
7002 Public Participation and Interagency Coordination	\$39,000	\$10,500			\$49,500
7003 Regional Transportation System Management	\$32,000	\$8,000			\$40,000
7003.1 Regional Transportation Plan	\$35,000	\$10,000			\$45,000
7003.2 Regional Transportation Improvement Program	\$28,000	\$1,500			\$29,500
7004 Multimodal and Public Transportation	\$34,500	\$3,000			\$37,500
Total	\$216,500	\$47,000	\$0	\$0	\$263,500

Planning Factors as defined in the current Federal Highway Act (FAST ACT) are included in Appendix C. MCTC is a rural RTPA and receives RPA State funds and no Federal Planning funds.

7001 OWP Development

Purpose

1. Provide for efficient and effective administration and implementation of the OWP.
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 2024/25 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 expenditure 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 2025/26 OWP	Mid-year, as needed
Draft FY 2026/27 Overall Work Program (OWP)	Jan-Feb 2026
Final 2026/27 OWP and Certifications and Assurances	By June 2026
Execution of OWP agreements, and documents	On-going; Annually
Interagency communication: electronic mail, memos, and correspondence.	Weekly or as needed
Maintain orderly files, archives, and reference library	Weekly

Work Element 7001

RPA

MCTC

PPM

Total	\$48,000	\$14,000
-------	----------	----------

7002 – Public Participation and Interagency Coordination

Purpose

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 transit and social service agencies.
 - e. Coordinate and consult with regional bicycle groups and promote walkable communities.
 - f. Review local agency goods movement and freight planning policies.
 - g. Work with partners to enhance the movement of people, goods, services, and information.
 - h. Coordinate local transportation services with regional and interregional providers to improve connections, interregional mobility, and access to basic life activities.
 - i. Consult with and consider interests of the community, Native Americans (individuals), Tribes (sovereign nations), Latino groups, and all under-represented groups.
 - j. Research public participation opportunities in preparation for the Public Participation Plan update in 2028.
 - k. Monitor Federal and State laws to ensure the Title VI plan is in compliance.

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, 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 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 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.
- p. Updated the Public Participation and Title VI Plans.

<https://modoctransportation.com/plansreports/mctc-title-vi-plan-non-transit/>

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.	Semi-annually
Document Tribal Government-to-Government relations.	As they occur
Attended PDT meetings for the Modoc CAPM projects. Provide information and contacts to assist the Project Development Team.	Quarterly/as scheduled

Work Element 7002		
	RPA	
	MCTC	PPM
Total	\$39,000	\$10,500

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 with the City, County, Modoc Economic Development. Reviewed RTP consistency with agency's plans and programs.

Ongoing Tasks

- a. Review RTP consistency with plans and programs.
- b. Consult extensively with stakeholders 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 review 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 and e 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		
RPA		
MCTC PPM		
Total	\$32,000	\$8,000

Work Element 7003.1 - Regional Transportation Plan

Purpose

1. Update elements of the 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

Contact agencies and request information/updates for the RTP update.

Reviewed 2020 Census data and demographics and included in the 2019 RTP update. Reviewed the RTP for grant application consistency. Reviewed and updated financial data, completed projects, and included updates as reported by Federal, State, and Local Agencies.

Reviewed and updated document text and summaries.

MCTC adopted Resolution 24-09 extending the 2019 update to December 2025.

Ongoing Tasks

- a. Review projects for consistency with RTP.
- b. Amend the Regional Transportation Plan as needed.
- c. Develop the 2025 Regional Transportation Plan.

