



**MODOC COUNTY
TRANSPORTATION COMMISSION**

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

**MINUTES
Regular Meeting
April 21, 2020**

Commissioners Present

John Dederick, Chair
Kathie Rhoads, Vice Chair
Elizabeth Cavasso
Bobby Ray
Danny Parker

Representative, City of Alturas
Board of Supervisor, District III, Modoc County
Board of Supervisor, District IV, Modoc County
Representative, City of Alturas
City of Alturas, Member At Large

Commissioners Absent

Jim Wills
Cheryl Nelson (Alternate)
Ned Coe (Alternate)

Modoc County, Member At Large
Councilmember, City of Alturas
Board of Supervisors, District I, Modoc County

Staff Present

Debbie Pedersen
Niki Lemke
Michelle Cox

Executive Director
Chief Fiscal Officer
Assistant Secretary 2

Public Present

Mitch Crosby
Sean Shepard
Kathy Grah
Lilly Toaetolu

Modoc County Road Commissioner
Caltrans District 2, Project Manager
Caltrans District 2, Planning & Regional Planning Chief
Modoc County Roads Administration & Project Delivery

1. **Call to Order** – Chair Dederick called the teleconference meeting to order at 1:33p.m. in the Sage Stage Conference Room 108 S. Main Street, Alturas, CA.
 - a. Roll call was taken.
 - b. Dederick led those present in the Pledge of Allegiance.
2. **Public Forum** – There were no public comments.
3. **Confirm Agenda**
Motion by Commissioner Parker to confirm agenda, seconded by Commissioner Ray. Roll call was taken, all present, and all Ayes; motion carried.
4. **Consent Agenda**
 - a. Approve minutes from February 12, 2020 MCTC Regular meeting.
 - b. Financial transactions 01/01/20 through 02/29/20.

Vendor	Transaction	Amount	Explanation
NONE			

- c. Year-to-Date revenue and expenditure report (through 02/29/20)

Motion by Commissioner Ray to approve Consent Agenda items a-c above, seconded by Commissioner Rhoads. Roll call was taken, all present, and all Ayes; motion carried.

5. Regular Business

- a. **Resolution 20-02 Unmet Transit Needs Finding and Reasonable to Meet Criteria for the allocation of Local Transportation Funds.**

Chairman Dederick Opened a Public Hearing at 1:36p.m. to consider Unmet Transit Needs. The Social Service Transportation Advisory Council (SSTAC) met February 24, 2020, to discuss unmet transit needs and review the results of the 2019/20 Transit Survey. Unmet Transit Survey held during the months of November and December. Overall passengers are extremely satisfied with the service.

There were no public comments or other written comments.

Chairman Dederick closed the Public Hearing at 1:39p.m.

Motion by Commissioner Rhoads to adopt Resolution 20-02 Unmet Transit Needs and Transit Needs Reasonable to Meet, seconded by Commissioner Cavasso. Roll call was taken, all present, and all Ayes; motion carried.

- b. **Consider adopting Resolution 20-03 Local Transportation Fund and State Transit Assistance Fund allocation instructions.**

Chief Fiscal Officer Niki Lemke explained the breakdown of Local Transportation Funds (LTF), State Transit Assistance Funds (STAF), and State of Good Repair (SGR). LTF are estimated at \$225,000. MCTC Administration will be allocated \$107,000 and MTA Transit Operations will be allocated \$118,000. STAF amount of \$90,382 to MTA Transit Operations as the funding can only be spent by a transit operator and \$14,458 of SGR will be allocated to MTA Transit Capital.

Motion by Commissioner Parker to adopt Resolution 20-03 Local Transportation Fund and State Transit Assistance Fund allocation instructions, seconded by Commissioner Ray. Roll call was taken, all present, and all Ayes; motion carried.

- c. **Consider approving the Local Transportation Fund and State Transit Assistance Fund claims for Fiscal Year 2020/21.**

Niki Lemke explained the TDA Claim Form for the LTF & STA Fund Annual Projection and Expenditure Plan. MCTC will claim \$107,000 from LTF and MTA will claim \$223,382 from LTF & STA.

Motion by Commissioner Ray to approve Local Transportation Fund and State Transit Assistance Fund claims for Fiscal Year 2020/21, seconded by Commissioner Cavasso. Roll call was taken, all present, and all Ayes; motion carried.

