



MODOC COUNTY
TRANSPORTATION COMMISSION

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

MINUTES
Regular Meeting
June 4, 2019

Commissioners Present

John Dederick, Chair	Representative, City of Alturas
Kathie Rhoads, Vice Chair	Board of Supervisors, District III, Modoc County
Bobby Ray	Mayor, City of Alturas
Jim Wills	Modoc County Member At Large
Elizabeth Cavasso	Board of Supervisor, District IV, Modoc County
Danny Parker	City of Alturas Member at Large

Commissioners Absent

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

Staff Present

Debbie Pedersen	Executive Director
Niki Lemke	Chief Fiscal Officer
Cindy Imbach	Senior Transportation Planner
Michelle Cox	Assistant Secretary

Public Present

Sean Sheperd	Caltrans District 2, Project Manager
Aaron Casas	Caltrans District 2, Regional Planning Liaison
Annamarie Jones	Citizen

1. **Call to Order** – Chair Dederick called the meeting to order at 1:31 p.m. in the Sage Stage Conference Room, 108 S. Main Street, Alturas, CA. Dederick led those present in the Pledge of Allegiance.
2. **Public Forum** – There were no public comments.
3. **Confirm Agenda**
Motion by Commissioner Rhoads to confirm agenda, seconded by Commissioner Parker. All Ayes; motion carried.
4. **Consent Agenda**
 - a. Approve minutes from April 2, 2019, MCTC Regular meeting.
 - b. Financial transactions 03/01/19 through 04/30/19.

Vendor	Trans #	Amount	Explanation
Debbie Pedersen	1578	\$1,007.92	Motel/mileage; CTC and NSSR

- c. Year-to-Date revenue and expenditure report (through 04/30/19)

Motion by Commissioner Wills to approve Consent Agenda items a-c above, seconded by Commissioner Cavasso. All Ayes; motion carried.

5. Regular Business

1. Consider amendment to Resolution 18-01 Fiscal Year 2018/19 Budget (final)

Niki Lemke, Chief Fiscal Officer, referred to adopted and proposed FY 2018/19 budget and final FY 2017/18 budget for comparison. She explained the main changes on the proposed final budget are revenue increases for State Transportation Improvement Program (STIP) Planning Programming & Monitoring (PP&M) to \$59K and the addition of Regional Surface Transportation Program (RSTP) of \$26,690 for planning salaries. This reduced the Local Transportation Funds (LTF) needed and increases the amount the City of Alturas and County of Modoc can claim for streets and roads. Also, expenses increased for IT Equipment due to the need to replace computers with newly supported Windows and Office software, and salaries for an additional employee.

Motion by Commissioner Ray to adopt Resolution 18-01b Fiscal Year 2018/19 Budget (final), seconded by Commissioner Parker. All Ayes; motion carried.

2. Consider approval of the Fixed Asset Inventory and Reconciliation

Lemke, referred to the Office Equipment List and Asset Inventory List and explained that items in red will be removed for scrap or donated to another agency. She also noted that due to policy changes any items that are below \$5K on the asset list and are fully depreciated will no longer be assets and moved to the Office Equipment List for tracking.

Motion by Commissioner Wills to approve Resolution 19-03 Fixed Asset Inventory and Reconciliation and declare 6 computers and 1 laptop surplus, seconded by Commissioner Parker. All Ayes; motion carried.

3. State Transportation Improvement Program- Draft Fund Estimate.

Executive Director, Debbie Pedersen explained the STIP is anticipated to be very healthy and robust due to the economy and voter approval of Senate Bill 1. Could be as much as \$8 million. The tentative 2020 STIP schedule.

- June 26, 2019 - Draft 2010 Fund Estimate submitted by Caltrans to CTC
- July 22, 2019 - June 26, 2020 STIP Guidelines and Fund Estimate Workshop
- August 14-15 2019 - CTC to adopt the 2020 Fund Estimate and STIP Guidelines
- August 2019 - City and County update existing projects and request funding for new projects
- September 23, 2019 - MCTC staff to prepare Modoc RTIP
- October 8, 2019 - MCTC adopt the 2020 RTIP
- December 13, 2019 - 2020 Regional Transportation Improvement Program (RTIP) due
- February 6, 2020 - North STIP Hearing (CTC)
- February 28, 2020 – CTC staff to release recommendations regarding the 2020 STIP
- March 18-19, 2020 - CTC adopts the 2020 STIP

Pedersen stated that the funds will be programable the last three years of the STIP cycle 2021/22, 2022/23 and 2023/24.

