



**Board of Directors
Regular Meeting Minutes**

Wednesday, December 10, 2025,

1:30 p.m.

MTA Directors in Attendance

Tess Albin-Smith- Chair
Susan Sher
Dan Doyle
George West
Maureen Mulheren
Matthew Alaniz

MTA Directors Absent

Jim Tarbell, Vice Chair

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

Public Participation

Members of the public may attend the meeting in person at any of the posted meeting locations listed above. Public comments will be accepted in person during the Public Comment period and during each agenda item. Comments are limited to three (3) minutes per person so that everyone has an opportunity to speak. Members of the public may also submit written comments prior to the meeting by emailing sara@mendocinotransit.org. Written comments received before the close of public comment will become part of the official meeting record. For agenda materials, please visit the MTA website at: <https://mendocinotransit.org/board-meetings>

AGENDA ITEMS

A. CALL TO ORDER– Albin-Smith- Chair, called the meeting to order at 1:32 pm

B. PUBLIC COMMENT-

A member of the public requested that bus turn-outs be considered in the School Street streetscape project. The Chair noted the item was not agendaized and directed staff to return with the issue at a future meeting.

Director Alaniz attended the meeting at 1:34 pm

A. CONSENT CALENDAR

1. Approval of Minutes of October 29, 2025, Regular Board Meeting
Action: Approve October 29, 2025, Meeting Minutes
2. Acceptance of Preliminary Unaudited Financial Statements July-September 2025
Action: Approve Preliminary Unaudited Financial Statements
3. Acceptance of Service Performance Reports July-October 2025
Action: Approve Service Performance Report
4. Acceptance of GASB 68 Report
Action: Approve GASB 68 Report

Upon Motion by Director **Mulheren** seconded by Director **Sher**, the Board Approved Consent Calendar A1 to A4 by roll call vote: **AYES:** Doyle, Sher, West, Mulheren, Alaniz, and Chair Albin-Smith. **NOES:** 0, **ABSTAIN:** 0, **ABSENT:** Tarbell.

B. ACTION & DISCUSSION

1. Unmet Needs- NONE
Action: Solicit Public Input
2. Discussion and Possible Approval of Resolution 2025-12 Approving MTA's updated EEO Policy
Action: Accept Updated EEO Policy

Upon Motion by Director **Sher**, seconded by Director **West**, the Board Approved Resolution 2025-12 Approving MTA's updated EEO Policy recommended by council by roll call vote: **AYES:** Doyle, Sher, West, Mulheren, Alaniz, and Chair Albin-Smith. **NOES:** 0, **ABSTAIN:** 0, **ABSENT:** Tarbell.

3. Discussion of Systemwide Fare Realignment and Simplification

Action: Provide Direction to Initiate a systemwide fare review

Staff presented preliminary fare simplification concepts, including fare capping and revised pass options to improve equity and encourage ridership. No action was taken. The Board directed staff to continue analysis and return with a formal proposal.

E. DIRECTOR AND MANAGEMENT REPORTS

1. Matters from Management

Mark Harvey, CFO, reported that audits are underway and progressing on schedule.

Bret Byrd, Maintenance Manager, reported that three new electric buses are nearing completion and will expand the electric fleet upon delivery.

Dawn White, Mobility Manager, reported that the seasonal trolley service launched successfully with strong initial ridership. Outreach and promotional efforts are ongoing, and planning has begun for MTA's 50th anniversary in 2026.

Luis Martinez, Operations Manager, reported that driver evaluations are nearly complete, recruitment continues, and a recent insurance "Secret Rider" review showed excellent results: drivers were friendly and knowledgeable, with only minor areas for improvement. Overall, the performance received an outstanding grade.

Jacob King, Executive Director, reported on discussions with the local college regarding continuation of the student ride program. Provided an update on the solar infrastructure project, noting potential increases in energy production and evaluation of replacement versus expansion options.

2. Matters From MCOG

James Sookne, reported that MCOG submitted a Highway 20 corridor planning grant and will coordinate with MTA if funding is awarded..

3. **Matters from Directors**

Director Mulheren, Noted potential changes to representation at the January Board of Supervisors meeting and expressed appreciation for the opportunity to serve.

Director Albin-Smith, Reported on recent and upcoming Fort Bragg community events and thanked MTA for transportation support.

Director Alaniz, Reported on City of Willits policy updates supporting local businesses while maintaining transit access and noted ongoing efforts to stabilize city finances.

Director Sher, Reported on City of Ukiah solar and battery backup projects and announced upcoming community engagement events related to multimodal planning.

F. **ADJOURN**

The meeting adjourned at 2:44 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.