



**Board of Directors
Regular Meeting Agenda**

June 27, 2018

1:30 pm

**Pt. Arena
Garcia Grange
43970 Crispin Lane
Manchester, CA 95459**

Teleconferenced with:

**Fort Bragg
Diana Stuart Fort Bragg Division
190 East Spruce
Conference Room**

AGENDA ITEMS

1. Call to Order:

Public Comment: Anyone is welcome to attend MTA Board meetings to address items that are on the agenda, or to bring other transit related matters to the attention of the Board. The time limit is 3 minutes per speaker.

CONSENT CALENDAR

- | | | |
|----|--|----|
| 2. | Minutes of May 30, 2018, Board Meeting
<u>Information</u> | 1 |
| 3. | Service Performance Report: July, 2017 / April, 2018
<u>Information</u> | 8 |
| 4. | Financial Report: Moved to 'Action and Discussion' Agenda
<u>Information</u> | - |
| 5. | Board Meeting Dates and Locations
<u>Information</u> | 11 |
| 6. | Capital Program: Update/Progress Report
<u>Information</u> | 13 |

ACTION & DISCUSSION

- | | |
|--|------|
| 7. Unmet Needs | 17 |
| <u>Action:</u> Solicit Public Input | |
| 8. Financial Report: CFO Mark Harvey and Kate Stornetta of Price-Waterman (via Skype) Update | |
| <u>Discussion</u> | |
| 9. MTA Drug and Alcohol Policy Addendum | 19 |
| <u>Action:</u> Review and approve Reso #2018-04 | |
| 10. MTA FY 2018-19 Board of Directors Meeting Schedule | 25 |
| <u>Action:</u> Review and approve FY 2019-20 Board of Directors Meeting Schedule | |
| 11. Application for 5311 Operating Funds | 28 |
| <u>Action:</u> Review and approve Reso #2018-07 | |
| 12. MTA FY 2018-19 Operating and Capital Budgets | 31 |
| <u>Action:</u> Review and approve Reso #2018-08 | |
| 13. General Manager Annual Evaluation | 52 |
| <u>Action:</u> Appoint evaluation committee | |
| 14. Management Reports | oral |
| 15. Matters from Directors | oral |

ADJOURN Anticipated adjournment is 3:30 pm

Americans With Disabilities Act (ADA) Compliance

The Mendocino Transit Authority complies with ADA requirements and, upon request, will attempt to reasonably accommodate individuals with disabilities by making meeting material available in appropriate alternative formats (pursuant to Government Code Section 54953.2). Anyone requiring reasonable Interpreter services are available for the meeting by calling 707-462-5765, with seven (7) day advance notice.

AGENDA ITEM #2

**Mendocino Transit Authority
Board of Directors Meeting**

May 30, 2018

1:30 p.m.

MINUTES

Fort Bragg

Diana Stuart Fort Bragg Division

190 East Spruce, Fort Bragg

Conference Room

Video-Conference with:

Ukiah

Ukiah Valley Conference Center

200 South School Street, Ukiah

Chardonnay Room

CALL TO ORDER

1. Chair Mastin called the meeting to order at 1:35p.m.

ROLL CALL

Directors Present: Chair Mastin, Tarbell, Cross

Directors Present via Video Conference: Scalmanini, Rodriguez

Directors Absent: Peters, Gjerde

Staff Present:
Carla Meyer, General Manager
John Pegan, Human Resource Manager
Jacob King, Operations Manager
Jan Michele, Recording Secretary

Staff Present via Video Conference:

Bob Butler, Maintenance Manager
Mark Harvey, Finance Manager

Others Present via Video Conference:

Loretta Ellard, MCOG Representative

PUBLIC COMMENT None

CONSENT CALENDAR

Brief discussion occurred regarding moving the verbal Financial Report from the Consent Calendar and placing this item as the first item under Action & Discussion.

Upon Motion by Director Tarbell, seconded by Director Cross the Consent Calendar was Approved as amended.

AYES: Mastin, Tarbell, Cross, Rodriguez, Scalmanini

NOES: None

ABSTAIN: None

ABSENT: Peters, Gjerde

2. Minutes of March 28, 2018

Corrections to March 28, 2018 Minutes provided to Board Recorder as follows. Change the meeting start time from 1:06pm to 1:36pm. Strike list of Action & Discussion items 7 - 11. Add Directors Tarbell and Peters names to the 'Ayes' under Action & Discussion # 9 Resolution 2018 -

03. Corrected minutes will be attached to the June Board packet and posted on the MTA website.

Upon Motion by **Director Tarbell**, seconded by **Director Cross**, the Board Accepted corrections to the March 28, 2018 MTA Board Minutes.

AYES: Mastin, Tarbell, Cross, Rodriguez, Scalmanini

NOES: None

ABSTAIN: None

ABSENT: Peters, Gjerde

3. Service Performance Report: July, 2017 / April, 2018

Discussion of ridership. Consistent decline in transit numbers has been apparent in rural and urban markets. A reason cited is that bus stops/shelters are inhabited by transients with their belongings; shopping carts and often times dogs. Passengers have complained about the potentially unsafe environment at the bus stops and in the vehicles. General Manager Meyer reported an example to the Board of our shelter cleaner, who while performing his duties, was assaulted from behind by a transient individual.

Chair Mastin asked for clarification of figures in the last two columns within the grid titled Agenda Item # 3 FY 2017-2018 Ridership Performance By Route (attachment). General Manager Meyer indicated that the last two columns compared total numbers of riders from 2017 to 2018. Chair Mastin asked if 2016 ridership figures could be added to the 'Performance' grid for comparative purposes.

4. Board Meeting Dates and Locations

General Manager Carla Meyer will provide 2018 (second half) and 2019 (first half) Board Meeting calendar to the Board. Note: Calendar will be posted on the MTA website.

5. Capital Program: Update/Progress Report

The MTA Board of Directors was provided with a Capital Program Progress Report within the Board packet. Discussion of the two-way radio replacement and RouteMatch ensued. Operations Manager Jacob King mentioned that the RouteMatch system is in use at this time and that MTA has had to postpone the date to begin using RouteShout. General Manager Carla Meyer indicated that we have experienced installation difficulties. The Atlanta based system provider's chief engineer came out to California to meet with MTA staff to trouble-shoot malfunctions in the system. She reported to the Board that she had to give the provider a June 6, 2018 deadline to resolve all issues and have RouteShout 'go-live'.

General Manager Meyer reported that the Cal-OES funds have arrived providing the opportunity to make final preparations to the Comer Technology group for the IT management contract. MTA awaits final signatures.

ACTION & DISCUSSION

6. Financial Report: CFO Mark Harvey Verbal Update

CFO Harvey reported that he will have two people from Price Waterman come in to assist with reconciliation. Staff is going through item by item. CFO Harvey reported, on a bright note, that information that was lost in the computer server crash in January was restored last week. We are assigning more staff hours to complete tasks in order to close year end books and prepare a solid, accurate financial report. Director Rodriguez inquired about a work plan and funding for the added expense (of using Price Waterman). General Manager Meyer informed the Board that we have a work plan from Price Waterman and that she had identified funding to cover this expense.

Director Rodriguez asked if we had signed a contract with the accounting services provider Price Waterman. CFO Harvey indicated that their representative will be contacting us by the end of this week to finalize the parameters and the cost. There should be a signed contract shortly thereafter.

7. Unmet Transit Needs - County-Wide

See attachment: Agenda Item # 7 - '2018-2019 Unmet Needs Requests'

Director Rodriguez reiterated Willits' needs as listed on the 'Needs Requests' chart. Director Tarbell reiterated previous request to have # 60 Route on Sundays.

8. MTA Drug and Alcohol Policy Addendum - Resolution # 2018-04

General Manager Meyer explained to the Board that MTA is required to add 'opiates' within the text of the Alcohol & Drug policy. Resolution # 2018-04 was tabled until the next Board meeting on June 27, 2018, in order for the Board to review the addendum language.

9. Support of Proposition #69 - Resolution # 2018-05

Discussion ensued regarding the Board's support for Resolution # 2018-05. **Director Tarbell** clarified that the SB69 protects funds from being used for anything *other* than transportation. It remains possible to lose funding. **Director Cross** explained his views on SB69.

Note: Discussion of the Resolution in paragraph #2, second section, beginning with "Now, Therefore, Be It Resolved". It was mutually agreed upon to strike the entire paragraph. The third paragraph beginning with "That the Board of Directors of Mendocino Transit Authority supports and can be listed ..." will become paragraph # 2. The corrected Resolution will be posted on the MTA website.

Upon Motion by **Director Rodriguez** and seconded by **Director Tarbell**, the Board approved Resolution # 2018-05 as amended regarding support of Proposition # 69.

AYES: Mastin, Rodriguez, Tarbell, Scalmanini

NOES: None

ABSTAIN: Cross

ABSENT: Peters, Gjerde

**10. Review and authorize General Manager to apply for FTA Section 5311(f) Funds
Resolution # 2018-06**

General Manager Carla Meyer indicated that it is a competitive grant.

Upon Motion by **Director Scalmanini** and seconded by **Director Rodriguez**, the Board adopted Resolution # 2018-06 approving General Manager Carla Meyer to execute, file and submit request(s) for reimbursement of funds from the Department of Transportation (DOT) for the Section 5311 projects(s) .

AYES: Mastin, Scalmanini, Rodriguez, Tarbell, Cross

NOES: None

ABSTAIN: None

ABSENT: Peters, Gjerde

11. Management Reports

CFO Mark Harvey reiterated that his focus is in getting caught up so that he can produce current fiscal reports. He will follow up with Price Waterman regarding their assistance and will jointly draft an action plan.

Maintenance Manager Bob Butler reported that the remodeling work in the Administration building is nearly complete.

Human Resources Manager John Pegan reported that we are working on driver and staff recruitment, the issue of Social Security employee paycheck deduction and union issues.

Loretta Ellard, MCOG Representative announced that the MTA annual claim is on the MCOG agenda for Monday, June 4, 2018.

