



## Board of Directors Regular Meeting Minutes

Wednesday, March 31, 2021

1:30 p.m.

### **MTA Board of Directors in Attendance**

Saprina Rodriguez  
Jim Tarbell, Vice Chair  
Bruce Richard  
Eric Dahlhoff  
Maureen Mulheren  
Tess Albin-Smith  
Josefina Dueñas

### **Staff in Attendance**

Jacob King, Interim Executive Director  
Bob Butler, Maintenance Manager  
Mark Harvey, CFO  
Heather Lindsteadt, HR Director/Recording Secretary  
Sara Marquez, Assistant Clerk of the Board

*Due to the Shelter in Place Order issued by Mendocino County Public Health on March 17, 2020, and pursuant to Governor Newsom's Executive Orders N-33-20 and N-25-20, members of the MTA Board of Directors will participate in this meeting via teleconference or videoconference.*

### **AGENDA ITEMS**

#### **A. CALL TO ORDER:**

Chairwoman Rodriguez called the meeting to order at 1:31 p.m.

Proclamation of Appreciation for Director Dan Gjerde was read. MTA directors express their gratitude to Director Gjerde for serving on the MTA Board for 10 years.

#### **B. PUBLIC COMMENT**

Loretta Ellard, Mendocino County of Government (MCOG) requested MTA staff read a communication related to updating the Mendocino County Regional Transportation Plan and would like to hear from Mendocino Transit Authority Board and community members about

transportation needs. Letter is hereby made part of these minutes by reference.

### C. CLOSED SESSION

The Board adjourned to Closed Session to meet on:  
Conference with Legal Counsel - Anticipated Litigation Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(2) One Case

#### Announcement out of Closed Session

No reportable action taken.

### D. CONSENT CALENDAR

1. Approval of Minutes of February 24, 2021 Board Meeting
2. Approval of Minutes of March 5, 2021 Special Board Meeting
3. Acceptance of Service Performance Report
4. Acceptance of Financial Statements – July 1, 2020 through January 31, 2021

**Upon motion** by Director **Mulheren**, seconded by Director **Albin-Smith** the Board approved Consent Calendar items C.1 through C.4 by roll call vote. **AYES:** Tarbell, Albin-Smith, Dahlhoff, Mulheren, Dueñas. Chairwoman Rodriguez **NOES:** 0, **ABSTAIN:** 0, **ABSENT:** Richard

### E. ACTION & DISCUSSION

1. **Unmet Needs:**  
Director **Tarbell** would like to see the coaster Route #60 retuned to regular schedule or at least 1 round trip in the middle of the day.
2. **Discussion and Possible Adoption of Resolution 2021-05 Authorizing the Executive Director to apply for federal Section 5339(c) Low or No Emissions Grant Program to Secure Funding for 3 Battery Electric Cutaway Vehicles and Associated Charging Infrastructure as well as Project Management, Engineering, and Training costs.**

**Upon motion** by Director **Mulheren**, seconded by Director **Richard** the Board Authorized the Executive Director to apply for federal Section 5339(c) Low or No Emissions Grant Program by roll call vote. **AYES:** Tarbell, Richard, Albin-Smith, Dahlhoff, Mulheren, Dueñas. Chairwoman Rodriguez **NOES:** 0, **ABSTAIN:** 0, **ABSENT:**0

3. **Discussion and Possible Adoption of Resolution 2021-06 Authorization for the Execution of the Certifications and Assurances and Authorized Agent**

**Forms for the Low Carbon Transit Operations Program (LCTOP) for the following project(s): Purchase Zero Emission Cutaway Vehicle and Continuation of Fare Free Ride Program.**

**Upon motion** by Director **Mulheren**, seconded by Director **Tarbell** the Board Authorized the Execution of the Certifications and Assurances and Authorized Agent Forms for the Low Carbon Transit Operations Program by roll call vote. **AYES:** Tarbell, Richard, Albin-Smith, Dahlhoff, Mulheren, Dueñas. Chairwoman Rodriguez **NOES:** 0, **ABSTAIN:** 0, **ABSENT:**0

**4. Discussion and Possible Adoption of Resolution 2021-07 Adopting an Amended Budget for Fiscal Year 20-21.**

**Upon motion** by Director **Tarbell** seconded by Director **Richard** the Board Adopted Resolution 2021-07 Approving an Amended Budget for Fiscal Year 20-21 by roll call vote. **AYES:** Tarbell, Richard, Albin-Smith, Dahlhoff, Mulheren, Dueñas. Chairwoman Rodriguez **NOES:** 0, **ABSTAIN:** 0, **ABSENT:**0

**F. DIRECTOR AND MANAGEMENT REPORTS**

**1. Matters from Management**

Executive Director Jacob King reported that he has been learning a lot. He said that he has been invited to participate as a speaker at the spring CALACT conference because of the great work that MTA has been doing.

Bob Butter, Maintenance Manager, report that MTA will be getting the first electric bus which will go into service in Willits. He also reported that he had finish remodeling the operations facility.

Dawn White, Mobility Manager, reported that she has been doing a lot more ADA's applications so that means that more agencies are opening and getting their clients ready to use public transportation again.

Heather Lindsteadt, HR Director, reported that MTA is recruiting one more South Coast Driver.

Mark Harvey, CFO He reported that he will be focusing on the 2021-2022 Operating and Capital budgets for the next Board meeting.

**3. Matters from Directors**

Director **Tarbell**, asked for a status update on the MTA Administration Building and if MTA thinks there's money to finance it.

Executive Director King responded that the administration building is still on the table and that MTA is saving funds for this project.

Director **Richard** asked about what services MTA is going to add in the coming months. Executive Director King responded that he has been working with City of Ukiah engineer to provide a bus to service Brush Street and Todd Grove Park. It will be presenting to the board in April for approval.

Director **Albin-Smith** mentioned that MTA might need a Grant Manager. She also requested to be able to download the board packet from the website. She also votes on Hybrid style meetings.

Director **Dahlhoff**, nothing to report.

Director **Mulheren** reported that she has been working with the vaccine clinics and mentioned that schools are reopening half days.

Director **Dueñas**: nothing to report.

## **G. ADJOURN**

Chairwoman Rodriguez adjourned the meeting at 3:35 p.m.