



**MODOC COUNTY
TRANSPORTATION COMMISSION**

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

**MINUTES
Regular Meeting
April 6, 2021**

Commissioners Present

John Dederick, Chair	Representative, City of Alturas
Kathie Rhoads, Vice Chair	Board of Supervisors, District III, Modoc County
Elizabeth Cavasso	Board of Supervisors, District IV, Modoc County
Bobby Ray	Representative, City of Alturas
Loni Lewis (Alternate)	Councilmember, City of Alturas

Commissioners Absent

Ned Coe (Alternate)	Board of Supervisors, District I, Modoc County
Mark Moriarity	Modoc County, Member at Large
Cheryl Nelson	Councilmember, City of Alturas

Staff Present

Debbie Pedersen	Executive Director
Niki Lemke	Chief Fiscal Officer
Michelle Cox	Assistant Secretary II

Public Present

Mitch Crosby	Modoc County, Road Commissioner
Kim Dodds	City of Alturas, Assistant Director of Public Works
Kelly Zolotoff	Caltrans District 2, SHOP & non-SHOP Coordinator
Javed Iqbal	Caltrans District 2, Project Manager
Tamara Rich	Caltrans District 2, Regional Planning Liaison

1. **Call to Order** - Chair Dederick called the teleconference meeting to order at 1:34 p.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 Cavasso to confirm agenda, seconded by Commissioner Ray. Roll call was taken, all present. All Ayes; motion carried.
4. **Consent Agenda**
 - a. Approve minutes from February 2, 2021, MCTC Regular meeting.

- b. Financial transactions 01/01/21 through 02/28/21.

Vendor	Transaction	Amount	Explanation
None			

- c. Year-to-Date revenue and expenditure report (through 02/28/21.)

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

5. Regular Business

- a. **Consider adopting Resolution 21-01 for the Fiscal Year (FY) 2021/22 Budget.**

Chief Fiscal Officer, Niki Lemke explained some of the changes for the FY 2021/22 Budget. A major change this year is the purchase of a new bus (T-22) from the Capital Reserve Fund. Minor changes include a decline in expenses for Salaries/Labor, an increase in Building & Liability Insurance, and a decline in Sales Tax Revenues due to COVID-19.

Motion by Commissioner Ray to adopt Resolution 21-01 Fiscal Year (FY) 2021/22 Budget, seconded by Commissioner Cavasso. Roll call was taken, all present. All Ayes; motion carried.

- b. **Consider adopting Resolution 21-02 defining the FY 2021/22 Unmet Transit Needs and Needs Reasonable to Meet.**

Chairman Dederick Opened the Public Hearing at 1:43 p.m. to consider Unmet Transit Needs. The Social Service Transportation Advisory Council (SSTAC) met March 2, 2021, to discuss unmet transit needs. A survey was not undertaken this year due to COVI-19. The SSTAC requested that Sage Stage resume the intercity services. There were requests made for one Saturday service to Klamath Falls, OR, service to Lakeview, OR, and to Cal Pines Upper Hill Units. They would also like to see extended Dial-A-Ride hours during the week for passengers who need rides to and from work. The SSTAC is very pleased with the Sage Stage grocery and prescription delivery service.

There were no public comments or written comments.
Chairman Dederick closed the Public Hearing at 1:47 p.m.

Motion by Commissioner Ray to adopt Resolution 21-02 Unmet Transit needs and Needs Reasonable to Meet, seconded by Commissioner Rhoads. Roll call was taken, all present. All Ayes; motion carried.

- c. **Consider adopting Resolution 21-03 Local Transportation Fund Allocation Instructions.**

Niki Lemke explained each year the Modoc County Auditor provides an estimate of funds available for apportionment and allocation during the ensuing fiscal year. The estimates for FY2021/22 are \$250,000 for Local transportation Funds (LTF), \$71,262 for State Transit Assistance Fund (STAF), and \$15,242 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 \$89,400 and MTA Transit Operations will be allocated \$160,600. STAF amount of \$71,262 will be allocated to MTA Operations

as the funding can only be spent by a transit operator and \$15,242 of SGR will be allocated to MTA Transit Capital.

Motion made by Commissioner Ray to adopt Resolution 21-03 Local Transportation Fund Allocation Instructions, seconded by Commissioner Rhoads. Roll call was taken, all present. All Ayes; motion carried.

d. Consider adopting Resolution 21-05 FY 2021/22 Planning, Programming, and Monitoring funds.

Lemke reported that each year the State Transportation Improvement Program (STIP) allows up to five percent of the regional STIP to be used for Planning, Programming, and Monitoring (PP&M). The California Transportation Commission (CTC) programmed \$40,000 for FY 2021/22 to the Modoc County Transportation Commission.

