



**Board of Directors
Regular Meeting Minutes**

Wednesday January 31, 2024

1:30 p.m.

MTA Directors in Attendance

Saprina Rodriguez, Chair
Jim Tarbell, Vice Chair
Bruce Richard
Tess Albin-Smith
Dan Gjerde
Susan Sher

MTA Directors Absent

Dan Doyle

Staff in Attendance

Jacob King, Executive Director
Luis Martinez, Operations Manager
Mark Harvey, CFO
Dawn White, Mobility Manager
Bret Byrd, Maintenance Manager
Sara Marquez, Assistant Clerk of the Board

Staff Absent

Becky Oseguera HR Director
Bob Butler, Retired Annuitant

Under Governor Newsom's Executive Orders N-29-20 revised on June 11, 2021, and Executive Order N-08-21 revised on June 11, 2021, and under AB 361, members of the MTA Board of Directors will participate in this meeting via teleconference or videoconference.

AGENDA ITEMS

- A. CALL TO ORDER** - Chair Rodriguez called the meeting to order at 1:34 pm

- B. PUBLIC COMMENT** – None

C CONSENT CALENDAR

1. Approval of Minutes of December 6, 2023 Regular Board Meeting
2. Acceptance of Preliminary Unaudited Financial Statements July – November 2023
3. Acceptance of Service Performance Report
4. Approval, CalACT Spring Conference, approve attendance for the Executive Director

Upon Motion by Director **Sher** seconded by Director **Albin-Smith**, the Board accepted the Consent Calendar C1– C4 by roll call vote: **AYES:** Tarbell, Richard, Albin-Smith, Gjerde, Sher, and Chair Rodriguez **NOES:**0 **ABSTAIN:**0 **ABSENT:** Doyle.

D. ACTION & DISCUSSION

1. Unmet Needs- Requested night bus service for local Route #9, another request by a passenger was to add a stop at San Francisco Ave. in Willits, CA. A request from the coast a passenger requested service from Fort Bragg to Sea Ranch., Ca. for morning and evening service.

2. Special Events Calendar-

Executive director gave a list of Special events that MTA has been participating in the past years.

Director Albin-Smith mentioned that the Ft. Bragg Blue Economy Event needed to be removed from the calendar because that event is not happening.

Director Gjerde suggested that Executive director King and CFO Mark Harvey look at the total cost of this different events and bring it back in future in an agenda item and from there make a recommendation.

Janice Littreall, Executive director for the Fort Bragg Chamber of commerce attended the to request MTA Trolley shuttle service for the Whale Festival event that is happening on March 2, 2024 from 12:00 pm. To 4pm. The chamber is willing to donate for the services.

Upon Motion by Director **Albin- Smith** seconded by Director **Richard**, the Board accepted the Whale Festival Event for March 2, 2024 to be added to the Special Events Calendar by roll call vote: **AYES:** Tarbell, Richard, Albin-Smith, Gjerde, Sher, and Chair Rodriguez **NOES:**0 **ABSTAIN:**0 **ABSENT:** Doyle.

3. Procurement of Diesel Engine Bus

This item is necessary, this is what the Executive Director King mentioned at the beginning of the meeting. We must acquire 2 Clean Diesel Freightliners to support our remaining fleet due to catastrophic Mechanical failures totaling five in the past year.

Upon Motion by Director **Albin- Smith** seconded by Director **Tarbell**, the Board approved to acquire 2 Diesel Freightliner total cost of no more than \$550, 000.00 by roll call vote:

AYES: Tarbell, Richard, Albin-Smith, Sher, Gjerde and Chair Rodriguez **NOES:**0 **ABSTAIN:**0 **ABSENT:** Doyle.

2 members of the public spoke on behalf of this item, both members were going to speak against the Diesel buses but after listening to the Executive director one member said that he was very impress about all he learned and of what the situations is, and he thanked everyone at MTA for all the good work that they are doing. The second member was very pleased with all the information too and thanked all MTA staff for all they are doing.

