

Regular Meeting Agenda

May 23, 2013

1:30 pm

Ukiah

Vide-Conferenced with:

Fort Bragg

Ukiah Valley Conference Center
200 South School Street
Riesling Room

Diana Stewart Fort Bragg Division
190 East Spruce
Conference Room

AGENDA ITEM	PAGE
1. Call to Order	
Public Comment: Anyone is welcome to attend MTA Board meetings to address items that are on the agenda, or to bring other transit related matters to the attention of the Board. The time limit is 3 minutes per speaker.	

CONSENT CALENDAR

2. Minutes of March 28, 2013 Board Meeting <u>Action:</u> Approve	1
3a. Service Performance Report: Winter Quarter FY12/13	5
3b. And March 2013 <u>Information</u>	11
4. Financial Report: March 2013 <u>Information</u>	17
5. Board Meeting Dates and Locations: <u>Information</u>	23
6. Capital Program: Update/Progress Report <u>Information</u>	25

<u>AGENDA ITEM</u>	<u>PAGE</u>
ACTION & DISCUSSION	
7. Mobility Management Program <u>Information</u>	oral
8. Facility Modernization and Solarization Program, Maintenance Facilities Project: Progress Report <u>Information</u>	oral
9. Facility Modernization and Solarization Program, Solar Canopy Project and Admin Building Design <u>Information</u>	oral
10. FY 2013/2014 Operating Budget Overview <u>Action: Discuss and Provide Direction</u>	27
11. Management Report	oral
12. Matters from Directors	oral

CLOSED SESSION

Public Employee Appointment: General Manager - pursuant to GC 54957

13. Report out of Closed Session

14. General Manager's Contract

Action: Authorize Board Chairman to enter into agreement with
General Manager

ADJOURN Anticipated adjournment is 3:30 pm

Americans With Disabilities Act (ADA) Compliance

The Mendocino Transit Authority complies with ADA requirements and, upon request, will attempt to reasonably accommodate individuals with disabilities by making meeting material available in appropriate alternative formats (pursuant to Government Code Section 54953.2). Anyone requiring reasonable accommodation to participate in the meeting should contact the Administrative Secretary by calling (707) 462-5765 at least five days prior to the meeting.

Agenda #2

Mendocino Transit Authority

Board of Directors

Regular Board Meeting March 28, 2013

Ukiah Video-Conferenced with Fort Bragg

Present: Tarbell, Courtney, Gjerde - Fort Bragg; Thomas, Mastin
- Ukiah
Staff: Baxter - Fort Bragg, Webster, Butler - Ukiah
Excused: Cross, Strong
Others:

Chair **Mastin** called the Meeting to order at 1:45 PM.

Chair **Mastin** asked for Public Comment; there was no public comment.

CONSENT CALENDER

Agenda Item #2: Minutes February 28, 2013 Regular Board Meeting and Minutes of February 8, 2013 Special Board Meeting
Agenda Item #3: Service Performance Report: January 2013
Agenda Item #4: Financial Report: January 2013
Agenda Item #5: Board Meeting Dates and Locations: Moved to Action Item #7
Agenda Item #6: Capital Program: Update/Progress Report

Consent Calendar Items #2 and 6.

Approved by a Roll Call Vote:

AYES: Gjerde, Tarbell, Courtney, Thomas, Mastin
NOES: None
ABSTAIN: None
ABSENT: Cross, Strong

Agenda Item # 7: Mobility Management Report: Item presented by Interim GM **Baxter** for information only; no action was taken by the Board.

Agenda Item #8: Facility Modernization and Solarization Program, Maintenance Facilities Project: Progress Report: Item presented by Maintenance Manager **Butler**. He reported that the building

permit was signed off by the County and all necessary paperwork is being signed and completed to officially close out the project. Item was presented for information only; no action was taken by the Board.

Agenda Item #9: Facility Modernization and Solarization Program, Solar Canopy Project and Admin Building: Item presented by Interim GM **Baxter**. He reported that the design work is finished and the necessary documentation will be submitted to the County today or tomorrow and staff is waiting for the City of Ukiah's approval. Construction should start in about two weeks.

He also reported that MTA got the final design and cost estimate for the new Admin/Ops Building and that the preliminary estimate was \$3.8 million. Item was presented for information only; no action was taken by the Board.

Agenda #10: Capital Budget Adjustment, Claim Revision, Action: Review, adopt Resolution 2013-02: Item presented by Interim GM **Baxter**. He reported that during the preparation for the audit, staff noticed that that Capital Budget estimated too much from the sale of the old buses and the planned amount of STA funds was overly optimistic.

