



**Board of Directors  
Regular Meeting Minutes**

Wednesday February 28, 2024

1:30 p.m.

**MTA Directors in Attendance**

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

**MTA Directors Absent**

Bruce Richard

**Staff in Attendance**

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

**Staff Absent**

Bret Byrd, Maintenance Manager

*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

Director Abin- Smith joined the meeting at 2:00 pm

**B. PUBLIC COMMENT –**

Linda Sanders a member of the public spoke regarding a letter that she sent last month for the board meeting to be read on an item on agenda Item D3, and she was told not by any of the MTA staff or clerk but by one of the board members that the letter wasn't read.

The other comment was regarding the changes to Route #65 due to new connections with the Humboldt County Transit.

### **C. CONSENT CALENDAR**

1. Approval of Minutes of January 31, 2024 Regular Board Meeting
2. Acceptance of Preliminary Unaudited Financial Statements July – December 2023
3. Acceptance of Service Performance Report

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

### **D. ACTION & DISCUSSION**

1. Unmet Needs-None
2. Acceptance of Ukiah Transit Center feasibility study. Presentation by LSC

**Justine Marmesh** and **Gordon Shaw** from LSC Transportation Consultants presented the Final Ukiah Transit Center Feasibility study.

A brief overview of the planning process was presented. Justine talked about the draft final study and what's new, the courthouse site that we recently analyzed, as well as gathering any final comments from everyone at the meeting. And then the acceptance of the study.

**Director Doyle**, participated as a member of the public and wanted an update on the Transit Center facilities.

**Director Sher**, addressed the need for public restrooms to be nearby and that the courthouse will meet that need.

**Director Gjerde**, stated, that this project is going to be most successful if the City of Ukiah participates formally with MTA staff.

**Chair Rodriguez**, stated, that the city of Ukiah should be very involved in the planning process, but asked that the city of Ukiah would also consider the residents of the county and the impact that it has on them as a whole. The only thing I would ask is that we consider all

the riders within the county to do what is best for them as well as the city of Ukiah.

**Upon Motion** by Director **Gjerde** seconded by Director **Tarbell**, the Board accepted the Ukiah Transit Center Feasibility study and directed MTA staff to work with City of Ukiah staff to develop a technical team to review the 3 sites and bring back recommendations at a later meeting on the preferred site of the 3 by roll call vote: **AYES:** Tarbell, Albin-Smith, Gjerde, Sher, and Chair Rodriguez **NOES:**0 **ABSTAIN:** Doyle. **ABSENT:** Richard

### 3. Special Events Economic Report

**Executive Director King**, presented the cost to MTA for each special event as requested by the board.

## E. DIRECTOR AND MANAGEMENT REPORTS

### 1. Matters from Management

**Jacob King**, Executive Director reported that he is Working with MCOG staff, and met with their executive committee. A couple of weeks ago, they went over the current year's LTF numbers, and tomorrow they will be going over the next year's LTF estimates going forward. CFO Harvey and King have been amending the budget for the current year and will be presenting an amended budget in March, a preliminary budget in March, and a preliminary capital budget in March, if time allows. So, it's budget amendments for the current fiscal year and then one-year budgeting forward.

**Mark Harvey**, CFO reported that he is presently working with the auditors to complete the fiscal year 22/23 audit, which the draft will be presented at the March board meeting. Working with Executive Director King to revise the budget and the drafting the 24/25 operating budget.

**Dawn White**, Mobility Manager -No report

**Luis Martinez**, Operations Manager reported that there is a driver who will be starting training for the South Coast Route next week and that the Whale Festival in Mendocino will be happening on Saturday, March 2, 2024, and MTA will be participating.

## 2. Matters From MCOG.

**Loretta Ellard**, reported that on Monday, March 4, 2024 MCOG's Board meeting is their annual public hearing.

Ellard also mentioned that MCOG will be hosting the Transportation Commission at a town hall in Fort Bragg on April 17th and 18th. So, they are getting the word out on that soon.

## 3. Matters from Directors

**Director Sher** shared that sometimes she looks at the website called Nextdoor, where people post some inappropriate things, but often community concerns. And there was a very unfortunate posting with a photo of the MTA bus shelter on Brush Street that, my understanding is not being used, and it was covered with dog poop she thought it was a joke. And someone wrote in and said, "Who's in charge of this? "Who can we ask to clean it up?" And then some people said, "Oh, it's the County Department of Transportation. "It's the city of Ukiah." I didn't want to speak for MTA, but it was disgusting. Director Sher asked if MTA was aware of this.

**Executive Director King**, responded to Director Sher's comment that MTA is aware and that it has been happening all over Ukiah and that MTA cleaners are going out every day and have to clean them up completely. We are aware we have some community input and we've been working with some community outreach trying to get it remedied.

**Director Albin-Smith** highlights that the whale festival in Mendocino this weekend March 2, 2024 is happening, and then in two weeks, there'll be the whale festival in Fort Bragg.

**Chair Rodriguez**, reported that had to postpone the closed session to discuss the executive director's evaluation because the committee wasn't able to get the items out. There will be a closed session at the next board meeting on March 27, 2024.

The meeting was adjourned at 3:01 p.m.

### **Americans with Disabilities Act (ADA) Compliance**

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