General Manager Carla Meyer reported that she has been working with the Senior Center shuttle service and MTA Dial-a-Ride regarding fair disparity and services provided to passengers.

12. Matters from Directors:

Director Rodriguez reported being very pleased that the MTA trolley will be used in Willits during the 4th of July Frontier Days. She is hopeful it will bring about route awareness for the Willits community.

Chair Mastin mentioned he attended a conference in Sacramento and some of the topics discussed were fair box issues, economic issues and hydrogen fuel. He stated that he is hearing that some new busses that are being manufactured are not living up to the quoted mileage estimates at all.

Maintenance Manager Bob Butler indicated that there is a bus that is strictly electric and not a hybrid that may be ready for production within six months. He agreed with Chair Mastin that mileage claims are exaggerated by manufacturers.

Chair Mastin asked for an updated Board Meeting calendar.

General Manager Carla Meyer responded to Chair Mastin that she will bring an updated calendar to the next meeting.

13. Adjournment

Chair Mastin adjourned the Board Meeting at 3:07pm

Jim Mastin, Chair

Jan Michele, Recording Secretary

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FY 17-18 RIDERSHIP PERFORMANCE BY ROUTE



	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	2017-18 YTD	2016-17 YTD	# Change	% Change
01 - Willits Local	978	1288	859	1061	965	935	851	723	835	849			9344	11758	171	21%
03 - Ukiah - DAR	1450	710	882	1222	1392	1318	1324	1167	1412	1263			12140	17069	1450	29%
04 - Fort Bragg - DAR	1142	705	604	1033	1180	1224	1229	928	1253	1116			10414	13502	3088	23%
05 - Bragg>About	1478	1591	1490	1544	1454	1360	1539	1426	1750	1585			15217	16136	919	6%
07 - Jitney	126	215	257	208	183	190	222	222	250	263			2136	2099	37	-2%
08 - Ukiah Evening	621	861	830	710	536	566	553	622	723	653			6675	8474	1799	21%
09 - Ukiah Local	9145	9790	10513	10424	8936	8523	8209	8992	9890	9614			94036	113802	19766	17%
20 - Willits - Ukiah	2274	3035	3303	3009	2573	2068	2322	2668	2610	2837			26699	29230	2531	9%
60 - Coaster	935	858	967	1106	882	855	992	956	1104	1037			9692	10328	636	6%
64 - Ukiah to Fort Bragg	390	489	473	385	368	314	360	373	392	405			3949	2757	1192	43%
65 - CC Rider	1083	982	944	1077	1155	1021	954	938	1036	1187			10377	9893	-484	-5%
65A - New Route 65	636	723	738	736	638	675	524	527	560	565			6322	4160	2162	52%
74 - Saturday Gualala-Ukiah	106	78	118	101	86	93	73	85	114	71			925	746	-179	-24%
75 - M-F Gualala to Ukiah	483	649	830	900	593	646	683	744	858	706			7092	6321	-771	-12%
95 - Pt. Arena to Santa Rosa	482	509	537	388	411	405	397	406	420	398			4353	4390	37	1%
97 - Redwood Coast Regional	260	300	289	321	350	341	309	332	292	323			3117	3077	-40	-1%
Monthly Totals	21589	22783	23634	24225	21702	20534	20541	21109	23499	22872	0	0	222488	253742		12%





FY 16-17 RIDERSHIP PERFORMANCE BY ROUTE

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	2017-18 YTD	2016-17 YTD	# Change	% Change	
01 - Willits Local	1124	1313	1129	1240	1081	1255	1090	1149	1283	1094				11758			
03 - Ukiah - DAR	1739	1871	1820	1837	1610	1714	1675	1558	1692	1553				17069			
04 - Fort Bragg - DAR	1246	1363	1325	1334	1343	1518	1327	1210	1486	1350				13502			
05 - BraggAbout	1592	1631	1681	1607	1475	1715	1702	1385	1839	1509				16136			
07 - Jitney	201	255	288	238	162	158	182	191	243	181				2099			
08 - Ukiah Evening	923	1228	1105	946	624	731	792	662	799	664				8474			
09 - Ukiah Local	10379	12241	13129	12926	9764	11063	11701	10056	12664	9879				113802			
20 - Willits - Ukiah	2467	3017	3564	3462	2326	2514	3195	2844	3188	2653				29230			
60 - Coaster	992	1139	1339	1163	932	981	1048	802	1073	859				10328			
64 - Ukiah to Fort Bragg	39	53	86	92	1034	271	261	254	346	321				2757			
65 - CC Rider	1066	1088	1181	1204	760	972	1049	750	908	915				9893			
65A - New Route 65	159	156	228	305	448	628	643	446	591	556				4160			
74 - Saturday Gualala-Ukiah	145	90	72	102	19	59	41	39	70	109				746			
75 - M-F Gualala to Ukiah	540	700	830	728	526	522	672	407	797	599				6321			
95 - Pt. Arena to Santa Rosa	504	519	459	449	359	427	398	386	480	409				4390			
97 - Redwood Coast Regional	302	330	321	321	283	297	340	287	292	304				3077			
Monthly Totals	23418	26994	28557	27954	22746	24825	26116	22426	27751	22955	0	0	0	253742	0	0	0

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Board of Directors Meeting Schedule

Last Wednesday of every month - 1st Wednesday of the month in December
Subject to Change

Date	Time	Location	Video Conference With	Major Agenda Items	
2017					
July	26	4:30	Willits	only	<i>Cancelled due to lack of quorum</i> 2018/19 Transit Needs: Willits
August	30	4:30	Point Arena	only	<i>Rescheduled to Ukiah 9-7-17</i> 2018/19 Transit Needs: Point Arena
September	7	1:30	Ukiah	Ft. Bragg	<i>Special Mtg. due due previous two cancellations</i>
September	27	1:30	Point Arena	only	2018/19 Transit Needs: Pt. Arena
October	25	1:30	Willits	only	2018/19 Transit Needs: Willits
November	no meeting scheduled				
December	6	1:30	Ukiah	Fort Bragg	2018/19 Transit Needs: Ukiah
2018					
January	31	1:30	Fort Bragg	Ukiah	<i>Cancelled due to illness.</i> 2019/20 Transit Needs: Ft Bragg
February	28	1:30	Willits	only	2019/20 Transit Needs: Willits Initial 2018/19 Budget Discussion
March	28	1:30	Fort Bragg	Ukiah	2019/20 Transit Needs: Fort Bragg DRAFT 2018/19 Budget & Claim
			Ukiah	Fort Bragg	
April	25	1:30	Point Arena	only	<i>Cancelled</i> 2019/20 Transit Needs: Point Arena
May	30	1:30	Fort Bragg	Ukiah	General Manager Evaluation General Manager Contract
			Point Arena	Only	
June	27	1:30	Ukiah	Fort Bragg	FINAL 2018/19 Budget

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To: MTA Board of Directors
From: Carla Meyer, General Manager
Date: June 27, 2018
Subj: Capital Program: Progress Report

This report is consistent with the capital budget dated June 2017/18

2016-17 Projects – Cont.

Two-way Radio Replacement incl. Dispatch Console (*Prop 1B and STA*) \$451,635

Action: Video project was carried over to FY16/17 and is now complete. The radio project continues to be problematic due to issues at repeater sites. At the October 2016 Board of Directors meeting, the Board unanimously agreed to reprogram pending Safety and Security funds to purchase CAD Dispatch software and pursue funding for radios at a later date. Potential funding source is FY 15-16 Safety and Security grant funds.

Problems: Significant delay from Fisher Wireless converting tower sites to digital. Delayed project implementation.

2-22-17: Fisher has been moving ahead on tower conversion to digital. However, Route Match (demand-response CAD) has a push to talk option on the tablets to be installed for Dial-A-Ride. MTA is delaying conversion of radio/dispatch console until further investigation of this option.

5-31-17: Project still delayed by Fisher Communications and pending Board Decision to pursue alternative software options or patchwork existing system.

6-26-17: Project presented to the MCOG Transit Performance Committee for review and comment. Sent on to MCOG for approval of use of one-time excess LTF funds for purchase of RouteMatch AVL and Push to Talk software which will eliminate the need for continued work with Fisher Communications.

7-25-17: The MCOG Board of Directors unanimously voted to provide one-time excess LTF funds in the amount of \$380,000 to supplement the MTA purchase of Fixed Route AVL.

8-10-17: Contract for MTA and RouteMatch signed, project commences. Hopeful operational date within 120 days.

9-20-17: RouteMatch Fixed Route AVL, Push to Talk Kickoff meeting completed; RouteMatch staff to arrive at MTA second week in October for initial fleet assessment and installation process begins.

10-12-17: RouteMatch staff on-site for fleet assessment and data entry for fixed route assessment.

Jan./Feb 18: MTA was contacted by Fisher Wireless who has now updated to digital radio. In review of their proposal and learning that the RouteMatch Push to Talk was still a prototype program, MTA contracted with Fisher Wireless to install digital radio's in the fleet. The installation is completed, the reception is exceptional. The remaining decision on radio consoles replacement will be forthcoming upon review of cost savings and discussion with the MCOG. However final design on the fare methodology has been agreed to and installation of the GPS and tablets for fixed route is scheduled for early March, 2018.

March 28, 2018: Due to delay in tablet installation, RouteMatch fixed route

database development, MTA is not expected to go "live" in April, 2018.

May 30, 2018: Ongoing install issues with RouteMatch has pushed the Routeshout "Go Live" date out until resolution of all issues involved.

June 20, 2018: New server install at RouteMatch this weekend, freeing up additional space for MTA. In interim, we are experiencing significant system stability.