In order to balance the Budget, the claim to MCOG for STA needs to be revised to a total of \$377,512, of which \$366,005 comes from "new" STA funds.

Moved by Dir. **Thomas** and Seconded by Dir. **Tarbell** to adopt Resolution 2013-02 amending FY 2012/13 Capital Budget including a claim for additional STA funds.

Approved by a Roll Call Vote:

AYES: Gjerde, Tarbell, Courtney, Thomas, Mastin
NOES: None
ABSTAIN: None
ABSENT: Cross, Strong

Agenda Item #11: FY 2011/12 Fiscal & Compliance Audit, Action: Accept: Item presented by Finance and Personnel Manager **Webster**. She explained that MTA had a new auditor this year with little experience in TDA, so the process was a little more involved than in years past. She had a good audit with no findings and only one recommendation. She reviewed the audit that was attached electronically to the Board packet.

Moved by Dir. **Thomas** and Seconded by Dir. **Courtney** to accept the Fiscal and Compliance Audit and Single Audit.

Approved by a Roll Call Vote:

AYES: Gjerde, Tarbell, Courtney, Thomas, Mastin
NOES: None
ABSTAIN: None
ABSENT: Cross, Strong

Agenda Item #12: FY 2013/14 Draft Budget and Claim for Funds, Action: Adopt Resolution 2013-03: Item presented by Finance and Personnel Manager **Webster**. She reminded the Board that the MTA Operating Budget process begins with a baseline Budget. It assumes no changes in service, compensation, personnel, or fares. She reviewed the expenses and revenues of the Draft Operations Budget with the Board. She explained the bottom line was that MTA has a \$145,668 deficit based on the loss of revenue and increase in expenses.

She reviewed the Senior Center operating subsidies, and explained that the Senior Centers receive the same %change in TDA funds that MTA does.

She stated that in the FY 2013/14 Capital Budget MTA is purchasing 11 vehicles and two Senior Vehicles mostly through STIP funding.

She explained that it was not necessary, at this time, to submit a balanced budget. The law only requires that transit operators submit the annual claim for funds by April 1.

Staff recommends the adoption of Resolution 2013-03 which authorizes submittal of the attached Claim for Funds.

Moved by Dir. **Tarbell** and Seconded by Dir. **Thomas** to adopt Resolution 2013-03 authorizing submittal of Claims and Grant Applications for Fiscal Year 2013/2014.

Approved by a Roll Call Vote:

AYES: Gjerde, Tarbell, Courtney, Thomas, Mastin
NOES: None
ABSTAIN: None
ABSENT: Cross, Strong

Agenda Item #13: Management Report: Finance & Personnel Manager **Webster** thanked Dir. **Courtney** for emailing her about hearings

for Cap & Trade. She stated that the California Transit Association (CTA) is very actively lobbying about investment in transit in Cap & Trade. They are optimistic that the outcome for transit will be very good.

Agenda Item #14: Matters from Directors: Dir. **Tarbell** notices that the C C Rider run is by far the most profitable and he asked if staff had every thought of operating additional service on the route.

Chair **Mastin** responded that it has been discussed and the additional service for the route is on the unmet transit needs list. It is a matter of coming up with the funding.

Chair **Mastin** also reported on his trip to Gillig with Interim GM **Baxter** and his wife, Donna. He stated it was absolutely fascinating watching the MTA buses move down the line.

He also reported the he and Interim GM **Baxter** went to Sacramento to participate in the Transit 101 lobbying effort by CTA to help educate new legislatures and their staff on transit issues.

CLOSED SESSION:

Moved to Close Session at 3:05 PM

Appointment of the General Manager/Candidate Interviews - pursuant to Government Code 54957 (b).

Reconvened to Open Session @ 3:15 PM

Report out of Closed Session: Chair **Mastin** reported that the Board unanimously agreed to approve the contract with Carla Meyer and she will start on June 15, 2013

Adjourned: 3:16

Chair, Mastin



Glenna Blake, Marketing & Planning

Agenda Item # 3a

To: MTA Board of Directors
From: Dan Baxter, Interim General Manager
Date: April 19, 2013

B

Subj: Service Performance Reports: Winter 12/13 & February 2013

Attached is the Quarterly Report for Winter 2012/13 (December 2012, January and February 2013), plus the usual monthly report, which compares performance in February 2013 with the three previous months and February 2012. Performance of MTA services for the 12/13 Winter Quarter exceeded standards in only five of the sixteen measures. When compared to the 11/12 Winter Quarter performance improved in six of the sixteen. Senior Center met all four standards and improved or stayed the same in all four.

Performance in the month of February 2013 exceeded standards for five of the twelve measures. Compared to February 2012, performance improved for only three of the twelve measures.