- d. **Consider adopting the Final 2020/21 Overall Work Plan.**

Executive Director Pedersen asked the Commissioners for questions regarding the Final 2020/21 OWP. There were no questions.

Motion by Commissioner Rhoads to adopt the Final 2020/21 Overall Work Plan, seconded by Commissioner Parker. Roll call was taken, all present and all Ayes; motion carried.

- e. **Consider adopting Resolution 20-01 FY 2020/21 Budget.**

Chief Fiscal Officer Niki Lemke explained the minor changes in the 2020/21 budget. IT Equipment went down \$10,000 because we bought new computers last year. PARS Admin is now in its own expense category and out of the salaries & labor category.

Motion by Commissioner Rhoads to adopt Resolution 20-01 Fiscal Year 2020/21 Budget, seconded by Commissioner Ray. Roll call was taken, all present and all voted aye; motion carried.

f. Consider adopting Resolution 20-04 Regional Transportation Plan amendment 1.

The Modoc County Road Department (MCRD) is applying for an Active Transportation Program grant to place walkways and amenities to improve safety for Surprise Valley High School students. A requirement of the grant is that the areas be identified in the Regional Transportation Plan.

Motion by Commissioner Cavasso to adopt Resolution 20-04 Regional Transportation Plan amendment 1, seconded by Commissioner Parker. Roll call was taken, all present and all voted aye; motion carried.

6. Agency Updates and Project Reports

a. Alturas Public Works Dept. – City Streets

MCTC Executive Director, Debbie Pedersen reported the Central Business District Improvement STIP project PPNO 2534; is in winter suspension. The project will restart in the spring.

Pedersen stated the East Street project is moving along. We will submit an early allocation for Construction for CTC consideration at their June meeting.

b. Modoc County Road Dept. – County Roads

Lilly Toaetolu - Modoc County Road Department reported the MCRD is preparing a grant to provide walkways for school children. The grant is due by June 15, 2020.

Toaetolu reported the MCRD will be installing paved pull outs and chains required signs on County Road 91 this summer while they are laying down hot mix.

Mitch Crosby – Modoc County Road Department, Road Commissioner reported there is an environmental consultant on board, and they have received federal authorization to begin work on STIP Project County Road 111.

Crosby received an updated schedule from FHWA for The Blue Lake Road (Federal Lands Access Program) project. The environmental studies will begin this spring. Completed design is scheduled for fall 2021. Tentative construction is set to begin 2026.

c. Caltrans District 2

Caltrans District 2, Planning & Regional Planning Chief Kathy Grah reported grants will be available in August 2020 to fund community outreach.

Caltrans District 2, Project Manager Sean Shepard reported that Caltrans will begin reconstructing State Route 299 between Bieber and Adin this summer. The project includes realignment of the intersection of 139 and 299. The project will coordinate with the Adin bridge project.

Shepard reported a new culvert maintenance project to help with drainage that will take place in a couple of years North of Canby on 139.

Sean Shepard commended Executive Director Debbie Pedersen for her involvement in the groundwork for the Cedarville SR 299 SHOPP Project and The City of Alturas “Main Street Design” Project.

d. Modoc County Transportation Commission

Debbie Pedersen - MCTC, Executive Director, reported that the outcome from Caltrans for the Main Street Design ideas will be presented to the board for the June 2, 2020 meeting.

7. Staff Update and Calendar

Calendar – consider future dates and events of interest:

- 04/21/20 MCTC and MTA meeting 1:30 – City of Alturas Council Chambers
- 05/06/20 Modoc TAC meeting – Sage Stage Conference Room
- 05/25/20 Memorial Day – Holiday; Office closed – No bus service
- 06/02/20 MCTC and MTA meeting 1:30 – City of Alturas Council Chambers

8. Motion to Adjourn – motioned by Commissioner Parker seconded by Commissioner Rhoads to adjourn the meeting at 2:08 p.m. Roll call was taken, all present. All Ayes, motion carried. The next regular meeting will be Tuesday, June 2, 2020, at 1:30 p.m. in the Alturas City Council Chambers, 200 W. North Street, Alturas, CA.

Submitted by,



Michelle Cox
Assistant Secretary 2