Three Large Cutaway Buses

\$330,000

- Action:** Due to PTIMSEA Bond Sale schedules, MTA is receiving \$87,606.70 within 30 days, with the remaining balance of \$219,236.30 after the Spring Bond Sale. While MTA had anticipated receiving all of the funding at once, waiting until the Spring Bond Sale moves the award from \$268,000 to \$304,833. Preliminary vehicle purchase requirements have begun, project will rollover to FY 2017/18.
- 2-23-17:** MTA received \$87,606.70 of the allocated revenues. Remaining funds are due to arrive to MTA within the next 30-60 days.
- 6-19-17:** Advised by CalTrans, remaining \$219,236 to be sent out on 6/23/17.
- 6-29-17:** Funds have been received, purchase order has been issued and vehicles are on order.
- 12-6-2017:** Buses are going onto production line, Maintenance Supervisor Bob Butler to fly to Indiana next week for oversight.
- Jan/Feb 2018:** New buses are on the property and are being readied for revenue service.
- March, 2018:** Buses are in revenue service.

RouteMatch Demand Response Software

\$80,000

- Action:** **5-18-17:** Approval for project change from Cal-OES.
- 5-19-17:** Contracts signed
- 6-16-17:** Kickoff Meeting with Project Manager
- 6-20-17:** Project Manager Daniel Mulkey at MTA to fully assess current operation and start design of MTA IT system.
- 7-1-17:** System design completed, equipment has been ordered. After arrival at RouteMatch, they will enter data into software. Staff Training is being scheduled.
- 8-2/3-17:** Staff training completed.
- 8-15-17:** Dispatch/Bus Operator Go Live
- 10-10-17:** Conditional Acceptance Signed

Additional Trolley Purchase

\$175,139

- Action:** The original reason for purchasing an additional trolley was to have a Trolley available at Christmas for both Ukiah and Fort Bragg. At this time staff is delaying purchase until completion of Draft FY 2017/18 Budget. At that staff will make a recommendation to the Board of Directors regarding purchase of additional trolley.
- 6-19-2017:** At this time, both the General Manager and Maintenance Manager agree that purchase of an additional trolley for charter purposes is not advisable. However, until complete transition of the current financials are

completed into QuickBooks and Capital funding accounts are clearly defined, recommendation to the Board of Directors will be delayed until FY 18/19

Problems: Funding resources.

2017-18 Projects

Managed IT Care

\$80,437

Action: The MTA IT system was currently developed by in-house staff and local vendors. The original server is at maximum capacity is now being backed up by an external hard drive. Estimated 6 months longevity. Through application for Prop 1B Safety and Security funds, MTA has contracted for a complete revamp of the IT network to include non-existing firewalls, off-site backup of data and utilization of fiber optic.

Problems: Awaiting MCOG Board Resolution approval for access to the funds on October 2, 2017, delaying implementation. However, with the project already approved, it is hoped that after receipt of the resolution, funding will be expedited.

10-02-17: MCOG Board of Directors approved allocation of Prop1B Safety and Security funds.

10-09-17: Receipt of signed resolutions; grant documents mailed to Cal-OES

Jan 2018: MTA was hit with high tech ransomware and the existing service is shutdown. Decision on the final vendor for the managed care will be decided next week. Unfortunately, due to an error at the State Controller's office arrival of the Cal-OES approved grant funds could be delayed 2 more months. Staff is discussing alternatives and will present to the Board.

March 2018: Three bids have been obtained from IT managed care providers. MTA has selected Comer Technology Group from Chico, CA for the managed care. MTA is still awaiting the delayed Cal-OES approved grant funds from the State Controller's office.

May 30, 2018: Cal-OES funds have arrived, contract with Comer Technology group has been prepared and awaiting final signatures.

June 17, 2018: Contracts signed, first payment installs to Comer Technology. Server on order, estimated 4 weeks to delivery.

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TO: MTA Board of Directors
FROM: Carla Meyer, General Manager
RE: Drug and Alcohol Policy Addendum
DATE: June 27, 2018

Federal regulation at 49 CFR Part 40 require that recipients of specific Federal Transit Administration (FTA) Section 5311 funds establish and implement anti-drug and alcohol misuse testing programs. Recipients are also required to prepare and maintain a Drug and Alcohol Program.

New regulations went into effect on January 1, 2018. Among the new rules, each recipient shall include the testing of four semi-synthetic opioids (i.e., hydrocodone, oxycodone, hydromorphone, oxymorphone), as well as adds methylenedioxyamphetamine as an initial test analyte.

Each recipient of FTA Section 5311 funds is required to review their current Drug and Alcohol Plan, update it to reflect the new rules and submit it for review and approval. The deadline date for submittal is June 30, 2018.

This addendum updates the MTA policy as per FTA regulations.

Recommendation: Approve Resolution 2018-04, approving the addendum to the MTA Drug and Alcohol Policy.

DRUG AND ALCOHOL POLICY ADDENDUM

EFFECTIVE: JANUARY 1, 2018

The United States Department of Transportation (USDOT) – Office of Drug and Alcohol Policy and Compliance (ODAPC) has issued an update to USDOT’s drug and alcohol testing regulation (49 CFR Part 40). The new regulation has been revised and the changes (summarized below) will become effective on January 1, 2018. Therefore, the MENDOCINO TRANSIT AUTHORITY drug and alcohol testing policy is amended as follows:

1. CHANGES TO THE DRUG TESTING PANEL

- a. Four new opioids added to the drug testing panel –
 - i. The USDOT drug test remains a “5-panel” drug test; however, the list of opioids for which are tested will expand from three to seven opioids.
 - ii. The “opioid” category will continue to test for codeine, morphine, and heroin; however, the “opioid” testing panel will now be expanded to include four (4) new semi-synthetic opioids:
 1. (1) Hydrocodone, (2) Hydromorphone, (3) Oxycodone, and (4) Oxymorphone.
 2. Common brand names for these semi-synthetic opioids include, but may not be limited to: OxyContin®, Percodan®, Percocet®, Vicodin®, Lortab®, Norco®, Dilaudid®, Exalgo®.
- b. ‘MDA’ will be tested as an initial test analyte
- c. ‘MDEA’ will no longer be tested for under the “amphetamines” category.

2. BLIND SPECIMEN TESTING

- a. The USDOT no longer requires blind specimens to be submitted to laboratories.

3. ADDITIONS TO THE LIST OF “FATAL FLAWS”

- a. The following three circumstances have been added to the list of “fatal flaws”:
 - i. No CCF received by the laboratory with the urine specimen.
 - ii. In cases where a specimen has been collected, there was no specimen submitted with the CCF to the laboratory.
 - iii. Two separate collections are performed using one CCF.

4. MRO VERIFICATION OF PRESCRIPTIONS

- a. When a tested employee is taking a prescribed medication, after verifying the prescription and immediately notifying the employer of a verified negative result, the MRO must then (after notifying the employee) wait five (5) business days to be contacted by the employee's prescribing physician before notifying the employer of a medical qualification issue or significant safety risk.
 - i. Specifically, in cases where an MRO verifies a prescription is consistent with the Controlled Substances Act, but that the MRO has still made a determination that the prescription may disqualify the employee under other USDOT medical qualification requirements, or that the prescription poses a significant safety-risk, the MRO must advise the employee that they will have five (5) business days from the date the MRO reports the verified negative result to the employer for the employee to have their prescribing physician contact the MRO. The prescribing physician will need to contact the MRO to assist the MRO in determining if the medication can be changed to one that does not make the employee medically unqualified or does not pose a significant safety risk. If in the MRO's reasonable medical judgment, a medical qualification issue or a significant safety risk still remains after the MRO communicates with the employee's prescribing physician, or after five (5) business days, whichever is shorter, the MRO must communicate this issue to the employer consistent with 49 CFR Part 40.327.

5. DEFINITIONS

- a. The term "***DOT, the Department, DOT Agency***"
 - i. Modified to encompass all DOT agencies, including, but not limited to, FAA, FRA, FMCSA, FTA, PHMSA, NHTSA, Office of the Secretary (OST), and any designee of a DOT agency.
 - ii. For the purposes of testing under 49 CFR Part 40, the USCG (in the Department of Homeland Security) is considered to be a DOT agency for drug testing purposes.
- b. The term "***Opiate***" is replaced with the term "***Opioid***" in all points of reference.
- c. The definition of "***Alcohol Screening Device (ASD)***" is modified to include reference to the list of approved devices as listed on ODAPC's website.

- d. The definition of "***Evidential Breath Testing Device (EBT)***" is modified to include reference to the list of approved devices as listed on ODAPC's website.
- e. The definition of "***Substance Abuse Professional (SAP)***" will be modified to include reference to ODAPC's website. The fully revised definition includes:
 - i. A licensed physician (medical doctor or doctor of osteopathy) or licensed or certified psychologist, social worker, employee assistance professional, state-licensed or certified marriage and family therapist, or drug and alcohol counselor (certified by an organization listed at <https://www.transportation.gov/odapc/sap>) with knowledge of and clinical experience in the diagnosis and treatment of drug and alcohol related disorders.

NOTE: The revisions listed in this addendum include only those revisions to 49 CFR Part 40 which may be referenced in our drug & alcohol testing policy. A list of all the revisions made to 49 CFR Part 40 can be found at <https://www.transportation.gov/odapc>.

Addendum Authorization Date: June 27, 2018

Authorized Official (Printed Name): JIM MASTIN, CHAIRMAN OF THE BOARD

Authorized Official (Signature): _____

**MENDOCINO TRANSIT AUTHORITY
RESOLUTION 2018-04
MTA DRUG AND ALCOHOL POLICY ADDENDUM**

WHEREAS:

1. The MTA Board of Directors is responsible for determining agency policy; and
2. As the recipient of FTA Section 5311 funding, and
3. It is the intent of the Board of Directors to comply with all rules and regulations as mandated by Federal Section CFR Part 40,

NOW, THEREFORE, BE IT RESOLVED that the MTA Board of Directors hereby:

1. Reviewed and approved the revised MTA Drug and Alcohol Policy and Plan Addendum; and
2. Direct staff to implement said policy, effective this date.