Also attached is a year-to-date summary of statistics and performance measures by route, with subtotals by service type. Due to month-to-month fluctuations, this year-to-date summary is more meaningful than the monthly reports. That page also provides a comparison with the same eight months of last year, showing Total Public Service:

Fare Revenue	Down	0.6%
Ridership	Up	0.3%
Service hours	Up	2.9%
Total operating cost	Up	4.8%

That means that compared to last fiscal year after February (8 months) :

Cost per hour (hourly rate)	Increased	1.8% to \$88.52
Productivity(passengers per hour)	Decreased	2.6% to 9.0
Farebox ratio	Decreased	5.2% to 15.2%
The average fare paid	Decreased	0.9%to \$1.50

QUARTERLY PERFORMANCE

Service Month	Passengers per Hour <small>Higher # is better</small>	Farebox Ratio <small>Higher # is better</small>	Operating Cost per Hour <small>Lower # is better</small>	Cost per Passenger <small>Lower # is better</small>
Dial-A-Rides				
Winter 2011/12	3.9	14.9%	83.68	21.46
Spring 2012	4.1	13.7%	83.88	20.46
Summer 2012	4.0	14.0%	85.21	21.26
Fall 2012	4.1	13.8%	88.91	21.54
Winter 2012/13	4.0	14.2%	91.37	22.58
STANDARD	4.5	15.0%	71.35	15.86
Flex Routes (***)				
Winter 2011/12	7.1	6.5%	102.32	14.41
Spring 2012	6.4	4.7%	110.47	17.26
Summer 2012	6.9	6.4%	90.37	13.03
Fall 2012	6.8	6.7%	81.66	12.10
Winter 2012/13	5.6	6.3%	81.44	14.62
STANDARD	8.2	15.0%	69.00	8.41
Short Distance Routes (**)				
Winter 2011/12	16.0	18.6%	85.19	5.32
Spring 2012	16.3	15.0%	93.75	5.75
Summer 2012	14.2	13.2%	90.58	6.38
Fall 2012	15.9	15.4%	87.47	5.52
Winter 2012/13	14.8	15.5%	88.56	5.99
STANDARD	14.0	15.0%	73.72	5.27
Long Distance Routes (*)				
Winter 2011/12	3.8	15.7%	89.35	23.51
Spring 2012	4.1	14.4%	94.51	23.05
Summer 2012	4.0	17.8%	92.25	22.92
Fall 2012	4.8	18.4%	89.16	18.73
Winter 2012/13	4.2	18.5%	87.92	21.07
STANDARD	3.2	15%	79.60	24.88
Systemwide (MTA Public Service)				
Winter 2011/12	8.8	15.7%	87.49	9.96
Spring 2012	9.0	13.5%	92.97	10.34
Summer 2012	8.4	14.3%	89.71	10.65
Fall 2012	9.5	15.4%	87.94	9.26
Winter 2012/13	8.8	15.5%	88.65	10.10
Senior Centers				
Winter 2011/12	3.6	11.1%	44.66	12.41
Spring 2012	3.6	12.6%	42.26	11.74
Summer 2012	3.5	11.8%	41.07	11.73
Fall 2012	3.5	11.9%	45.09	12.88
Winter 2012/13	3.6	12.1%	43.98	12.22
STANDARD	3.0	12.0%	50.56	16.85

* Includes Routes 60 Coaster, 65 C C Rider, 75 Gualala - Ukiah and 95 Point Arena - Santa Rosa

(**) Includes 5 BraggAbout, 7 Jitney, 9 Local, 15 Laytonville, 20/21 Willits, 30 Rdwd Vly

(***) Includes 1 Willits Flex, 8 Local Evening Service

Summer (Jun/Jul/Aug)/ Fall (Sep/Oct/Nov) /Winter (Dec/Jan/Feb)/ Spring (Mar/Apr/May)