Motion made by Commissioner Cavasso to adopt Resolution 21-05 Planning, Programming, and Monitoring funds, seconded by Commissioner Ray. Roll call was taken, all present. All Ayes; motion carried.

e. Consider approving MCTC and MTA Claims for FY 2021/22.

Niki Lemke reported MCTC is claiming \$89,400 from LTF for Planning & Administration. MTA is claiming \$160,600 from LTF and \$86,504 from STA & SGR for Transit Operations and the purchase of T-22. Transportation Development Act LTF & STA Fund Annual Project & Expenditure Plan Claim Forms must be filed to transfer the funds.

Motion by Commissioner Ray to approve the MCTC and MTA Claims for FY 2021/22, seconded by Commissioner Rhoads. Roll call was taken, all present. All Ayes; motion carried.

f. Consider approving the Final 2021/22 Overall Work Plan.

Caltrans provided comments in a letter dated February 9, 2021. Executive Director, Pedersen has changed some formatting, replaced the MCTC organization chart, and incorporated other changes to Caltrans' satisfaction. Tamara Rich, Caltrans District 2, Regional Planning Liaison has reviewed the document and is very pleased.

Motion by Commissioner Ray to approve the Final 2021/22 Overall Work Plan, seconded by Commissioner Cavasso. Roll call was taken, all present. All Ayes; motion carried.

g. Consider adopting Resolution 21-06 Amending the 2019 Regional Transportation Plan to include left turn lane projects on State highways in Modoc County.

Tabled until a future date. No action taken.

h. Consider partnership funding for Sage Hen closed circuit Television (CCTV) and Adin Pass CCTV.

No action taken.

6. Agency Updates and Project Reports

a. Alturas Public Works Dept. – City Streets

Kim Dodds, City of Alturas Assistant Public Works Director reported the contractors for the Central Business District Pedestrian Improvement STIP project (PPNO 2534) have received an encroachment permit from Caltrans. Now they can proceed with the drainage problems due to snow and ice on the South East corner of Modoc and Main Streets.

b. Modoc County Road Dept. – County Roads

Mitch Crosby, Modoc County Road Commissioner reported that Modoc County will not be funded this round for the Active Transportation Program. Out of 454 applications statewide only 50 were awarded the grant. The MCRD received some encouraging words from CTC staff and will for applying for the grant again next year.

Crosby reported NEPA is complete for the County Road 111 project and Caltrans will have the authorization to begin the design work in approximately two months.

MCRD is still waiting for the posts they need to install the permanent signage in the chain installation area on County Road 91. They have come up with a temporary solution for now but will have the permanent signage up before next winter.

The Blue Lake Road, Federal Lands Access Program (FLAP) Project is moving along. Crosby would like to see the construction start sooner.

c. Caltrans District 2

Javed Iqbal, Caltrans District 2, Project Manager reported the Butte and Ash Creek Bridge Projects in Adin were completed last year.

The project to rehabilitate and widen SR 299 West between Adin and Bieber has begun. Only one mile of the project is in Modoc County the rest of the project is in Lassen County.

Upcoming Caltrans Projects in Modoc County include the Cedarville Sand House Stormwater Project, Modoc -139 Drainage Rehab Project, South Alturas Capitol and Preventative Maintenance (CAPM) Project, Cedarville ADA & CAPM Project, and Canby Sand House Stormwater Project. Caltrans will provide a project construction map to MCTC for the June 1, 2021 meeting.

d. Modoc County Transportation Commission

Debbie Pedersen reported that the East Street Project was awarded to Eagle Peak. Construction should take about 45 working days and begin when the weather warms up.

Pedersen announced a request for proposal will go out April 8, 2021 for the Triennial Performance Audit – Modoc Region Three Years ending June 30, 2021.

7. Staff Update and Calendar

Executive Director Pedersen reported MCTC will be receiving funds through the COVID Response and Relief Supplemental Appropriations Act (CRRSA). The funds will total \$477,896.00 and will be combined with STIP funds.

The STIP draft fund estimate will be available in June 2021.

Calendar – consider future dates and events of interest:

- 05/05/21 Modoc TAC Meeting 1:00 p.m. Sage Stage Conference Room
- 05/31/21 Memorial Day Holiday; Office closed, no bus service
- 06/01/21 MCTC and MTA Meetings 1:30 p.m. Sage Stage Conference Room

8. **Motion to Adjourn** –motioned by Commissioner Ray; seconded by Commissioner Lewis to adjourn the meeting at 2:29 p.m. Roll call was taken, all present. All Ayes; motion carried. The next regular meeting will be Tuesday, June 1, 2021, at 1:30 p.m., or soon thereafter, in the Sage Stage Conference Room, 108 S. Main Street, Alturas, CA.

Submitted by,



Michelle Cox
Assistant Secretary II