Products	Due Dates
2025 Regional Transportation Plan adoption	December 2025
Regional Transportation Plan project lists	Ongoing
Updated demographics data.	July 2025
Prepare CEQA and circulate draft/adopt final CEQA-Notice Of Determination	Aug-Sept 2025
Updated maintained mileage inventory and pavement condition surveys	Ongoing/2025 RTP

Work Element 7003.1				
RPA				
	MCTC	PPM	RMRA	LTF
Total	\$35,000	\$10,000		

Table 3 2019 RTP Update Timeline and Deliverables

2019 Regional Transportation Plan Update Tentative Project Timeline/Deliverables						
Fiscal Year 25/26						
	Jul	Aug	Sept	Oct	Nov	Dec
Outreach - Prepare Draft						
Solicit Agency input						
Update Data						
Gov't to Gov't Meetings						
Draft RTP						
Prepare draft and checklist						
Circulate draft to Agencies						
Update based on comments						
Prepare CEQA/circulate						
Public Comment Period						
Conduct Public Hearing						
Update based on comments						

Work Element 7003.2 - Regional Transportation Improvement Program

Purpose

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 the 2024 RTIP.

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, Rural Counties Task Force, North State Super Region, and RTPA group meetings / workshops regarding RTIP / STIP preparation, adoption, guidelines development, project criteria, etc.
- h. Coordinate with CTC and Caltrans 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 of the draft and final Fund Estimate	Ongoing as needed
Set targets for agencies; review programming documents for consistency with STIP Guidelines	Ongoing as needed
Manage adopted STIP - Timely use of funds, allocations, etc.	Ongoing

Work Element 7003.2				
RPA				
	MCTC	PPM	RMRA	LTF
Total	\$28,000	\$1,500		

Work Element 7004 – Multimodal and Public Transportation

Purpose

1. To review and comment on various projects for transportation impacts and any additional need.
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 SR2S, and State Planning grant applications, SRTA and TCTC’s FTA applications, TEACH grants, and Big Valley 50+ FTA grant. Investigated the viability of a Bicycle Transportation Plan; Modoc is a small rural area. The climate is not conducive for bicycle commuters for 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 December 2023. Completed the 2024 Modoc Short Range Transit 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 Active 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

Work Element 7004				
RPA				
	MCTC	PPM	RMRA	LTF
Total	\$34,500	\$3,000		

Appendix A

Certifications and Assurances

Certifications and Assurances

Fiscal Year 2024

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.

Text in italic 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).

- (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.

- (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

- 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.

1.3. Procurement.

The Uniform Administrative Requirements, 2 CFR § 200.325, 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 §§ 200.317–200.327 “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;

- (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
- (b) 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 (as that term is defined at 49 CFR § 673.5) pursuant to 49 CFR § 673.11(d).

This certification is required by 49 U.S.C. § 5307(c)(1)(L), 49 U.S.C. § 5329(d)(1), and 49 CFR § 673.13. This certification is a condition of receipt of Urbanized Area Formula Grants Program (49 U.S.C. § 5307) funding.

This certification does not apply to any applicant that only receives financial assistance from FTA 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, unless it operates a rail fixed guideway public transportation system.

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; including, specifically, that the board of directors (or equivalent entity) of the applicant has approved, or, in the case of an applicant that will apply for assistance under 49 U.S.C. § 5307 that is serving an urbanized area with a population of 200,000 or more, the safety committee of the entity established under 49 U.S.C. § 5329(d)(5), followed by the board of directors (or equivalent entity) of the applicant has approved, the Public Transportation Agency Safety Plan or any updates thereto; and, for each recipient serving an urbanized area with a population of fewer than 200,000, that the Public Transportation Agency Safety Plan has been developed in cooperation with frontline employee representatives.

If the applicant is a State that drafts and certifies a Public Transportation Agency Safety Plan on behalf of a public transportation operator, the applicant certifies that:

- (a) It has drafted and certified a Public Transportation Agency Safety Plan meeting the requirements of 49 U.S.C. § 5329(d)(1) and 49 CFR Part 673 for each Small Public Transportation Provider (as that term is defined at 49 CFR § 673.5) in 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 that opts to use a State-drafted Public Transportation Agency Safety Plan has a plan that has been approved by the provider's Accountable Executive (as that term is defined at 49 CFR § 673.5), Board of Directors or Equivalent Authority (as that term is defined at 49 CFR § 673.5), and, if the Small Public Transportation Provider serves an urbanized area with a population of 200,000 or more, the safety committee of the Small Public Transportation Provider established under 49 U.S.C. § 5329(d)(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, 2023, Pub. L. 117-328, div. E, tit. 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.