MONTHLY PERFORMANCE

Service Month	Passengers per Hour	Farebox Ratio	Operating Cost per Hour
<u>Dial-A-Rides</u>			
Feb-12	4.0	19.8%	83.09
Nov-12	4.1	12.3%	97.04
Dec-12	4.0	14.5%	88.92
Jan-13	4.0	13.0%	93.14
Feb-13	4.2	15.2%	91.99
STANDARD	4.5	15.0%	71.35
<u>Flex Routes (***)</u>			
Feb-12	9.3	12.0%	92.68
Nov-12	5.9	5.3%	85.94
Dec-12	5.6	6.2%	78.57
Jan-13	5.1	5.6%	82.39
Feb-13	6.0	7.3%	83.40
STANDARD	8.2	15.0%	69.00
<u>Short Distance Bus Routes (**)</u>			
Feb-12	16.7	24.1%	87.66
Nov-12	14.9	12.9%	92.93
Dec-12	13.6	14.2%	87.13
Jan-13	14.5	14.7%	87.40
Feb-13	16.4	17.7%	91.34
STANDARD	14.0	15.0%	73.72
<u>Long Distance Bus Routes (*)</u>			
Feb-12	4.1	21.1%	89.98
Nov-12	4.6	17.6%	93.77
Dec-12	4.1	21.0%	85.73
Jan-13	4.0	16.0%	87.91
Feb-13	4.5	18.6%	90.31
STANDARD	3.2	15.0%	79.60

(*) Includes Routes 60 Coaster, 65 C C Rider, 75 Gualala - Ukiah and 95 Point Arena - Santa Rosa

(**) Includes 5 BraggAbout, 7 Jitney, 9 Local, 15 Laytonville, 20/21 Willits, 30 Rdwd Vly

(***) Includes Willits Flex

Year-to-Date Statistics and Performance

Actual FY 2012/13

File(Budget12\ROUTEYTD)

Route/Run	YTD Fare Revenue	Thru YTD Pass	Feb-13 YTD Service Hours	YTD Paid Hours	YTD Service Miles	Mileage Based Costs	Hourly Based Costs	31.37	754,895	2,499,273	Indirect Costs	Direct Costs	Total Costs	Hourly Rate	Pass per Hour	Fare Box Ratio	Pass per \$ Subsidy	Average Fare	Rev per Svc Hr	
02 Willits - DAR	0	0	0	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR	ERR
03 Ukiah - DAR	40,441	14,519	3,987	4,758	33,295	28,182	149,318	89,583	65,863	105,274	348,637	36	3.6	87.43	11.6%	0.047	0.047	2.79	10.14	
04 Fort Bragg - DAR	41,443	12,277	2,613	2,858	34,053	29,099	89,583	48,916	72,587	240,185	91.91	4.7	17.3%	91.91	13.9%	0.062	0.062	3.38	15.86	
Total Dial-A-Ride	81,884	26,796	6,601	7,616	67,348	57,281	238,901	177,851	114,779	588,822	89.21	4.1	13.9%	89.21	4.1	0.053	0.053	3.06	12.41	
01 Willits - Flex	0	0	0	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR	ERR
08 Local Evening Service	8,634	10,141	1,584	1,937	17,798	16,216	60,761	60,761	13,912	39,339	130,229	82.24	6.4	82.24	6.4	0.083	0.083	0.85	5.45	
Total Flex Routes	8,634	10,141	1,584	1,937	17,798	16,216	60,761	60,761	13,912	39,339	130,229	82.24	6.4	82.24	6.4	0.083	0.083	0.85	5.45	
01 Willits - Flex	4,646	6,030	1,432	1,803	15,748	13,296	56,727	56,727	14,495	36,421	120,940	84.47	4.2	84.47	4.2	0.052	0.052	0.77	3.24	
05 Bragg/About	10,609	15,533	1,772	2,032	24,151	21,091	63,638	63,638	5,243	38,963	128,935	72.75	8.8	72.75	8.8	0.131	0.131	0.68	5.99	
06 Bragg/About - Saturday	0	0	0	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR	
07 Jitney	1,250	2,634	245	303	3,429	4,925	9,528	9,528	1,218	6,762	22,432	91.49	10.7	91.49	5.6%	0.124	0.124	0.47	5.10	
