



**Board of Directors
Regular Meeting Minutes**

Wednesday, June 26, 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

George West

Staff in Attendance

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

Staff Absent

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.

Director Albin-Smith joined the meeting at 1:35 pm.

AGENDA ITEMS

A. CALL TO ORDER– Chair Rodriguez called the meeting to order at 1:31 pm

B. PUBLIC COMMENT- None

C. CONSENT CALENDAR

1. Approval of Minutes of May 29, 2024 Regular Board Meeting
2. Acceptance of Preliminary Unaudited Financial Statements July – April 2024
3. Acceptance of Service Performance Report
4. Acceptance of the Board Meeting Schedule

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

D. ACTION & DISCUSSION

1. Unmet Needs- Director Sher would like to request to add one operating electric bus in Ukiah of whatever size.
2. FY 24/25 Operating Budget

Upon Motion by Director **Sher** seconded by Director **Albin-Smith**, the Board accepted Resolution 2024-05 Adopting the MTA Operating Budget for Fiscal Year 2024- by roll call vote: **AYES:** Tarbell, Albin-Smith, Gjerde, Sher, and Chair Rodriguez **NOES:**0 **ABSTAIN:** Doyle **ABSENT:** West.

3. FY 24/25 Capital Budget

Upon Motion by Director **Sher** seconded by Director **Albin-Smith**, the Board accepted Resolution 2024-06 for MTA Capital Budget for Fiscal Year 2024-2025 by roll call vote: **AYES:** Tarbell, Albin-Smith, Gjerde, Sher, and Chair Rodriguez **NOES:**0 **ABSTAIN:** Doyle **ABSENT:** West.

4. Approve Amendment for the Executive Director Contract

Upon Motion by Director **Gjerde** seconded by Director **Albin-Smith**, the Board approves the Amendment to the Employment Agreement for Executive Director Jacob King to adjust the yearly annual salary to \$130,351.53 effective January 27, 2024, and authorizes Executive Director King to attend certain industry meetings and conferences on behalf of MTA. by roll call vote: **AYES:** Tarbell, Albin-Smith, Gjerde, Sher, and Chair Rodriguez **NOES:**0 **ABSTAIN:** Doyle **ABSENT:** West.

E. DIRECTOR AND MANAGEMENT REPORTS

1. Matters from Management

Luis Martinez, Operations Manager, mentioned that it's a special events season and there are a few events in July for the 4th of July celebration in Point Arena and MTA is going to be supporting with shuttling.

Bret Byrd, Maintenance Manager, reported that they are going to be doing a close-out of the fiscal year and then inventory coming up which is a big project.

Mark Harvey, CFO, reported that he is working on updating and enhancing financial systems and closing the FY23-24 fiscal year, and getting prepared ultimately for the audit, which will be his eighth fiscal audit. And just carry on updating the budget if more information is available on those two budgets.

Dawn White, Mobility Manager, reported that she and the Executive Director King met with the senior centers just to kind of get together to do a general check-in and to let them know that MTA is here to support them, we also checked in with MCOG to talk about this year's budget and the different grants that could be available for the senior centers and advertising hoping that maybe they'll take on some advertising on their buses and that will be another revenue stream that they can tap in too. Also, MTA is renewing the contract with Redwood Coast Regional Center and working with UVA projects to make sure people have the transportation they need to get to the UVA programs here in Ukiah.

Executive Director Jacob King, No report

2. Matters From MCOG.

No Report

3. Matters from Directors

Director Sher suggested that it would be a good idea to pull out the SRTP and start thinking about revising some of those routes that were shown in the last meeting from the presentation on the short-range transit, instead of waiting for the transit center, which could be tragically a long time.

Saprina Rodriguez, Chair No Report

Director Gjerde, suggested having a presentation by Sonoma Clean Powers he thinks that it will be helpful to see the survey results and also hear from some Clean Power staff, about what kind of programs they might be looking at a staff level to fund in Sonoma and Mendocino counties. A 30-minute presentation will be on the agenda when there is lighter stuff on the agenda.

F. ADJOURN

The meeting adjourned at 2:47 p.m.

Americans with Disabilities Act (ADA) Compliance

Mendocino Transit Authority complies with the AMERICANS WITH DISABILITIES ACT (ADA). Upon request, MTA will attempt to reasonably accommodate individuals with disabilities by making meeting material available in appropriate alternate formats under Government Code Section 54953.2 and Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132). Anyone requiring reasonable accommodation to participate in the meeting should contact Sara Marquez at Mendocino Transit Authority by calling (707) 234-6456 or by email at sara@mendocinotransit.org at least 72 hours before the meeting.

DRAFT