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.

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:
 - (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 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);
- (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
- (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 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:

- (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).

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;
- (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). 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).

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),
 - (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.

**FEDERAL FISCAL YEAR 2024 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	_____

- | | | |
|----|---|--|
| 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.

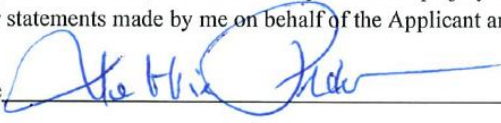
The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 *et seq.*, and implementing 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 2024

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: April 17, 2025

Name Debbie Pedersen, Executive Director

Authorized Representative of Applicant

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant):

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: 4/18/2025

Name DeeAnn 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 2025/2026 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 2025/2026**

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 April 17, 2025
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 Co Transportation Commission (Name of Applicant)
Signature  Date 4/18/2025
Printed Name of Applicant's Attorney DeeAnn Gillick

Appendix C

2025 Planning Factors and Planning Emphasis Areas

Table 4 Work Element Planning Factors

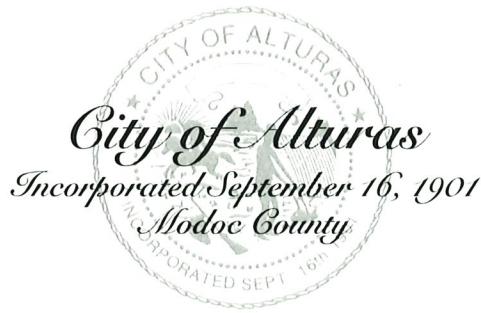
	OWP Development	Public Participation	RTSM	RTP	RTIP	Multimodal
Planning Factor	7001	7002	7003	7003.1	7003.2	7004
Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency	√	√	√	√	√	√
Increase the safety of the transportation system for motorized and non-motorized users		√	√	√	√	√
Increase accessibility and mobility of people and freight	√	√	√	√	√	√
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	√	√	√	√	√	√
Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight	√	√	√	√	√	√
Promote efficient system management and operation	√	√	√	√	√	
Emphasize the preservation of the existing transportation system	√	√	√	√	√	√
Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation	√	√	√	√		
Enhance travel and tourism	√	√				√

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.

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

200 W. North St.
Alturas, CA 96101-3938



(530) 233-2512
Fax (530) 233-3559

May 12, 2025

Modoc County Transportation Commission
108 S. Main Street
Alturas, CA 96101

Re: Local Transportation Fund Request

To whom it may concern,

The City of Alturas would like to request to use \$200,000.00 of the Local Transportation Fund. The funds will be used to replace aging road equipment.

The City would like to request that Modoc County Transportation Commission approve the request for use of funds. At your earliest convenience, please place the Streets and Roads Claim on the Modoc County Transportation Commission agenda.

Should you have any questions regarding this request or need further information, please feel free to contact me directly at (530)233-2512 or via email at dlong@cityofalturas.us or Director of Public Works, Warren Farnam at (530)233-2512 or via email at wfarnam@cityofalturas.us.

Respectfully,

Dorothy M. Long
City Treasurer / Finance Director
City of Alturas

CC: DPW Warren Farnam

LTF & STA Fund Annual Project & Expenditure Plan

LOCAL TRANSPORTATION FUND (LTF) AND STATE TRANSIT ASSISTANCE (STA) FUND

Claimant: City of Alturas

Fiscal Year 2024-2025

PROJECT TITLE	SOURCE OF FUNDING						TOTAL
	TDA - LTF		TDA - STA		Local Fund Balance	Other	
	LTF \$ amount	PUC Article & Section	STA \$ amount	CCR Section			
Road Repair Equipment	\$200,000.00	Article 8, Section 99400(a)					200,000.00
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
TOTAL	200,000.00		-		-	-	200,000.00