ADOPTION of this RESOLUTION was MOVED by Director and SECONDED by Director at a regular meeting of the MTA Board of Directors on June 27, 2018 by the following Roll Call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Jim Mastin, Chairman

Carla A. Meyer, General Manager

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TO: MTA Board of Directors
FROM: Carla Meyer, General Manager
RE: FY 2018/19 Board of Directors Meeting Schedule
DATE: June 27, 2018

The FY 2018/19 Board of Directors Meeting Schedule is the same as has been presented in previous years. The scheduled date will continue to be the last Wednesday of each month.

This schedule allows MTA to conduct Unmet Needs Hearings in all the communities listed in the Joint Powers Agreement and also contains reminders for Budget Claims, Preliminary Budget, Final Budget Presentation and the annual General Manager Evaluation.

Recommendation: Review and approve the FY 2018/19 Board of Directors Meeting Schedule.



Board of Directors Meeting Schedule

Last Wednesday of every month - 1st Wednesday of the month in December
Subject to Change

Date	Time	Location	Video Conference With	Major Agenda Items
2018				
July	25 1:30	Willits	only	2018/19 Transit Needs: Willits
August	29 1:30	Point Arena	only	2018/19 Transit Needs: Point Arena
September	26 1:30	Fort Bragg	Ukiah	2018/19 Transit Needs: Fort Bragg
October	31 1:30	Ukiah	Fort Bragg	2018/19 Transit Needs: Ukiah
November	no meeting scheduled			
December	5 1:30	Ukiah	Fort Bragg	2018/19 Transit Needs: Ukiah
2019				
January	30 1:30	Fort Bragg	Ukiah	2019/20 Transit Needs: Ft Bragg 2019/20 Transit Needs: Willits
February	27 1:30	Willits	only	Initial 2019/20 Budget Discussion 2019/20 Transit Needs: Ukiah
March	27 1:30	Ukiah	Fort Bragg	DRAFT 2019/20 Budget & Claim
April	24 1:30	Point Arena	only	2019/20 Transit Needs: Point Arena
May	29 1:30	Fort Bragg	Ukiah	General Manager Evaluation General Manager Contract
June	26 1:30	Ukiah	Fort Bragg	FINAL 2019/20 Budget

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AGENDA ITEM #11

TO: MTA Board of Directors
FROM: Carla Meyer, General Manager
RE: Application for 5311 Operating Funds
DATE: June 27, 2018

The Federal Transit Administration (FTA) Section 5311 formula funding program is authorized by 49 United States Code (U.S.C) Section 5311. The 5311 program provides supplemental funding for public transit service in non-urbanized areas which have populations of fewer than 50,000 residents, as quantified by the United States Census Bureau

The FTA apportions formula funds to each state on an annual basis. The California Department of Transportation, Division of Rail and Mass Transportation (DRMT) is the designated grantee for California. The DRMT Rural Transit and Intercity Bus Branch manages the 5311 and 5311(f) programs.

5311 funding is apportioned as follows:

- **75% Regional Apportionment** -- This funding share is apportioned to non-urban areas based on the size of the rural population. This apportionment is distributed to Transportation Planning Agencies (TPA) whose county or region contains a non-urbanized area as identified by the United States Census Bureau. The TPA submits a Program of Projects that identifies subrecipients and projects to receive Section 5311 funds in their planning area. This must be completed by December 31st of each year. Additionally, subrecipients must complete and submit a Section 5311 Program Application and all other required submittals by the appropriate deadline
- **15% Intercity Bus Program** -- This funding share is apportioned to the Rural Intercity Bus Program (known as FTA 5311(f)).
- **10% State Administrative Expenses** -- This funding share is apportioned to State Transportation Agencies in order to fund the administration of the 5311 & 5311(f) grant programs.

The next call for projects is due by July 31, 2018. The MTA FY 18-19 apportionment is \$592,141.

Recommendation: Approve Resolution 2018-07, authorizing General Manager to apply for FTA 5311 funds in the amount of \$592,141.



Authorizing Resolution for FTA Funds
State of California
Division of Rail and Mass Transportation

RESOLUTION NO. 2018-07

RESOLUTION AUTHORIZING THE FEDERAL FUNDING UNDER FTA SECTION 5311 (49 U.S.C. SECTION 5311) WITH CALIFORNIA DEPARTMENT OF TRANSPORTATION

WHEREAS, the U. S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration to support capital/operating assistance projects for non-urbanized public transportation systems under Section 5311 of the Federal Transit Act (FTA C 9040.1F and FTA C 9050.1); and

WHEREAS, the California Department of Transportation (Department) has been designated by the Governor of the State of California to administer Section 5311 grants for transportation projects for the general public for the rural transit and intercity bus; and

WHEREAS, *General Manager, Carla A. Meyer* desires to apply for said financial assistance to permit operation of service/purchase of capital equipment in *Mendocino and Sonoma Counties*; and

WHEREAS, the *General Manager, Carla A. Meyer* has, to the maximum extent feasible, coordinated with other transportation providers and users in the region (including social service agencies).

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the *Mendocino Transit Authority Board of Directors* does hereby Authorize the *General Manager*, to file and execute applications on behalf of with the Department to aid in the financing of capital/operating assistance projects pursuant to Section 5311 of the Federal Transit Act (FTA C 9040.1F and FTA C 9050.1), as amended.

That *General Manager* is authorized to execute and file all certification of assurances, contracts or agreements or any other document required by the Department.

That *General Manager* is authorized to provide additional information as the Department may require in connection with the application for the Section 5311 projects.

That *General Manager* is authorized to submit and approve request for reimbursement of funds from the Department for the Section 5311 project(s).

PASSED AND ADOPTED by the *Mendocino Transit Authority Board of Directors* of the *County of Mendocino*, State of California, at a regular meeting of said Commission or Board Meeting held on the by the following vote:

AYES:
NOES:
ABSENT:

(Please Print)

Name: Jim Mastin

Title: Chairman, Board of Directors

Signature: _____

Date: _____

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Agenda Item # 12-A

To: MTA Board of Directors
From: Carla A. Meyer, General Manager
Date: June 27, 2018
Subject: FY 2018-19 Operating Budget

Synopsis:

The FY 2018-19 Operating Budget as presented is different than the previous model used here at MTA for several years. It is imperative that cost centers be more clearly defined for department heads to ensure integrity of the budget for the next fiscal year and the new formatting is being utilized in QuickBooks. The previous budget methodology was based on a complex series of spreadsheet formulary. The budget as presented is actual cost projection.

Expenses:

Wages and Staffing:

The largest expenditure in the MTA budget is salaries and wages. As in accordance with the Teamsters/MTA Collective Bargaining Agreement (CBA), FY 18-19 will provide a 7% cost of living increase to both represented and non-represented staff. Also, in FY 18-19 the previously vacant Operations Manager position has been filled. One evening Supervisor position remains vacant.

Benefits:

Although our Workman's Compensation costs dropped by 25.5%, we are projecting a minimum of 7% increase in health care premiums. Coverage levels are agreed to in the CBA and are not open for negotiation until 2019-20 budget. MTA has opted to contract with Arrow Benefits group for dental and the health care benefit plan to reduce staff workload and delay of reimbursements to employees. However, even with the CalPERS unfunded liability expense, the Benefits have only increased by 2% over FY 17-18.

Service and User Fees

This new section details professional services paid to outside vendors. Comparatively, we have reduced expenditures by 18.37% over FY 17/18, but increased by 24.91% over projected FY 18-19-year end.

Materials and Supplies Consumed

Maintenance fuel, lube, tires, repair parts, facilities maintenance, office supplies and printing are categorized under Materials and Supplies Consumed. FY 18-19 projections have increased by 16.81% over FY 17-18 due to fuel cost increases, an aging fleet and adequate working supplies for staff.

Utilities

Speaks for itself, however, now shows the cost breakdowns by locale. Projected costs reflect a 1.51% decrease.

Vehicle, Casualty & Liability Costs, Taxes, Miscellaneous and Leases and Rentals
Again, are self-explanatory and show a more detailed tracking of costs.

Funding Sources:

Federal:

- 5310 Elderly Disabled: Provides operating funding for Mobility Management functions such as printing, advertising and marketing.
- 5311(f) Intercity: Provides funding for routes that connect rural communities to intercity Greyhound depots.
- 5311 Discretionary: Option for both Operating and Capital projects. MTA utilizes all 5311 Discretionary funds for Operations.

State:

- Cap & Trade: Can be utilized for both operating or capital. However, usage is restricted only to projects that expand or increase revenue service. MTA utilizes these funds to provide free transportation to enrolled Mendocino College Students in the amount of \$58,000.
- Local Transportation Funds (LTF): Sales tax collected within Mendocino County for public transportation. FY18-19 estimated revenues have increased by 4.4%.
- State Transit Assistance (STA): Gas Tax Funds designated to public transportation for both operating and capital expenditures. With the passing of SB1, MTA is receiving \$680,645, well over a 100% increase over FY17-18. Of these funds, \$300,000 will be used for operating expenses.
- TSSDRA: A grant program from Cal-OES with one remaining cycles. These funds are primarily capital in nature, however, in FY 18-19, \$30,000 will be used to fund IT operating monthly fees through Comer Technologies.

Local:

- Farebox Revenues: Due to a 12% decrease in ridership, MTA is projecting no growth in revenues over the previous year.
- Redwood Coast Regional Center: Contracted service provided to the Redwood Coast Regional Center.
- Sonoma Contract: Contracted service to provide service from the South Coast through Sonoma County to Santa Rosa.
- Advertising Contract: Funds received from MTA sub-contractor for advertising on MTA buses and shelters.
- AG Van Leases: MTA has leased all 5 of its 15-passenger vans to a private company to transport farm workers.
- Senior Center Administration: Funds received from the MCOG to manage the Senior Center Contracts.
- Maintenance Revenues: Funds received from senior centers, Veterans and other agencies for vehicle maintenance.

Conclusion:

MTA staff is presenting to the Board of Directors a balanced budget. Total Operating Expenditures are projected at \$4,809,127. Total Operating Revenues are solid at an estimated \$4,861,729. A balance of \$52,602 remains to cover any emergency and/or non-projected expenditures.