E. DIRECTOR AND MANAGEMENT REPORTS

1. Matters from Management

Jacob King, Executive Director reported that SB125 was submitted to the state and is waiting for the approval of the submitted projects. King also mentioned that he and Mark Harvey, CFO, are working on budget amendments and should have a revenue budget amendment in February.

King is also happy to announce that Redwood Coast Express will start service to Ukiah from Eureka, Ca on February 5, 2024 and thanks the board of directors, senator, and supervisors for this big 4 years project that is finally happening.

Dawn White, Mobility Manager reported that she is working on advertising the new service from Redwood Coast Express to Ukiah on the local newspapers, radio, and social media. White mentioned that she will be working on a meeting with the Seniors Centers next, since they haven't met since the pandemic.

Bret Byrd, Maintenance Manager reported that MTA have just register all heavy-duty vehicles with CARB (California Air Resources Board) a new law beginning January 1, 2024, trucks must be registered in the CARB Online System to conduct drayage activities in California. Byrd also mentioned that he and another mechanic got certified to do smog testing.

Mark Harvey, CFO reported that he was notify by the county's auditor's office on Monday that the revise budge closed 22-23 which we will be making notifications for our auditors 22-23 fiscal audit and will be working with Executive Director King on revising the budgets.

Luis Martinez, Operations Manager reported that the Route 65 CC Rider will change on February 5, 2024 to accommodate to make connections with the Redwood Coast Express. Martinez also mentioned that MTA is still looking for drivers, and that there are 2 drivers in training and testing, 1 for the Coast and 1 for Ukiah and hopefully will be full staff in Fort Bragg.

2. Matters From MCOG.

No reports.

3. Matters from Directors

Director Sher would like to see more transparency and she is concerned about the public not being able to participate via zoom since sometimes is difficult for people to attend in person. and mentioned that she didn't see any public comments attached to the agenda.

Chair Rodriguez responded that we don't attach every letter to the agenda unless is requested. Anyone can request to have the letter read during the meeting. Rodriguez will ask our legal opinion if the public can attend the meeting via zoom.

Director Albin-Smith shared that a musician took the bus from Hopland to Eureka, on the new route from Redwood Coast Express and he thought that was amazing service and trip. Another passenger from Turlock took AMTRACK to Ukiah and then the CC Rider to Fort Bragg to listen to the symphony and though that was an amazing trip. 2 beautiful stories from passengers using our MTA services.

Director Tarbell wanted information about the proposal from the City of Ukiah's new transit center location. The new location is on West Perkins St.

Director Gjerde, reported that he and the MTA staff along with MCOG staff met with Mendocino Co. treasurer and provided MTA with projections for sale tax and the one thing that Gjerde learned is that the auditor's office has a spreadsheet that shows a 3-year average and that shows why it spiked during covid because of the home improvements and increase the sale tax revenue, right now is normalizing but it will require cutting on the budget. He mentioned that Executive director King and CFO Harvey will prepare a future agenda item with more details.

Chair Rodriguez mentioned that in the past weeks she had a few complaints about directors conflict of interest and conversations about taking place in open meetings that show preferences to themselves and mentioned that she shared those concerns and comments with executive director King and talked about how we might need a legal opinion on how to handle the matter and that brings up the question that if directors really want letters attached to agenda when something really is not appropriate to be attached as a matter of record.

The meeting adjourned at 3:21 p.m. to go to Closed Session

B. CLOSED SESSION

Closed session pursuant to Government Code 54957: Public Employee Performance Evaluation – Executive Director

Closed Session adjourned at 3:41 pm.

C. ANNOUNCEMENT OUT OF CLOSED SESSION

Open regular Session reconvened at 3:41 pm.

Chair Rodriguez reported that during closed session directors discussed the evaluation of Executive Director Jacob King and have put together a process for his evaluation Chair Rodriguez appointed director Gjerde, Albin- Smith and herself in a committee for salary for Executive director King.

Open Session adjourned at 3:42 pm.

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