6. Agency Updates and Project Reports

a. City of Alturas Public Works Department- City Streets

In the absence of Joe Picotte, Director of Public Work, Director Debbie Pedersen, reported that the Central Business District Pedestrian Improvement STIP project (PPNO 2534) has begun. A change order was added to include 1st street and change the rolling curb and gutter to a regular curb and gutter.

Picotte has several projects to wrap up and close out before his job finishes June 21st including the chip seal project. Pedersen is working on getting a list of projects from Picotte that are planned for 2018. Pedersen will help the City with the projects for the STIP.

b. Modoc County Road Department- County roads

In the absence of Mitch Crosby Modoc County Road Commissioner, Director Debbie Pedersen reported that the bridge projects are all on schedule for the summer construction.

c. Caltrans District 2-, Regional Planning Liaison, Aaron Casas, reported

Secret Valley Rest Area- is currently closed. Caltrans is looking to get a new contractor. The current contractor is ill. The question was asked about permanently closing the rest area. The MCTC Commissioners are not okay with the closure and suggested that Caltrans hire an employee to take over the job. Pedersen will contact Caltrans with the concerns of the Commissioners. Aaron Casas and Sean Shepard of Caltrans will also express the concerns of the MCTC Commissioners.

Aaron Casas will make inquiries to the US 395 Northbound speed, as no changes have been made to the speed limit entering Alturas. The cost for the radar feedback sign is available. The Modoc County Road Department has agreed to take this project on as a STIP Project.

Caltrans District 2- Project Manager, Sean Shepard reported

Butte/Ash Creek Bridge Replacement Project is under way. The Butte Creek Bridge replacement is planned to be completed this season. The Ash Creek Bridge may take longer.

The Caldwell Bridge Project between Alturas and Canby has resumed. The project should be finished by the end of July. Construction will begin in 2021 on a new project on the west side of Adin, only about a mile will be in Modoc County, the rest will be in Lassen County. Improvements will be made to the intersection of Highway 299 and Highway 139.

d. Modoc County Transportation Commission

The City of Alturas “Main Street” Design/Development Committee Executive Director, Debbie Pedersen reported the first meeting was May 14, 2019. The committee is looking to receive feedback from the public, business owners and the High School. She believes the committee will be able to collect a lot of ideas to give Caltrans.

MCTC staff to assist the City with STIP projects (programmed and new project programming) while they are looking for a new Public Works Director.

April 9-12 – North State Super Region Meeting, CTC Workshop, Meeting with First Transit, and State Highway Safety Plan meeting

Executive Director, Debbie Pedersen attended the meetings and workshop. She presented information about Modoc County what our population is, how many city streets and county roads we have and how many city and county employees there are available to work on STIP. She

explained Modoc County in general and what our needs are. Three other Counties were asked to speak, and they spoke about large projects going on in their areas.

Caltrans District 2 Coordination meeting (short staffed, unable to attend)

DEAL East Meeting May 24, 2019

Executive Director, Debbie Pedersen attended the meeting. Secret Valley rest area and Main Street design were talked about. Caltrans updated on eternal staffing changes.

July 10, 2019 at 1:00 p. m. Caltrans will meet with us at our regular TAC Meeting to discuss partnership projects.

7. Staff Update and Calendar

Calendar – consider future dates and events of interest:

MCTC and MTA Meetings – 1:30 p.m.

06/04/19 - Sage Stage Conference Room, 108 S. Main St., Alturas

08/06/19 - Annual BBQ luncheon 12:00 – Meetings follow at Sage Stage Conference Room

Modoc TAC meeting – 1:00 p.m. Sage Stage Conference Room, 108 S Main St., Alturas

07/10/19

09/11/19

Holiday Schedule

07/04/19 - Independence Day- Office Closed - No Bus Service

09/02/19 – Labor Day – Office Closed - No Bus Service

8. Motion to Adjourn –

Motion by Commissioner Cavasso; seconded by Commissioner Rhoads to adjourn the meeting at 2:06 p.m. All Ayes; motion carried. The next regular meeting will be Tuesday, August 6, 2019, at 12:45 p.m. or soon thereafter, in the Sage Stage Conference Room, 108 S. Main Street, Alturas, CA.

Submitted by,

Michelle Cox
Assistant Secretary