Operating Revenues are 6.89% more than FY 17-18 and Operating Expenses have increased 7.8% over FY 17-18, allowable by the Transit Development Act of California.

MENDOCINO TRANSIT AUTHORITY 2018/19 BUDGET W/ LINE ITEM BREAKDOWN

ACCOUNT	TITLE	FY 2017-18 BUDGET		FY 2018-19 PRLIMINARY BUDGET		% CHANGE	ADDITIONAL INFORMATION
		2017-18 BUDGET	YEAR END	2018-19 PROJECTED	BUDGET		
OPERATING							
50010	LABOR						
50100	Operators Wages - Fixed Route - Inland	\$2,192,291.00	\$610,000.00	\$653,650.00	7.00%	7% COLA Increase as per CBA	"
50125	Operators Wages - Fixed Route - Fort Bragg		\$234,000.00	\$250,380.00	7.00%	"	"
50175	Operators Wages - South Coast		\$144,000.00	\$154,080.00	7.00%	"	"
50200	Operators Wages - DAR - Inland		\$116,990.00	\$125,180.00	7.00%	"	"
50225	Operators Wages - DAR - Fort Bragg		\$92,000.00	\$98,440.00	7.00%	"	"
50250	Operations - Dispatch		\$98,000.00	\$112,000.00	7.00%	"	"
50300	Maintenance & Facilities Salaries & Wages		\$331,596.00	\$354,808.00	7.00%	"	"
50400	Administrative Salaries		\$475,000.00	\$508,250.00	7.00%	7% COLA, Fill Vacant OPS Manager	"
50500	Administrative Staff		\$119,808.00	\$128,194.56	7.00%	"	"
	FY17-18 Wages-Vac/Sick/Hol		\$358,722.00				
	TOTAL SALARIES	\$2,551,013.00	\$2,221,394.00	\$2,384,982.56			

BENEFITS							
51000	FICA/Medicare		\$26,480.00	\$28,500.00			
51125	Pension Plan (CalPERS)	\$269,992.00	\$157,875.00	\$170,000.00			
51150	CalPERS Unfunded Liability		\$51,000.00	\$54,500.00			
51175	ICMA Retirement Plan		\$5,830.00	\$6,250.00			
51200	Medical Plan	\$590,345.00	\$580,000.00	\$600,240.00		Premium Increase	
51260	Dental Plan- FSA - COBRA Admin		\$31,500.00	\$40,000.00			
51300	Vision Plan		\$3,175.00	\$3,300.00			
51325	Life Insurance		\$7,470.00	\$7,500.00			
51350	457 MTA Match		\$4,468.00	\$4,800.00			
51375	Worker's Compensation Insurance	\$203,103.00	\$179,500.00	\$147,729.00			
51450	Unemployment Insurance		\$10,127.00	\$15,000.00			
51600	Uniforms & Work Clothing Allowances	\$14,800.00	\$14,800.00	\$19,000.00			
51650	Air Med Services (REACH)		\$3,025.00	\$3,250.00			
51675	Misc.		\$8,000.00	\$5,000.00			
	FY 17-18 Payroll Taxes		\$73,023.00				
	TOTAL EMPLOYEE BENEFITS	\$1,078,240.00	\$1,083,250.00	\$1,105,069.00			

ACCOUNT	TITLE	2017-2018 BUDGET	FY 2017-18 PROJECTED ACTUAL YEAR END	F P	% CHANGE	ADDITIONAL INFORMATION
52000	SERVICE/USER FEES					
52100	Vehicle Technical Services (outsourcing)		\$1,800.00		\$2,500.00	
52125	Towing		\$730.00		\$2,500.00	
52150	Property Maintenance Services	\$26,890.00	\$2,250		\$4,000.00	Fire Extinguishers, Hazardous Waste, Exterminator
52170	Contract IT Services		\$14,500.00		\$30,000.00	Two-years paid through TSSDRA Grant
52250	Legal Counsel		\$15,100.00		\$20,000.00	
52275	Purchased Transportation (Willits DAR)	\$1,800.00	\$37,025.00		\$2,500.00	
52300	Marketing	\$125,086.00	\$28,500.00		\$52,000.00	
52325	Advertising, Legal Notices		\$15,450.00		\$35,000.00	
52400	Software Maintenance Fees		\$6,300.00		\$6,000.00	RTA, Cummins, Snap-On, Trillium
52420	Drug and Alcohol Services		\$1,300.00		\$7,000.00	Program to I.D. entry
52500	Facility Security System		\$4,865.60		\$12,000.00	
52550	Accident / Incident Payables		\$37,500.00		\$40,000.00	Ergometrics, Price Waterman, Quiltsbooks Expert, Fisher Wireless
52600	Professional & Technical Services	\$120,032.00				
	TOTAL SERVICES / USER FEES	\$273,808.00	\$167,820.60		\$223,500.00	75.09%

ACCOUNT	TITLE	2017-2018 BUDGET	FY 2017-18 PROJECTED ACTUAL YEAR END	F P	% CHANGE	ADDITIONAL INFORMATION
53000	MATERIALS & SUPPLIES CONSUMED					
53100	Fuel	\$348,075.00	\$330,000.00		\$375,000.00	Unstable Market 6% increase
53150	Tires	\$27,552.00	\$26,500.00		\$27,300.00	3% inc.
53200	Lubrication	\$10,925.00	\$7,500.00		\$10,500.00	
53250	Tools	\$3,000.00	\$3,000.00		\$3,500.00	
53300	Vehicle Maintenance & Repair Parts	\$31,226.00	\$45,000.00		\$65,000.00	15% increase, no credit card receipts/aging fleet
53325	Expense Parts	\$2,400.00	\$2,400.00		\$3,000.00	
53350	Shop Supplies (consumables)	\$3,000.00	\$4,000.00		\$6,000.00	
53400	Vehicle Accessories	\$0.00	\$500.00		\$1,000.00	
53450	Facilities Maintenance & Repair Parts	\$11,350.00	\$20,175.00		\$23,500.00	
53550	Office Supplies	\$13,900.00	\$14,500.00		\$19,500.00	
53670	Computer Programs & Supplies		\$15,000.00		\$10,000.00	
53650	Printing (Schedules, brochures)		\$17,000.00		\$17,000.00	
53700	Safety & Emergency Supplies	\$0.00	\$0.00		\$2,500.00	
53750	Other Materials & Supplies	\$5,710.00	\$7,500.00		\$8,500.00	
	TOTAL MATERIALS & SUPPLIES	\$457,138.00	\$476,075.00		\$572,300.00	

ACCOUNT	TITLE	2017-2018 BUDGET	FY 2017-18 PROJECTED ACTUAL YEAR END	F P	% CHANGE	ADDITIONAL INFORMATION
54000	UTILITIES					
54100	MTA Base: Water, Sewer, & Solid Waste	\$20,436.00	\$18,643.00		\$20,000.00	Costs as per actuals
54125	FB Base: Water, Sewer & Solid Waste, Propane		\$4,030.00		\$4,500.00	
54150	Willits Base: Water, Sewer & Solid Waste		\$1,610.00		\$2,000.00	
54200	PG&E: Ukiah, Fort Bragg, Willits		\$8,050.00		\$9,000.00	
54300	TPX: Ukiah Phones/Internet		\$26,500.00		\$19,775.00	Change to Fiber Optic
54325	Comcast: Fort Bragg Phones/Internet	\$33,670.00	\$2,550.00		\$3,000.00	" " " "
54350	SEAKAY: South Coast Telephone/Internet		\$1,020.00		\$1,500.00	" " " "
54400	Verizon: Admin/OPS Cellular		\$10,745.00		\$13,000.00	" " " "
	TOTAL UTILITIES	\$54,106.00	\$73,148.00		\$72,775.00	

ACCOUNT	TITLE	2017-2018 BUDGET	FY 2017-18 PROJECTED ACTUAL YEAR END	F P	% CHANGE	ADDITIONAL INFORMATION
56000	VEHICLE, CASUALTY & LIABILITY COSTS					
56100	Premiums for Liability & Property Dam.Risk Ins.		\$330,860.00		\$350,000.00	CallTIP, Garage Keepers, ERMA - Mackey
	TOTAL CASUALTY & LIABILITY COSTS		\$330,860.00		\$350,000.00	

ACCOUNT	TITLE	2017-2018 BUDGET		FY 2017-18 PROJECTED		FY 2018-19 PROPOSED		ADDITIONAL INFORMATION
		BUDGET	ACTUAL YEAR END	F	F	ARY BUDGET	% CHANGE	
57000	TAXES							
57100	Taxes - State Board of Equalization		\$40,000.00	\$40,000.00	\$35,000.00			
57200	Vehicle Licensing & Registration Fees		\$4,000.00	\$4,000.00	\$5,000.00			
57200	Other Licensing Fees & Taxes	\$0.00		\$44,000.00	\$40,000.00			
	TOTAL TAXES							

MISCELLANEOUS								
58000	Dues & Subscriptions	\$7,125.00	\$6,785.00	\$7,000.00	\$7,000.00			Cal-Act, CTA, Chamber, UDI, etc.
58200	Travel	\$21,300.00	\$2,400.00	\$7,000.00	\$7,000.00			
58225	Board Expenses	\$5,550.00	\$5,200.00	\$7,000.00	\$7,000.00			
58300	Safety Program (Awards-Banquets-Employee Incent.)	\$6,250.00	\$6,250.00	\$6,500.00	\$6,500.00			
58400	Training (Classes, Seminars & Materials)	\$5,900.00	\$3,650.00	\$5,000.00	\$5,000.00			
58450	CDL and DOT Physical Expenses	\$725.00	\$725.00	\$2,000.00	\$2,000.00			
58600	Other Miscellaneous	\$5,710.00	\$2,700.00	\$7,000.00	\$7,000.00			Culligan, Alhambra, Mic.
	TOTAL MISCELLANEOUS	\$45,585.00	\$27,710.00	\$41,500.00	\$41,500.00			