09 Local	95,398	121,531	5,672	6,092	71,318	108,466	191,286	191,286	28,301	141,860	469,914	82.84	21.4	82.84	20.3%	0.325	0.325	0.78	16.82	
15 Laytonville-Willits	0	0	0	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR	
20 & 21 Willits	42,482	30,203	2,553	2,942	59,944	94,741	92,357	92,357	14,702	87,334	289,134	113.26	11.8	113.26	14.7%	0.122	0.122	1.41	16.64	
30 Redwood Valley	0	0	0	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR	
40 Potter Valley	0	0	0	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR	
52 Talmage	0	0	0	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR	
54 Hopland	0	0	0	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR	
Total Inland Routes	154,365	175,931	11,674	13,171	174,590	242,519	413,536	413,536	63,959	311,340	1,031,354	88.34	15.1	88.34	15.1	0.201	0.201	0.88	13.22	
60 Coaster	8,402	10,900	1,003	1,213	27,162	23,508	38,004	38,004	2,972	27,904	92,388	92.12	10.9	92.12	9.1%	0.130	0.130	0.77	8.38	
61 Coaster - Saturday	0	0	0	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR	
62 JCC Rider	77,391	8,955	2,386	2,745	73,438	62,846	86,165	86,165	7,051	67,469	223,531	93.68	3.8	93.68	34.6%	0.061	0.061	8.64	32.43	
63 Coast to Coast	0	0	0	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR	
74 Gualala - Saturday	1,618	611	302	343	6,800	5,820	10,778	10,778	1,898	7,975	26,471	87.71	2.0	87.71	6.1%	0.025	0.025	2.65	5.36	
75 Gualala	11,645	6,475	1,529	1,745	33,300	28,441	54,699	54,699	9,694	40,256	133,090	87.07	4.2	87.07	8.7%	0.053	0.053	1.80	7.82	
95 Point Arena-Santa Rosa	23,712	5,735	2,292	2,607	47,030	40,165	81,831	81,831	15,386	59,484	196,846	85.88	2.5	85.88	12.0%	0.033	0.033	4.13	10.34	
Total Coastal & Long Routes	122,768	32,676	7,512	8,653	187,730	160,780	271,477	271,477	37,000	203,068	672,326	89.50	4.4	89.50	18.3%	0.059	0.059	3.76	16.34	
Total Public Service	367,671	245,544	27,370	31,378	447,466	476,796	984,675	984,675	229,651	731,608	2,422,731	88.52	9.0	88.52	15.2%	0.119	0.119	1.50	13.43	
97 Contract Services	43,641	5,268	831	831	8,127	7,088	25,862	25,862	4,106	16,405	53,462	64.35	6.3	64.35	81.6%	0.536	0.536	8.28	52.53	
98 Charter	27,123	7,511	328	328	3,840	5,031	10,059	10,059	1,109	6,882	23,081	70.43	22.9	70.43	117.5%	-1.858	-1.858	3.61	82.77	
Total Other	70,764	12,779	1,159	1,159	11,967	12,119	35,921	35,921	5,215	23,287	76,542	66.07	11.0	66.07	92.5%	2.212	2.212	5.54	61.08	
Total	438,435	258,323	28,529	32,536	459,433	488,915	1,020,596	1,020,596	234,867	754,895	2,499,273	87.61	9.1	87.61	17.5%	0.125	0.125	1.70	15.37	
										Total Mileage, Labor & Direct Costs	1,744,378	43%	100%							
											41%	20%	9%	30%						

