



**MODOC COUNTY
TRANSPORTATION COMMISSION**

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

**MINUTES
Regular Meeting
June 1, 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
Mark Moriarity	Modoc County, Member at Large
Cheryl Nelson	Councilmember, City of Alturas

Commissioners Absent

Ned Coe (Alternate)	Board of Supervisors, District I, Modoc County
Loni Lewis (Alternate)	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
Lilly Toaetolu	Modoc County Roads Administration & Project Delivery
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
Kristen Kingsley, P.E.	Caltrans District 2, Deputy District Asset, Program, and Project Management

1. **Call to Order** - Chair Dederick called the teleconference meeting to order at 1:30 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.
 - c. Executive Director, Debbie Pedersen introduced Tamara Rich and Javed Iqbal both visiting from Caltrans District 2.
2. **Public Forum** – There were no public comments.
3. **Confirm Agenda**
Motion by Commissioner Cavasso to confirm agenda with correction to Agenda Item 5.
Regular Business 1. Consider adopting Resolution 20-01 rev. Final FY 20/21 Budget, corrected to consider adopting Resolution 20-01b rev. Final FY 20/21 Budget, seconded by Commissioner Ray. Roll call was taken, all present. All Ayes; motion carried.

4. Consent Agenda

- a. Approve minutes from April 6, 2021, MCTC Regular meeting.
- b. Financial transactions - 03/01/21 through 04/30/21.

Vendor	Transaction	Amount	Explanation
GHD, Inc.	1827	\$1008.00	Pavement Management System

- c. Year-to-Date revenue and expenditure report (through 04/30/21.)

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

5. Regular Business

- a. **Consider adopting Resolution 20-01b rev. Final for the Fiscal Year (FY) 2020/21 Budget.**

Chief Fiscal Officer, Niki Lemke explained there are no major changes and the difference in the original FY 20/21 Budget and the final FY 20/21 Budget is \$960.00.

Motion by Commissioner Cavasso to adopt Resolution 20-01b rev. Final Fiscal Year (FY) 2020/21 Budget, seconded by Commissioner Moriarity. Roll call was taken, all present. All Ayes; motion carried.

- b. **Consider contract award for Transportation Development Act- Triennial Performance Audit for three years ending June 30, 2021.**

Only one proposal was received for the Triennial Performance Audit ending June 30, 2021. Moore & Associates out of Valencia, CA came in with a proposal of \$7,856.88. The three-year audit is for both MCTC & MTA and will be conducted virtually via internet & document exchange via a cloud type basecamp.

Motion by Commissioner Ray to award contract for Transportation Development Act-Triennial Performance Audit for three years ending June 30, 2021, seconded by Commissioner Moriarity. Roll call was taken, all present. All Ayes; motion carried.

- c. **Fixed Asset Inventory and year end Disposition of Assets.**

Niki Lemke provided an inventory list of fixed assets and office equipment. New depreciation and the disposal of a platform keyboard are the only changes this year.

- d. **Consider adopting Resolution 21-07 Delegating the State of Good Repair to Modoc Transportation agency.**

Executive Director Pedersen reported that Senate Bill (SB) 1, passed in 2017, designates the MCTC to receive funding for transit projects. MCTC is required to administer (SGR) funds to a transportation agency as they are eligible to spend the funds. MCTC delegates these funds to MTA for FY 21/22, FY 22/23, and FY 23/24 to acquire capital improvements (buses).

Motion made by Commissioner Ray to adopt Resolution 21-07 Delegating the State of Good Repair to Modoc Transportation Agency, seconded by Commissioner Rhoads. Roll call was taken, all present. All Ayes; motion carried.

e. Report/information regarding Cares Response and Relief Supplemental Apportionment Act and Cares STIP Relief funding.

Executive Director, Debbie Pedersen reported the California Transportation Commission (CTC) adopted guidelines for CRRSAA and STIP Relief May 12, 2021. The funds are managed by the CTC and are required to be obligated by the June 2024 CTC meeting or they will be lost.

\$431K Federal STIP Relief Program funds have been programmed. The Modoc County Road Department (MCRD) requested \$35K for CR 55 (PPNO 2438). The City Department of Public Works (CDPW) has \$205K for West 8th Street (PPNO 2584) and \$169K for Court Street (PPNO 2591). MCTC has \$22K of Planning, Programming, and Monitoring (PPM) funds.

\$200K of CRRSAA funds will be split between City and County. The MCRD and the CDPW will each prepare a project list and submit it to the CTC for programming and allocation.

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 will work on replacing the storm drain inlet on the Southeast corner of Modoc and Main Street in a couple of weeks.

Dodds and Pedersen reported the construction staking for the East Street project has been assigned to GHD and should be done this week. Sidewalk, storm drains, and asphalt rehab will begin once the staking is complete.

b. Modoc County Road Dept. – County Roads

Mitch Crosby, Modoc County Road Commissioner reported that last month the FHWA came to visit the Blue Lake Road, Federal Lands Access Program (FLAP) Project. 70% of the plans are complete. Estimated project construction is in 2025.

Lilly Toaetolu, Modoc County Road Department reported the County Road 111 NEPA is complete, and the PS&E should be completed once the audit is done.

Toaetolu announced the MCRD has launched the Adopt a County Road Program. They have advertised on social media and in the Modoc County Record. Several applications have been sent out and are looking forward to the community involvement with keeping the roads litter free.

c. Caltrans District 2

Kelly Zolotoff, Caltrans District 2, SHOP & non-SHOP Coordinator introduced Kristen Kingsley, P.E., Caltrans District 2, Deputy District Director Asset, Program, and Project Management.

Kingsley reported Caltrans will be developing a 10-year plan project list. The list will contain 5 years of projects that are already programmed and 5 years of projects that are being considered in the future. The outlook of future projects will create greater opportunities for partnerships with Caltrans on projects. Partnering with Caltrans on projects will provide cost savings. The 10-year plan project list will benefit Regional Transportation Planning with the outlook of future projects.

Javed Iqbal, Caltrans District 2, Project Manager reported information about the Caltrans District 2 Construction projects in Modoc County. A list of projects with the project location, project managers contact information, work description, projected cost, and estimated project start and finish dates was provided. A map to show the project phase and physical location was also provided.

d. Modoc County Transportation Commission

Executive Director Pedersen reported the Goose Lake Rail SLRIP project will be allocated in August 2021 and construction will begin in Spring 2022.

7. Staff Update and Calendar

Debbie Pedersen announced the Caltrans Partnership Meeting is July 19, 2021, at 11:00 a.m.

Calendar – consider future dates and events of interest:

- 07/05/21 Independence Day Holiday; Office closed, no bus service.
- 07/07/21 Modoc TAC Meeting 1:00 p.m. Sage Stage Conference Room
- 08/03/21 MCTC and MTA Meetings-Annual Barbeque 12:00 p.m. Sage Stage Conference Room
- 09/06/21 Labor Day Holiday; Office closed, no bus service.
- 09/08/21 Modoc TAC Meeting 1:00 p.m. Sage Stage Conference Room
- 10/05/21 MCTC and MTA Meetings 1:30 p.m. Sage Stage Conference Room

8. Motion to Adjourn –motioned by Commissioner Ray; seconded by Commissioner Moriarity to adjourn the meeting at 2:47 p.m. Roll call was taken, all present. All Ayes; motion carried. The next regular meeting will be Tuesday, August 3, 2021, at 12:30 p.m., or soon thereafter, in the Sage Stage Conference Room, 108 S. Main Street, Alturas, CA.

Submitted by,

Michelle Cox
Assistant Secretary II