LEASES & RENTALS								
59100	Leases and Rentals	\$26,353.00	\$9,820.00	\$19,000.00	\$19,000.00			Copier, SC Parking, Pitney Bowes, Fire Dist., Willits
	TOTAL LEASES & RENTALS	\$26,353.00	\$9,820.00	\$19,000.00	\$19,000.00			
	TOTAL OPERATING EXPENDITURES	\$4,486,243.00	\$4,434,077.60	\$4,809,126.56	\$4,809,126.56			

OPERATING REVENUE

ACCOUNT	TITLE	2017-18 BUDGET		FY 2017-18 PROJECTED		FY 2018-19 PRELIMINARY		ADDITIONAL INFORMATION
		BUDGET	YEAR END	BUDGET	BUDGET	BUDGET	% CHANGE	
41000	OPERATING REVENUE							
41100	Fixed Route Farebox Revenue	\$677,808.00	\$670,000.00	\$670,000.00	\$670,000.00			
41200	Dial-A-Ride Farebox Revenue							
41300	Redwood Coast Regional Center	\$65,000.00	\$60,000.00	\$65,000.00	\$65,000.00			
41400	Sonoma County Contract	\$172,000.00	\$172,000.00	\$172,000.00	\$172,000.00			
41500	Charters	\$25,226.00	\$5,500.00	\$0.00	\$0.00			
	TOTAL OPERATING REVENUES	\$940,034.00	\$907,500.00	\$907,500.00	\$907,000.00			

NON-OPERATING REVENUES								
42000	Local Transportation Fund (LTF)	\$2,549,563.00	\$2,549,563.00	\$2,661,288.00	\$2,661,288.00			
42150	State Transit Assistance	\$175,000.00	\$175,000.00	\$300,000.00	\$300,000.00			
42200	5310 Operating Assistance	\$469,217.00	\$469,217.00	\$597,141.00	\$597,141.00			
42300	5311 Operating Assistance	\$255,107.00	\$255,107.00	\$122,000.00	\$122,000.00			
42400	TSSDRA (Cal-OES Grant)	\$75,000.00	\$85,000.00	\$120,000.00	\$120,000.00			
42450	Advertising Contract	\$0.00	\$0.00	\$10,000.00	\$10,000.00			
42600	Ag Van Leases	\$26,500.00	\$26,500.00	\$26,500.00	\$26,500.00			
42625	Senior Center Administration	\$30,000.00	\$29,000.00	\$25,000.00	\$25,000.00			
42650	Maintenance Labor Revenue	\$800.00	\$800.00	\$800.00	\$800.00			
42800	RTAP							
42900	Investment (Interest) Income							
44000	Other - Fuel Rebates, etc							
	TOTAL NON-OPERATING REVENUE	\$3,581,187.00	\$3,619,387.00	\$4,861,729.00	\$4,861,729.00			

	TOTAL OPERATING REVENUE	\$4,521,221.00	\$4,526,887.00	\$4,861,729.00	\$4,861,729.00			
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**Mendocino Transit Authority Senior Center LTF Subsidy Program
Fiscal Year 2018/19**

Grand Total TDA Subsidy Allocations	\$ 473,056	\$ 473,056	0%	\$ 493,870.46	4.4%
Senior Center	FY 2016-17	FY 2017- 18	% Annual Change	FY 2018-19	% Annual Change
Anderson Valley	\$ 27,052	\$ 27,052	0%	\$ 10,212	-62.25%
Redwood Coast	\$ 154,011	\$ 154,011	0%	\$ 160,787	4.4%
South Coast	\$ 23,533	\$ 23,533	0%	\$ 24,568	4.4%
Ukiah	\$ 142,217	\$ 142,217	0%	\$ 148,475	4.4%
Willits	\$ 99,744	\$ 99,744	0%	\$ 104,133	4.4%
Subtotal	\$ 446,557	\$ 446,557	0%	\$ 448,175	4.4%
MTA Administration	\$ 26,499	\$ 26,499	0%	\$ 27,664.96	4.4%
Grand Total TDA Subsidy Actually Allocated	\$ 473,056	\$ 473,056		\$ 475,840.18	4.4%
Unclaimed Subsidy Allocation Amounts	\$ -	\$ -		\$ 18,030.29	
15/16 TOA		3,022,621			
16/17 TOA		3,022,621			
% Change		0.00%			

Corrections to TDA Subsidy Allocations for Anderson Valley Senior Center per MCOG					
Anderson Valley	per month	annual	Actual	alleged	
allocated in the past	\$ 1,811	\$ 21,732	\$ 27,052	\$ 30,442	
Current allowed allocation	\$ 851	\$ 10,212			

Agenda Item # 12-B

To: MTA Board of Directors
From: Carla A. Meyer, General Manager
Date: June 27, 2018
Subject: FY 2018-19 Capital Budget

Synopsis:

The FY 2018-19 Capital Budget as presented is based on the model that has been utilized here at MTA for several years.

As shown in this plan, many former funding sources are coming to an end and/or have been defunded at the federal level. While the recent passing of California SB1, would augment a large percentage loss of the federal funds and state bond sale programs, the Los Angeles Times is reporting that the statewide initiative to repeal SB1 has qualified for the November ballot. In a press release issued following the announcement that the measure has qualified, the Coalition to Protect Local Transportation Investments notes that "there are more than 5,000 state and local transportation improvement projects currently underway or planned in every community throughout California," all of which are now at risk.

MTA will be facing significant Capital and Operating funding issues if the measure is repealed.

Funding Sources:

Federal: Of the former 7 programs available to rural transit, only 3 remain.

- 5310 Elderly Disabled: Provides capital funding for vehicles for Dial-A-Ride vehicles and Mobility Management.
- 5311(f) Intercity: Provides funding for routes that connect rural communities to intercity Greyhound depots.
- 5311 Discretionary: Option for both Operating and Capital projects. MTA utilizes all 5311 funds for Operations.

Federal funding no longer available:

- ✓ 5307 – State of Good Repair
- ✓ 5309 – TIGGER
- ✓ 5309 – Bus Program
- ✓ 5316 – Job Access Reverse Commute

State:

- STIP: Formulary funds that are administered by MCOG. At this time, these funds are obligated through FY 2021/22 and for the most part is not a resource that is available to MTA.
- Prop 1B: Modernization (PTMISEA): 10-year bond program that only has no remaining funding cycle.
- Prop 1B: Safety and Security: 10-year bond program that only has one remaining

funding cycles.

- Cap & Trade: Can be utilized for both operating or capital. However, usage is restricted only to projects that expand or increase revenue service.

Local:

- LTF: Local Transportation Funds that are sales tax based and utilized for operating funds.
- STA: State Transit Assistance. These funds can be used for operating expenses based upon a formula mandated by the Transit Development Act (TDA), otherwise are limited to capital expenditures.

Expenses

Vehicle Acquisition: MTA's commitment to air quality by scheduling replacement of all vehicles at the end of their useful lives is essential and has been followed closely since inception.

In the 'Vehicles' section of the Capital Plan, the replacement schedule is designated as follows:

- Fixed Route – Cutaways
- Fixed Route – Heavy Duty
- Senior Center Fleets – By Location

Vehicles highlighted in red indicate replacement and the new vehicle number is indicated in green.

The 'Vehicle Replacement Costs' section of the plan, estimates the cost of each vehicle by type over the next ten years.

Equipment and Minor Facilities:

Under the 'Equipment' tab the purchase detail is provided by Category. These are items necessary to the day to day operation of the agency ranging from Uniforms and office furniture, maintenance equipment, telephones and technology. Detail is listed by fiscal year and also has the added 5-year component.

Major Facilities:

Revamp of the solar canopy to a 440 Transformer has been moved out to FY 2019-20 and final Admin/Ops Building design until 2021/22 due to defunding of federal funding programs that would have been utilized by MTA to construct the Admin/Ops Building. With the potential availability of State of Good Repair funds generated by SB1, an MTA Transit Center project has been added.

Revenue / Expenditures by Fund Type

The Revenue / Expenditures by Fund Type provides a year to year look at each fund by beginning balance, deposits, interest (if applicable), withdrawals and ending balance. These funds are:

- Capital Reserve – MCOG
- State Transit Assistance (STA)
- Other
- Federal – 5310 Bus Program
- State Transportation Improvement Program (STIP)
- Prop 1B (PTMISEA)
- Prop 1B (Safety-Security)
- Cap and Trade

Conclusion:

For FY18-19, MTA has more capital expenditures than funding. Even with the delay of replacement of the 40-foot coach, MTA will need to utilize approximately \$125,000 of Capital Reserve to cover all expenditures. As is the norm, MTA staff will do their best to limit capital purchases to only the most necessary and immediate.

Mid-year, CFO Mark Harvey will present an amended Capital Budget. This budget will reflect audited existing revenues.

Restoration of federal funding programs, defeating the repeal of SB1 and preserving this vital funding source along with increases in the Local Transportation Funds will be critical to stability for FY 2019-2020 and into the future.

Recommendation: Review, approve and adopt ***Resolution 2018-08***, FY 2018-19 Operating and Capital Budget.

TEN YEAR CAPITAL PROGRAM by YEAR

Start Admin/Ops Design in 2019/20.