Mendocino Transit Authority Year to Date Statistics Comparison

Route/Run	YTD Through		Feb-13		YTD Through		Feb-13		YTD Through		Feb-13		YTD Through		Feb-13	
	11/12 Fare Revenue	12/13 Fare Revenue	Amount Diff	% Diff	11/12 Pass	12/13 Pass	Amount Diff	% Diff	11/12 Service Hours	12/13 Service Hours	Amount Diff	% Diff	11/12 Total Cost	12/13 Total Cost	Amount Diff	% Diff
02 Willits - DAR	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR
03 Ukiah - DAR	45,588	40,441	(5,147)	-11.3%	14,793	14,519	(274)	-1.8%	4,001	3,987	(14)	-0.3%	327,781	348,637	20,856	6.4%
04 Fort Bragg - DAR	37,802	41,443	3,641	9.6%	10,735	12,277	1,542	14.4%	2,515	2,613	98	3.9%	205,543	240,185	34,642	16.9%
Total Dial-A-Ride	83,390	81,884	(1,506)	-1.8%	25,518	26,796	1,278	5.0%	6,516	6,601	85	1.3%	533,324	588,822	55,498	10.4%
08 Local Evening Service	10,655	8,634	(2,021)	-19.0%	12,292	10,141	(2,151)	-17.5%	1,525	1,584	59	3.8%	141,144	130,229	(10,915)	-7.7%
Total Flex Routes	10,655	8,634	(2,021)	-19.0%	12,292	10,141	(2,151)	-17.5%	1,525	1,584	59	3.8%	141,144	130,229	(10,915)	-7.7%
01 Willits - Flex	3,913	4,646	733	18.7%	3,977	6,030	2,053	51.6%	744	1,432	688	92.4%	88,304	120,940	32,636	37.0%
05 Bragg/About	9,958	10,609	651	6.5%	13,988	15,533	1,545	11.0%	1,770	1,772	2	0.1%	129,710	128,935	(775)	-0.6%
06 Bragg/About - Saturday	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR
07 Jitney	2,542	1,250	(1,292)	-50.8%	4,019	2,634	(1,385)	-34.5%	262	245	(17)	-6.4%	22,031	22,432	401	1.8%
09 Local	98,540	95,398	(3,142)	-3.2%	123,355	121,331	(1,824)	-1.5%	5,605	5,672	67	1.2%	449,462	469,914	20,452	4.6%
15 Laytonville-Willits	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR
20 & 21 Willits	42,439	42,482	43	0.1%	31,674	30,203	(1,471)	-4.6%	2,631	2,553	(78)	-3.0%	284,269	289,134	4,865	1.7%
30 Redwood Valley	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR
40 Potter Valley	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR
52 Talmage	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR
54 Hopland	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR
Total Inland Routes	157,392	154,385	(3,007)	-1.9%	177,013	175,931	(1,082)	-0.6%	11,012	11,674	662	6.0%	973,776	1,031,354	57,578	5.9%
60 Coaster	7,688	8,402	714	9.3%	9,266	10,900	1,634	17.6%	1,016	1,003	(13)	-1.3%	94,692	92,388	(2,304)	-2.4%
Coaster - Saturday	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR
CC Rider	70,240	77,391	7,151	10.2%	8,064	8,955	891	11.0%	2,395	2,386	(9)	-0.4%	220,866	223,531	2,665	1.2%
Coast to Coast	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR
74 Gualala - Saturday	1,868	1,618	(250)	-13.4%	629	611	(18)	-2.9%	311	302	(9)	-3.0%	26,551	26,471	(80)	-0.3%
75 Gualala	12,530	11,645	(885)	-7.1%	6,074	6,475	401	6.6%	1,522	1,529	7	0.4%	128,297	133,090	4,793	3.7%
95 Point Arena-Santa Rosa	26,221	23,712	(2,509)	-9.6%	6,007	5,735	(272)	-4.5%	2,296	2,292	(4)	-0.2%	193,467	196,846	3,379	1.7%
Total Coastal & Long Routes	118,547	122,768	4,221	3.6%	30,040	32,676	2,636	8.8%	7,540	7,512	(28)	-0.4%	663,873	672,326	8,453	1.3%
Total Public Service	369,984	367,671	(2,313)	-0.6%	244,863	245,544	681	0.3%	26,593	27,370	777	2.9%	2,312,117	2,422,731	110,614	4.8%
97 Contract Services	37,517	43,641	6,124	16.3%	4,569	5,268	699	15.3%	728	831	103	14.1%	45,198	53,462	8,264	18.3%
98 Charter	38,677	27,123	(11,554)	-29.9%	10,050	7,511	(2,539)	-25.3%	442	328	(114)	-25.9%	31,640	23,081	(8,559)	-27.1%
Total Other	76,194	70,764	(5,430)	-7.1%	14,619	12,779	(1,840)	-12.6%	1,170	1,159	(12)	-1.0%	76,838	76,542	(296)	-0.4%
Total	446,178	438,435	(7,743)	-1.7%	259,482	258,323	(1,159)	-0.4%	27,763	28,529	766	2.8%	2,388,955	2,499,273	110,318	4.6%
		438,435				258,323				28,529				2,499,273		

Subsidy, Ft Bragg DAR (RCRC 1,035,336)

Mendocino Transit Authority Year to Date Performance Comparison

FY 11/12 - FY 12/13

Tuesday April 16, 2013


File(Budget12\ROUTETEYTD)

