



**MODOC TRANSPORTATION AGENCY**  
 108 South Main, Alturas, CA 96101  
 Phone (530) 233-6410 • Fax 233-3744

**MINUTES**  
**Regular Meeting**  
**August 1, 2017**

**Board Members Present**

John Dederick, Chairman	Mayor, City of Alturas
Bobby Ray	Councilmember, City of Alturas
Kathie Rhoads	Board of Supervisors District III, County of Modoc
Danny Parker	City At-Large Member
Jim Wills	County At-Large Member

**Board Members Absent**

David Allan, Vice Chair	Board of Supervisors District I, County of Modoc
Elizabeth Cavasso (Alternate)	Board of Supervisors District IV, County of Modoc
Cheryl Nelson (Alternate)	Councilmember, City of Alturas

**Staff Present**

Debbie Pedersen	Executive Director
Cindy Imbach	Senior Transportation Planner
Jacque Dockery	Office Assistant

1. **Call to Order** – Chairman Dederick called the meeting to order at 1:46 p.m. in the Sage Stage Conference Room, 108 S. Main St., Alturas, CA
2. **Public Forum** –There were no public comments.
3. **Confirm Agenda** –Motion by Board Member Rhoads to confirm agenda, seconded by Board Member Wills. All ayes; motion carried.
4. **Consent Agenda**
  - a. Approve minutes from 06/07/17 MTA Regular Meeting
  - b. Financial Transactions 05/01/17 through 06/30/17  
 Summary of incidental expenditures
    - Perry’s Automotive  
 Chair Dederick questioned if more than an oil change was completed; Cindy Imbach, Senior Transportation Planner, responded that Schedule A included full check and adjustments as needed to meet CHP requirements for terminal inspections. Executive Director Pedersen reported that recent issues with several of the newer buses were due to the Diesel Exhaust Fluid (DEF) sending system, which is now required for diesel vehicles. One vehicle was towed to Redding in order to be repaired.
  - c. YTD expenditures through 06/30/17  
 Motion by Board Member Wills to approve consent agenda items a-c above, seconded by Board Member Parker All ayes; motion carried.

**5. Regular Business**

- a. Consider approval of Amended Resolution 16-01b 16/17 Final Budget

Board Member Ray questioned the net income showing a loss of \$57K. Director Pedersen will get clarification from Chief Fiscal Officer, Niki Witherspoon, and offer the final budget by the December Board meeting.

Motion by Board Member Wills to adopt amended Resolution 16-01b FY 16/17 Final Budget; seconded by Board Member Parker. All ayes, motion carried.

- b. Update re: FY 16/17 Fiscal Audits Schedule

Director Pedersen stated that the FY 16/17 Fiscal Audits will begin Wednesday and Thursday, August 2<sup>nd</sup> and 3<sup>rd</sup>; the second visit by the auditors is scheduled August 16<sup>th</sup> and 17<sup>th</sup>. A final FY 16/17 audits on December agenda for acceptance.

**6. System Update, Communications, and Calendar**

- a. Staff updates –

Senior Transportation Planner Cindy Imbach presented an overview on the following charts. Imbach mentioned that Sage Stage has reduced the Redding route to one day per week which will be affecting the operations and revenue reports. She noted, however, that we offered free rides in June for the Children’s Fair and the June Jamboree which also affected these numbers. Director Pedersen mentioned that revenue and ridership have been reduced since we no longer have a contract with Plumas Bank. It was also reported that the acquisition of a credit card machine seems to have increased our revenues and ridership.

Imbach mentioned that Sage Stage will be supporting the Last Frontier Health District Health Fair on Wednesday, August 9, offering free rides all day long for anybody traveling anywhere, which will incorporate customer appreciation into the service. The recent acquisition of the LCTOP grant allows us to use our Dial-a-Ride 2 service (Dial-a-Ride backup) five days a week with a full time driver. Sage Stage is also using the increased driver coverage to accommodate the Farmer’s Market throughout the summer on the second and fourth Wednesdays of each month until 6 p.m.

- 1. Sage Stage Operations Report – Performance statistics (below) are accurate although unaudited.

Month	Passenger Trips			Miles			Fares		
	2017	2016	Change	2017	2016	Change	2017	2016	Change
May	1,000	1,508	↓33.7%	12,209	13,234	↓7.7%	\$4,975	\$7,197	↓30.9%
June	1,173	1,594	↓26.4%	10,933	14,104	↓22.5%	\$7,842	\$7,638	↓2.7%
July	1,052	1,223	↓14.0%	10,412	12,723	↓18.2%	\$5,093	\$6,497	↓21.6%

2. Revenue Service Miles compared to Fuel Costs.

Month	Miles			Fuel Cost			Fuel Cost per Mile		
	2017	2016	2015	2017	2016	2015	2017	2016	2015
May	12,209	13,234	11,499	\$2,557	\$2,639	\$3,094	.20¢	.19¢	.26¢
June	10,933	14,104	11,606	\$2,357	\$3,261	\$3,316	.21¢	.23¢	.28¢
July	10,412	12,723	12,744		\$2,768	\$3,293		.21¢	.25¢

3. Ridership - US 395 intercity route by county of origin or destination (O/D) – Operates between Alturas, Susanville, and Reno on reservation basis three (3) times per week on Mondays, Wednesdays, and Fridays.

Month	Modoc O/D		Lassen O/D		Total Ridership	
	2017	2016	2017	2016	2017	2016
May	54	63	55	97	109	160
June	66	82	134	134	200	216
July	60	58	65	110	125	168

b. Other Information – Special Events

- Sports Expo/Children’s Fair (June 17-18) – Sage Stage provided 16 rides
- June Jamboree (June 24) – Sage Stage provided 21 rides (up 9 from last year)
- Last Frontier Health District Health Fair – August 9, 2017 – Sage Stage will host a free ride day.

Calendar – consider future dates and events of interest:

- 08/01/17 MCTC and MTA Annual BBQ noon; 108 S. Main St. Sage Stage Conference Room, Alturas, CA
- 08/01/17 MCTC and MTA Meetings 1:00 p.m., 108 S. Main St., Sage Stage Conference Room, Alturas, CA
- 09/04/17 MCTC and Sage Stage Holiday – Labor Day – Office Closed; no bus service
- 10/01/17 MCTC and MTA Meetings – 1:30 p.m. 200 W. North Street, Alturas City Council Chambers, Alturas, CA
- 10/09/17 Holiday – Office Closed; Sage Stage Bus operates

- 7. Adjournment** – Motion to adjourn by Board Member Ray at 2:04 p.m.; seconded by Board Member Parker. All ayes, motion carried. The next regular meeting will be October 3, 2017 (Tuesday), in the Alturas City Council Chambers, 200 W. North Street, Alturas, CA at about 2:00 p.m., following the MCTC meeting.

Submitted by,

Jacque Dockery  
Office Assistant