



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

MINUTES
Regular Meeting
June 5, 2018

Board Members Present

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

Board Members Absent

Jim Wills	County At-Large Member
Patricia Cullins (Alternate)	Board of Supervisors, District 11, Modoc County
Cheryl Nelson (Alternate)	Councilmember, City of Alturas

Staff Present

Debbie Pedersen	Executive Director
Niki Lemke	Chief Fiscal Officer
Cindy Imbach	Senior Transportation Planner
Jacque Dockery	Office Assistant

1. **Call to Order** – Chairman Dederick called the meeting to order at 1:57 p.m. in the Sage Stage Office, 108 S. Main Street, Alturas, CA
2. **Public Forum** –There were no public comments.
3. **Confirm Agenda** –Motion by Board Member Parker to confirm agenda, seconded by Board Member Cavasso. All ayes; motion carried.
4. **Consent Agenda**
 - a. Approve minutes from 04/13/18 MTA Regular Meeting
 Executive Director Pedersen stated that the minutes would have a change on Item 6f, June, 2018.
 - b. Financial Transactions 03/01/18 through 04/30/18.

Summary of Incidental Expenditures:

Vendor	Trans #	Amount	Explanation
Perry’s Automotive	2526	\$2,840.77	T-20 Sch A & Troubleshoot Dead Engine T-17 Sch A & New Brakes
Apex Technology	2529	\$ 925.72	Replace Battery Backup
Completely Custom	2530	\$5,540.71	T20 Accident – Reimbursed by MV Transp
Elite Towing	2548	\$2,520.00	T20 Towing 3/18/18 & 4/8/18
Perry’s Automotive	2547	\$1,160.58	T18 Sch A & Replace Reductant Heater
Apex Technology	2555	\$4,197.39	Backup Server Install & Upgrade
Sloan Sakai Yeung & Wong	2559	\$1,473.50	Litigation - Mikesell
Larranaga Trucking	2565	\$2,400.00	Bus Shelter-Install & Deliver (Dollar General)

- c. Year-To-Date revenue and expenditure report through 04/30/18

Motion by Board Member Ray to approve consent agenda items a-c above with change to the minutes, seconded by Board Member Rhoads. All ayes; motion carried.

5. Regular Business

- a. Request by A-P Tech to consider adjustment to monthly rent of 112 S. Main Street; A-P Tech was not in attendance.

The MTA Board reviewed this item at the April 13, 2018, meeting and made no adjustments to the rent. Previously, at the December 5, 2018, MTA meeting the Board acted to raise rent based on comparable rental rates on Main Street commercial building and noted that no increase had been initiated in over 4 years. The following events occurred:

- 11/22/17 - A-P Tech provided notice (by email and US mail) that the MTA would consider a rent increase at their December meeting.
- 12/5/17 - A-P Tech did not appear at the meeting. MTA acted to raise the rent based on comparable rental rates.
- 12/14/17 - MTA mailed a letter to A-P Tech informing them of the rent increase effective 2/1/18.
- 02/13/18 - Chair Dederick indicated that Greg Jones requested that the rent be reconsidered.
- 02/14/18 - Staff emailed A-P Tech to let them know the request to have rent adjusted would be considered at the April 3, MTA meeting; Greg Jones was notified that the item was on the April 13, 2018 meeting agenda, Mr. Jones indicated that it was unknown if they would be able to attend.
- 04/13/18 - MTA considered A-P Tech's request to reconsider the rent adjustment and took no action (rent remains at \$400 per month). Brian Cox was in attendance to represent A-P Tech.
- 04/23/18 - Greg Jones, A-P Tech, requested that an adjustment to the rent be considered by MTA. The item was placed on the next meeting agenda for June 5, 2018.

Motion by Board Member Ray to take no action; rent to remain at \$400 per month, seconded by Board Member Cavasso. All ayes; motion carried.

- b. Consider amendment to Resolution 17-01b Fiscal Year (FY) 2017/18 final budget.

Chief Fiscal Officer, Niki Lemke, presented a comparison between the original budget, Resolution 17-01a Fiscal Year 2017/18, and the amended budget, Resolution 17-01b Fiscal Year 2017/18, explaining the revisions.

Motion by Board Member Ray to adopt Resolution 17-01b Fiscal Year (FY) 2017/18 final budget, seconded by Board Member Parker. All ayes; motion carried.

- c. Review the Fixed Assets/Disposition and consider approval of the MTA fixed Assets.

Motion to approve the MTA Fixed Assets by Board Member Ray, seconded by Board Member Rhoads. All ayes; motion carried.

6. System Update, Communications, and Calendar

a. Staff updates

Cindy Imbach reviewed the following reports and stated that the annual Terminal Inspection was determined to be satisfactory.

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

Month	Passenger Trips			Miles			Fares		
	2018	2017	Change	2018	2017	Change	2018	2017	Change
Mar	1,042	1,026	↑1.6%	9,505	12,672	↓25.0%	\$4,248	\$5,505	↓22.8%
April	982	894	↑9.8%	9,923	10,845	↓8.5%	\$4,412	\$4,625	↓4.6%
May	1,055	1,000	↑5.5%	10,105	12,209	↓17.2%	\$4,242	\$5,263	↓19.4%

2. Revenue Service Miles compared to Fuel Costs.

Month	Miles			Fuel Cost			Fuel Cost per Mile		
	2018	2017	2016	2018	2017	2016	2018	2017	2016
Mar	9,505	12,672	14,306	\$2,461	\$2,695	\$2,803	.25¢	.21¢	.19¢
April	9,923	10,845	13,214	\$2,927	\$2,296	\$2,565	.29¢	.21¢	.19¢
May	10,105	12,209	13,234	\$3,206	\$2,580	\$2,639	.31¢	.21¢	.19¢

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	
	2018	2017	2018	2017	2018	2017
Mar	48	59	51	64	99	123
April	42	64	57	37	99	101
May	48	54	57	55	105	109

b. Other Information

Executive Director Pedersen reported that the Sage Stage Plaza will host the Farmer’s Markets alternating Saturdays beginning July 21st. The first Alturas market will be held in the Veteran’s Park on Saturday, July 7 in conjunction with Fandango Days. A Policy for Plaza Use is being developed and will be reviewed by MTA’s legal counsel. A draft policy will be brought to the board for approval at a subsequent meeting.

Calendar – consider future dates and events of interest:

06/30/18 June Jamboree – Sage Stage will provide rides

07/04/18 4th of July Holiday – Office Closed; no bus service

08/07/18 MCTC/MTA – meetings 1:30 p.m. City Council Chambers, 200 North Street, Alturas

09/03/18 MCTC and Sage Stage observed Holiday – Labor Day –Office Closed; no bus service

7. **Adjournment** – Motion to adjourn by Board Member Cavasso at 2:10 p.m.; seconded by Board Member Parker. All ayes, motion carried. The next regular meeting will be August 7, 2018 (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