Route/Run	YTD Through Feb-13			YTD Through Feb-13			YTD Through Feb-13			YTD Through Feb-13						
	11/12 Hourly Rate	12/13 Hourly Rate	Amount Diff	% Diff	11/12 Pass per Hour	12/13 Pass per Hour	Amount Diff	% Diff	11/12 Farebox Ratio	12/13 Farebox Ratio	Amount Diff	% Diff	11/12 Average Fare	12/13 Average Fare	Amount Diff	% Diff
02 Willits - DAR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR
03 Ukiah - DAR	81.92	87.43	5.51	6.7%	3.3	3.6	-0.1	-1.5%	13.9%	11.6%	-2.3%	-16.6%	3.08	2.79	-0.30	-9.7%
04 Fort Bragg - DAR	81.73	91.91	10.18	12.5%	4.3	4.7	0.4	10.1%	18.4%	17.3%	-1.1%	-6.2%	3.52	3.38	-0.15	-4.1%
Total Dial-A-Ride	81.85	89.21	7.36	9.0%	3.9	4.1	0.1	3.7%	15.6%	13.9%	-1.7%	-11.1%	3.27	3.06	-0.21	-6.5%
08 Local Evening Service	92.55	82.24	-10.32	-11.1%	8.1	6.4	-1.7	-20.8%	7.5%	6.6%	-0.9%	-12.2%	0.87	0.85	-0.02	-1.8%
Total Flex Routes	92.55	82.24	-10.32	-11.1%	8.1	6.4	-1.7	-20.8%	7.5%	6.6%	-0.9%	-12.2%	0.87	0.85	-0.02	-1.8%
01 Willits - Flex	118.69	84.47	-34.22	-28.8%	5.3	4.2	-1.1	-21.2%	4.4%	3.8%	-0.6%	-13.3%	0.98	0.77	-0.21	-21.7%
05 Bragg>About	73.28	72.75	-0.53	-0.7%	7.9	8.8	0.9	10.9%	7.7%	8.2%	0.6%	7.2%	0.71	0.68	-0.03	-4.1%
06 Bragg>About - Saturday	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR
07 Jitney	84.09	91.49	7.40	8.8%	15.3	10.7	-4.6	-30.0%	11.5%	5.6%	-6.0%	-51.7%	0.63	0.47	-0.16	-25.0%
09 Local	80.19	82.84	2.65	3.3%	22.0	21.4	-0.6	-2.6%	21.9%	20.3%	-1.6%	-7.4%	0.80	0.78	-0.01	-1.7%
15 Laytonville-Willits	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR
20 & 21 Willits	108.05	113.26	5.22	4.8%	12.0	11.8	-0.2	-1.7%	14.9%	14.7%	-0.2%	-1.6%	1.34	1.41	0.07	5.0%
30 Redwood Valley	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR
40 Potter Valley	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR
52 Talmage	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR
54 Hopland	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR
Total Inland Routes	88.43	88.34	-0.09	-0.1%	16.1	15.1	-1.0	-6.3%	16.2%	15.0%	-1.2%	-7.4%	0.89	0.88	-0.01	-1.3%
60 Coaster	93.20	92.12	-1.08	-1.2%	9.1	10.9	1.7	19.2%	8.1%	9.1%	1.0%	12.0%	0.83	0.77	-0.06	-7.1%
61 Coaster - Saturday	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR
62 CC Rider	92.22	93.68	1.46	1.6%	3.4	3.8	0.4	11.5%	31.8%	34.6%	2.8%	8.9%	8.71	8.64	-0.07	-0.8%
63 Coast to Coast	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR
74 Gualala - Saturday	85.37	87.71	2.34	2.7%	2.0	2.0	0.0	0.1%	7.0%	6.1%	-0.9%	-13.1%	2.97	2.65	-0.32	-10.8%
75 Gualala	84.30	87.07	2.78	3.3%	4.0	4.2	0.2	6.1%	9.8%	8.7%	-1.0%	-10.4%	2.06	1.80	-0.26	-12.8%
95 Point Arena-Santa Rosa	84.26	85.88	1.61	1.9%	2.6	2.5	-0.1	-4.4%	13.6%	12.0%	-1.5%	-11.1%	4.37	4.13	-0.23	-5.3%
Total Coastal & Long Routes	88.05	89.50	1.46	1.7%	4.0	4.4	0.4	9.2%	17.9%	18.3%	0.4%	2.3%	3.95	3.76	-0.19	-4.8%
Total Public Service	86.94	88.52	1.57	1.8%	9.2	9.0	-0.2	-2.6%	16.0%	15.2%	-0.8%	-5.2%	1.51	1.50	-0.01	-0.9%
97 Contract Services	62.09	64.35	2.26	3.6%	6.3	6.3	0.1	1.0%	83.0%	81.6%	-1.4%	-1.7%	8.21	8.28	0.07	0.9%
98 Charter	71.58	70.43	-1.15	-1.6%	22.7	22.9	0.2	0.8%	122.2%	117.5%	-4.7%	-3.9%	3.85	3.61	-0.24	-6.2%
Total Other	65.67	66.07	0.40	0.6%	12.5	11.0	-1.5	-11.7%	99.2%	92.5%	-6.7%	-6.8%	5.21	5.54	0.33	6.2%
Total	86.05	87.61	1.56	1.8%	9.3	9.1	-0.3	-3.1%	18.7%	17.5%	-1.1%	-6.1%	1.72	1.70	-0.02	-1.3%

Description	YTD Through Feb-13		% Diff
	11/12	12/13	
Mileage	426,495	459,433	7.7%
Mileage Based Costs	460,271	488,915	6.2%
Hourly Based Costs	977,614	1,020,596	4.4%
Direct Costs	221,901	234,867	5.8%
Overhead Costs	729,169	754,895	3.5%
Total Costs	2,388,955	2,499,273	4.6%