No-Longer-Available Revenues

	2018/19	2019/20	2020/21	2021/22	2022/23
FEDERAL					
5310 Elderly and Disabled		120000	130000		130,000
5311(f) Intercity					
5311 Discretionary					
5307 State of Good Repair					
5309 TIGGER					
5309 Bus Program					
Other - New Funding Program					
5316 Job Access					
Projected Federal Fund Totals	\$0	\$120,000	\$130,000	\$0	\$130,000

	2018/19	2019/20	2020/21	2021/22	2022/23
STATE					
STIP	44,000				
Prop 1B Modernization (PTMISEA)	308,744		NO LONGER AVAILABLE		
Prop 1B Security	80,437	60,000	NO LONGER AVAILABLE		
MCOG Excess LTF		291,173			
State of Good Repair (SB1)	128,995				
Cap & Trade	70,995				
Projected State Fund Totals	\$633,171	\$351,173	\$0	\$0	\$0

	2018/19	2019/20	2020/21	2021/22	2022/23
LOCAL					
Other					
MCOG Capital Reserve Fund	300,493				
State Transit Assistance		800,000	810,000	820,000	875,000
Other - New Funding Source					
Projected Local Fund Totals	\$300,493	\$800,000	\$810,000	\$820,000	\$1,005,000
TOTAL FUNDS AVAILABLE	\$933,664				

FUND NOT VERIFIED

Expense

	2018/19	2019/20	2020/21	2021/22	2022/23
Vehicle Acquisition:					
Staff Vehicles				\$103,500	
Maintenance Vehicles		\$70,000			
Cutaways - Paratransit		\$250,000	\$255,000		
Cutaways - FR	375,000	\$375,000	\$375,000	\$375,000	\$256,000
Buses - Medium Duty					\$390,000
Buses - Heavy Duty	600,000				\$400,000
Senior Center Vehicles	49,000		\$65,000		
Trolley					
Equipment & Minor Facilities					
Operations	12,000	\$9,500	\$13,500	\$10,000	\$12,000
Vehicle	7,500	\$7,500	\$7,500	\$7,500	\$9,000
Maintenance	170,300	\$14,000	\$18,000	\$6,500	\$14,000
Administration	128,937	\$23,000	\$23,000	\$19,500	\$84,000
Shelters & Benches	2,500				
Security					
Miscellaneous					
Major Facilities					
Transit Center	75,000				
Finalize Admin/OPS Design	\$45,000	\$100,000		\$262,500	
Total Expense	\$1,465,237				

REVENUE / EXPENDITURES BY FUND TYPE

Capital Reserve - MCOG	2018/19	2019/20	2020/21	2021/22	2022/23
Beg. Balance-Unallocated by MCOG	291173				
Deposit	680,635	623,108	623,108	623,108	623,108
Interest	300				
Withdrawal/Expenditure	349,000				
End Balance	\$623,108	\$623,108	\$623,108	\$623,108	\$623,108

State Transit Assistance (MTA - STA)	2018/19	2019/20	2020/21	2021/22	2022/23
Beginning Balance	300,000				
Allocated to Operations	300,000				
interest or adjustment					
budgeted or spent	300,000				
End Balance	\$0				

ESTIMATED AMOUNTS

Other	2018/19	2019/20	2020/21	2021/22	2022/23
Beginning Balance					
Specific Sources					
Income (sale of assets)					
Interest					
Withdrawal/Expenditure					
End Balance		\$0	\$0	\$0	\$0

Federal - 5310 Bus Program	2018/19	2019/20	2020/21	2021/22	2022/23
Beginning Balance		120,000	130,000		130,000
Withdrawal/Expenditure		120,000	130,000		130,000
End Balance		\$0	\$0	\$0	\$0

Transportation Improvement Program (STIP)	2018/19	2019/20	2020/21	2021/22	2022/23
Beginning Balance	0				
Allocated by CTC from>	44,000				
budgeted or spent	\$44,000				
End Balance	\$0	\$0	\$0	\$0	\$0

Proposition 1B (2006) - Public Transit Modernization, Improvement and Service Account - (PTM)	2018/19	2019/20	2020/21	2021/22	2022/23
Beginning Balance	300,493				
received	0				
interest + adjustment	200				
budgeted or spent	300,793				
End Balance	0				

END OF 10-YEAR FUNDING PROGRAM

Proposition 1B (2006) - Transit System Security (Security)	2018/19	2019/20	2020/21	2021/22	2022/23
Beginning Balance	80,437	0			
Appropriated, and allocated to MTA	80,437	60,000			
interest	400	250			
budgeted or spent	\$80,837	60,250			
End Balance	0	0			

END OF 10 -YEAR PROGRAM

Fund usage restrictive. Utilization must be connected to new or expanded revenue

Cap & Trade	2018/19	2019/20	2020/21	2021/22	2022/23
Beginning Balance	15,400	71,245			
Appropriated, and allocated to MTA	128,995	128,995			
Used for Operations	73,400	73,400			
interest	250	350			
budgeted or spent	\$73,400	127,190		rolling forward for electric bus purchase	
End Balance	\$71,245				\$0

TOTAL EXPENDITURES FROM FUND BALANCES	\$799,030	\$307,440			
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FIVE-YEAR CAPITAL PLAN

Equipment Purchase Detail

Category						Five-Year
Project	18/19	19/20	20/21	21/22	22/23	Total
Operations						
Miscellaneous	2,000	2,000	2,000	2,000	\$3,000	\$12,000
Uniforms	3,500	3,500	3,500	4,000	\$4,000	\$18,500
Office Furniture	5000	2,000	2000	2000	\$3,000	\$14,427
RouteMatch AVL, Push to Talk, Route Shout						\$3,000
Computers: Ops Manager				2000		\$3,500
Computers: Training Supervisor			1,500			\$1,500
Computers: Dispatch Supervisor			1,500			\$1,500
Computers: South Coast Supervisor			1,500			\$3,000
Computers:						\$0
Computers: Fort Bragg Supervisor						\$0
Training Equipment	2,000	2,000	2,000	2,000		\$10,000
Transportation Totals	\$12,500	\$9,500	\$15,500	\$12,000	\$10,000	\$70,427
Vehicles						
Miscellaneous	2,500	2,500	2,500	2,500	10,000	22,000
Coach Transmissions and Engines	5000	5000	5000	5000	20,000	45,144
					0	0
					0	0
					0	0
Vehicles Total	\$7,500	\$7,500	\$7,500	\$7,500	\$30,000	\$67,144
Maintenance						
Miscellaneous	3,000	3,000	3,000	3,000	\$3,000	\$20,000
Ukiah Yard Reseal	12,000		12,500			\$35,952
Willits Yard Reseal		4000				\$8,000
Ft. Bragg Yard Reseal	3,000			3,500		\$6,500
Wood seal north wall of shop	5,000					\$8,507
Floor Scrubber			5,500			\$5,500
Break Room Roof				15,000		\$40,000
Wash Bay Brushes		7,000				\$14,000
Window Replacement			8,000			\$8,000
Mitchell Software						\$0
Old Ukiah Shop - Remodel	35,000	35,000				\$70,000
Tire machine, sensor friendly			12,000			\$12,000
Fleet Software	25,000					\$25,000
Zonar Pre-Trip Wireless	25,000					\$25,000
Alignment Equipment	28,000					\$28,000
Emmissions Smoke Tester	2,500					\$2,500
Wash Bay Pumps and Motors	4,800			7,000		\$13,751
Replace Diagnostics Laptop	2,000		2,500			\$4,500
Bob's Computer				2,500		\$4,000
Scaffolding	5,000					\$5,000
Nitrogen Tire Inflation System			25,000			\$25,000
Gas Pumps	20,000					\$20,000
Maintenance Totals	\$170,300	\$49,000	\$68,500	\$31,000	\$3,000	\$382,210

TEN YEAR CAPITAL PROGRAM by YEAR

Equipment Purchase Detail

Category						Five-Year
Project	18/19	19/20	20/21	21/22	22/23	Total
Office - Administration						
Miscellaneous	3,000	3,000	3,000	3,000	3500	\$19,000
Lease Copier for Ukiah/Ft. Bragg	15,000	15,500	16,000	16,500		\$63,000
Heavy Duty Paper Shredder			3,500			\$3,500
Coin Sorter				2,500		\$2,500
Wiring Upgrade	5,000					\$5,000
Managed IT Network/Care	80,437					\$80,437
Office Lighting & Furniture	5,000		1,000		2000	\$9,462
Telephone+Cell, replace + headsets	16,000					\$16,000
Video Conference Ukiah and UVConfCtr						\$0
Web Page TimeTable Design + Install			5,500			\$5,500
Computer - Receptionist	1,500		1,500	1,500		\$4,500
Computer - HR	1,500	1,500				\$4,500
Computer - Accounting Specialist			1,800			\$3,300
Computer - Finance Manager			1,500			\$6,228
Computer - GM		1,500				\$4,000
Computer - Finance Clerk	1,500			1,800		\$3,300
HR - Copier, Recording Equipment	2,500					\$2,500
Administration Totals	\$ 128,937	\$ 21,500	\$ 33,800	\$25,300		\$ 230,227
Shelters and Benches						
Shelters	1,000	1,200	1,500	2,500	\$1,500	\$28,652
Benches (materials)	1,500	1,200	1,500	1,500	\$1,200	\$10,530
Bus Stops & Signs		20,000			\$15,000	\$45,000
1 Stops				150,000		\$150,000
						\$0
						\$0
						\$0
Shelters and Benches Totals	\$2,500	\$22,400	\$3,000	\$154,000	\$17,700	\$234,182
Security						
Install Maintenance Facility Generator					0	0
					0	0
					0	0
					0	0
Security Total	\$0	\$0	\$0	\$0	\$0	\$0

MTA Five -YearCapital Vehicle Replacement Plan

= retire and sell
 = buy

Staff - Vehicles									
Odometer	4 YEARS OR 100,000 MILES								
	Fund	#	Year	Make/Mod	18/19	19/20	20/21	21/22	22/23
	AgWorker	AG 1	09	Escape hybrid - AW			REPLACE		
	STIP	201	11	ChevVolt plug-in-hybrid				REPLACE	
	STA	307	11	Toyota Prius hybrid			REPLACE		
	STA	308	11	Toyota Prius hybrid				REPLACE	
		309		Hybrid - ALL Wheel		BUY		REPLACE	
		310		Hybrid - All Wheel			BUY		
		311		electric			BUY		
		312		hybrid				BUY	
		313		electric				BUY	
		314		electric				BUY	
		315							
		316							

Maintenance - Facilities Vehicles									
					18/19	19/20	20/21	21/22	22/23
	FUND	Van for Cleaning							
		96	07	Sprinter	MTC - F	MTC - F			
		97	07	Sprinter	MTC - U	MTC - U			
	STA	94	19			buy	MTC - F		
	STA	93	19			buy	MTC - U		
	Pickup Truck								
	STA	98	02	Ford E350					
	CAPTIAL R.	95	14		MTC - U	MTC - U	MTC - U		

Dial-a-Ride - Paratransit Vans

Odometer	Type II or Class A									
		5 YEARS OR 150,000 MILES				18/19	19/20	20/21	21/22	22/23
		Fund	#	Year	Make/Mod					
			619	11	Glaval gas					
			620	11	Glaval gas					
			621	11	Glaval gas		DAR			
			622	11	Glaval gas		DAR			
			623	11	Glaval gas			DAR		
			624	13	Glaval gas			DAR		
			625	13	Glaval gas					
			626	13	Glaval gas				DAR	
			627	13	Glaval gas				DAR	
			628	13	Glaval gas					
		PTIMSEA	629	17						
		PTIMSEA	630	18						
		5310/STA	631	18			BUY			
		5310/STA	632	18			BUY			
		5310/STA	633	18				BUY		
		5310/STA	634	19				BUY		
		5310/STA	635	19					BUY	
		5310/STA	636	19					BUY	
		5310/STA	637	19						
		5310/STA	638	19						
		5310/STA	639	20						
			640	27						

Fixed Route - Cutaway

Odometer		Type III or Class C						
		5 YEARS OR 150,000 MILES						
	Fund	#	Year Make/Mod	18/19	19/20	20/21	21/22	22/23
		717	06 Starcraft					
		719	07 Starcraft					
		722	07 Starcraft					
		723	11 Glaval gas					
		724	11 Glaval gas			FR-CUT		
		725	11 Glaval gas					
		726	11 Glaval gas	FR-CUT				
		727	11 Glaval gas	FR-CUT				
		728	11 Glaval VTM hybrid			FR-CUT		
		729	13 Glaval gas			FR-CUT		
		730	13 Glaval gas	FR-CUT				
		731	13 Glaval gas		FR-CUT			
		732	15 Glaval gas		FR-CUT			
		733	16 Glaval gas				FR-CUT	
		734	16 Glaval gas				FR-CUT	
		735	16 Glaval gas				FR-CUT	
		736	16 Glaval gas					FR-CUT
	PTIMSEA	737	18 Glaval gas					FR-CUT
	STIP/PT	738	18 Glaval Gas					FR-CUT
	STIP/PT	739	18 Glaval Gas					FR-CUT
	PTIMSEA	740		BUY				
	PTIMSEA	741		BUY				
	PTIMSEA	742		BUY				
	STA / PT	743			BUY			
	STA	744			BUY			
	STA	745			BUY			
	STA	746				BUY		
	STA	747				BUY		
	STA	748				BUY		
	STA	749					BUY	
	STA	750					BUY	
	STA	751					BUY	
	STA	752						BUY
	STA	753						BUY
	STA	754						BUY
	STA	755						
	STA	756						
	STA	757						
	STA	758						
	STA	759						
	STA	760						
	STA	761						
	STA	762						
	STA	763						
	STA	764						
	STA	765						
	STA	766						

Fixed Route Fleet - Medium Duty Buses

Odometer	Type VII VIII or Class E										
0	0	Life: 7 years or 200,000 miles	Fund	#	Year	Make/Mod	18/19	19/20	20/21	21/22	22/23
				806	12	IC Eaton Hybrid					
				807	12	IC Eaton Hybrid					
				808	15	Cummins			replace		
				809	15	Cummins			replace		
				810	15	Cummins					
			PTIMSEA	811		Replaced w/FR Cutaway					
			PTIMSEA	812		Replaced w/FR Cutaway					
			STA	813					BUY		
			STA	814					BUY		
			STA	815							
			STA	816							
			STA	817							
				818							
				819							
				820							

Fixed Route Fleet - Heavy Duty Buses

Hubometer	Urban Bus Class H		LIFE: 12 YEARS OR 500,000 MILES								
	Fund	#	Year	Make/Mod	18/19	19/20	20/21	21/22	22/23		
		903	97	35' Gillig	training						
		906	99	40' Gillig	replace						
		910	12	40' Gillig Clean Diesel Low Floor							
		911	12	40' Gillig Clean Diesel Low Floor							
		912	12	40' Gillig Clean Diesel Low Floor							
		913	12	40' Gillig Clean Diesel Low Floor							
		914	12	40' Gillig Clean Diesel Low Floor							
		915	13	40' Gillig Clean Diesel Low Floor							
		916	13	40' Gillig Clean Diesel Low Floor							
		917	13	40' Gillig Clean Diesel Low Floor							
		918			BUY						
		919									
		920									
		921									
		922									
		923									
		924									
		925									
		926									

Senior Center Fleets

Type II, or IIA, or Class A
5 YEARS OR 150,000 MILES

Anderson Valley										
		Fund	#	Year	Make/Mod	18/19	19/20	20/21	21/22	22/23
27	54	ARRA	7504	10	Glaval gas			replace		
		5310	7505	17		serv	serv	buy		
	BUY					0	0	1		0

Redwood Coast										
		Fund	#	Year	Make/Mod	18/19	19/20	20/21	21/22	22/23
125	142	5310	7810	03	Goshen					
130	125	5310	7811	05	(State) Eldorado					
45	83	STIP	7814	11	Glaval gas purple					
		5310	7815	14	Glaval gas	back		replace		
			7816	16		serv	serv	serv		
		5310	7817	18		serv	serv	serv		
		5310	7818	19				buy		
	BUY					0	0	1		

South Coast										
		Fund	#	Year	Make/Mod	18/19	19/20	20/21	21/22	22/23
80	97	STIP	7205		MTA Borrowed Bus					
		5310	7206		New Bus					
		5310	7207		Expansion Bus	serv	serv	serv		
	BUY					0	0	0		

Ukiah										
Vehicle #'s		Fund	#	Year	Make/Mod	18/19	19/20	20/21	21/22	22/23
103	122	5310	7112	07	Starcraft					
59	86	STIP	7114	08	(State) Starcraft	backup	backup	replace		
70	97	STIP	7116	09	(State) Starcraft	serv	serv	replace		
	17	5310	7117	14	Glaval	serv	serv			
		5310	7118	15	Glaval	serv	serv			
		5310	7119	17	Accessible Mini-Van	buy		buy		
		5310	7120	19				buy		
			7121	20						
	BUY					0	0	1		

Willits										
		Fund	#	Year	Make/Mod	18/19	19/20	20/21	21/22	22/23
96	95	STA	7407	07	Honda Odyssey					
10	35	5310	7409	12	Glaval gas	serv	serv	replace		
	4	5310	7410	15	Dodge	serv	serv	replace		
		5310	7411					buy		
		5310	7511					buy		
	BUY					0	0	0		

Facility Solarization and Modernization - By Project

Cap #	FY	Project	\$ COST	REVENUE SOURCE					TOTAL		
				Federal		State		Local			
				Grant	Amount	1B Modern	1B Security	STA		Cap & Trade	Reserve
89	12/13	Start Design Admin/Ops	115,868	-	-	-	-	115,868	-	115,868	
89	13/14	Start Design Admin/Ops	902					902		902	
89	19/20	Finish Design Admin/Ops	262,500		210,000	-	-	13,125	39,375	262,500	
	18/19	440 Transformer	100,000								
89	23/24	Construct Admin/Ops	795,000		636,000	-	-	39,750	119,250	795,000	
89	24/25	Construct Admin/Ops	4,280,000		3,424,000	300,000	-	320,000	96,000	140,000	4,280,000
subtotal			5,554,270		4,270,000	300,000	-	489,645	215,250	179,375	5,454,270
TOTAL for design & construction			13,109,595	-	9,740,000	1,523,695	119,619	710,130	215,250	700,901	13,009,595
TOTAL w/ feasibility & environmental			13,229,284	-	9,740,000	1,523,695	119,619	710,130	215,250	820,590	13,129,284

MTA TRANSIT CENTER PROJECT

Cap #	FY	Project	\$ COST	REVENUE SOURCE					TOTAL	
				Federal		State		Local		
				Grant	Amount	1B Modern	1B Security	STA - SGR		Cap & Trade
100	18/19	Transit Center Site Study	75,000					128,995		53,995
100	19/20	Purchase Property						1,000,000		1,000,000
100	20/21	Transit Center Design								
100	23/24	Construct Transit Center								
subtotal										

**MENDOCINO TRANSIT AUTHORITY
RESOLUTION 2018-08**

WHEREAS:

1. MTA policy calls for the adoption of annual balanced budgets and,
2. The MTA Board of Directors reviewed a Draft Budget and Claim for funds on March 28, 2018, and public funds required to balance that budget are adequate, with the potential use of State Transit Assistance and Operating Reserves, and
3. Staff has prepared, and the Board of Directors has reviewed, all details of those budgets.

NOW, THEREFORE, BE IT RESOLVED that the MTA Board of Directors hereby:

Adopt the Proposed Budget as presented to the Board and dated June 27, 2018, as may be revised at the meeting, including:

- MTA Operating Budget
- Senior Center Operating Subsidies
- MTA & Senior Center Capital Plan

ADOPTION of this RESOLUTION was MOVED by Director _ and SECONDED by Director _ at a regular meeting of the MTA Board of Directors on June 27, 2018 by the following Roll Call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

James W. Mastin, Chairman

Carla A. Meyer, General Manager

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AGENDA ITEM #13

TO: MTA Board of Directors
FROM: Carla Meyer, General Manager
RE: General Manager Evaluation
DATE: June 27, 2018

May 23, 2018 was the two-year anniversary for the General Manager Carla Meyer.

As per the MTA Personnel Policy, an annual evaluation is to be conducted by the Board of Directors.

Recommendation: *Appoint Evaluation Committee*

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