Charter Rate Calculation:		Charter Rate Calculation:	
Cost per mile calculation:	Actual	Plus	Plus
MiniVan	0.658	Overhead	43.30%
Van/Small Bus	1.085	Profit	10.0%
Coach	2.017	Hourly Rate	31.37
Combined	1.355	Plus Direct Costs	23.0%
		Plus Overhead	38.59
		Hourly Rate	43.30%
		Hourly Rate	55.30
		Plus Profit	20.0%
		Hourly Rate	66.36

Agenda Item # 3b

To: MTA Board of Directors
From: Dan Baxter, Interim General Manager 
Date: May 7, 2013
Subj: Service Performance Report: March 2013

Attached is the Monthly Report for March 2013 comparing performance with the March 2012 Report. March 2013 performance exceeded only four of the twelve standards but improved or stayed the same in eleven of the twelve when compared with the March 2012 report.

Also attached is a year-to-date summary of statistics and performance measures by route, with subtotals by service type. Due to month-to-month fluctuations, this year-to-date summary is more meaningful than the monthly reports. That page also provides a comparison with the same nine months of last year, showing Total Public Service. Below are the highlights of the year-to-date summary:

Fare Revenue	Down	0.1%
Ridership	Up	0.6%
Service hours	Up	2.5%
Total operating cost	Up	1.6%

That means that compared to last fiscal year after March (nine months):

Cost per hour (hourly rate)	Decreased	0.9% to \$87.74
Productivity (passengers per hour)	Decreased	1.8% to 9.0
Farebox ratio	Decreased	1.7% to 15.0%
The average fare paid	Decreased	0.7% to \$1.46

Metrics are off a bit, probably reflecting increased wages and the addition of less productive services, including Willits Local and earlier Saturday service.

MONTHLY PERFORMANCE

Service Month	Passengers per Hour	Farebox Ratio	Operating Cost per Hour
<u>Dial-A-Rides</u>			
Mar-12	4.0	10.7%	90.42
Dec-12	4.0	14.5%	88.92
Jan-13	4.0	13.0%	93.14
Feb-13	4.2	15.2%	91.99
Mar-13	4.0	12.2%	83.42
STANDARD	4.5	15.0%	71.35
<u>Flex Routes (***)</u>			
Mar-12	7.7	4.8%	109.75
Dec-12	5.6	6.2%	78.57
Jan-13	5.1	5.6%	82.39
Feb-13	6.0	7.3%	83.40
Mar-13	6.0	5.8%	76.73
STANDARD	8.2	15.0%	69.00
<u>Short Distance Bus Routes (**)</u>			
Mar-12	15.4	10.9%	103.71
Dec-12	13.6	14.2%	87.13
Jan-13	14.5	14.7%	87.40
Feb-13	16.4	17.7%	91.34
Mar-13	15.5	13.5%	82.79
STANDARD	14.0	15.0%	73.72
<u>Long Distance Bus Routes (*)</u>			
Mar-12	3.9	10.4%	102.05
Dec-12	4.1	21.0%	85.73
Jan-13	4.0	16.0%	87.91
Feb-13	4.5	18.6%	90.31
Mar-13	4.6	15.9%	79.60
STANDARD	3.2	15.0%	79.60

(*) Includes Routes 60 Coaster, 65 C C Rider, 75 Gualala - Ukiah and 95 Point Arena - Santa Rosa

(**) Includes 5 BraggAbout, 7 Jitney, 9 Local, 15 Laytonville, 20/21 Willits, 30 Rdwd Vly

(***) Includes Willits Flex

Mendocino Transit Authority
FY 11/12 - FY 12/13

Year to Date Performance Comparison

Monday April 29, 2013

File(Budget12\ROUTEYTD)

Route/Run	YTD Through Mar-13			YTD Through Mar-13			YTD Through Mar-13			YTD Through Mar-13		
	11/12 Hourly Rate	12/13 Hourly Rate	% Diff	11/12 Pass per Hour	12/13 Pass per Hour	% Diff	11/12 Farebox Ratio	12/13 Farebox Ratio	% Diff	11/12 Average Fare	12/13 Average Fare	% Diff
02 Willits - DAR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR
03 Ukiah - DAR	82.55	87.07	5.5%	3.7	3.7	-1.1%	13.4%	11.5%	-1.9%	2.98	2.73	-8.3%
04 Fort Bragg - DAR	83.37	90.82	8.9%	4.3	4.7	9.1%	17.6%	17.0%	-0.6%	3.43	3.31	-3.5%
Total Dial-A-Ride	82.87	88.56	6.9%	3.9	4.1	0.1	15.0%	13.7%	-1.3%	3.17	3.00	-5.4%
08 Local Evening Service	94.63	81.62	-13.7%	8.0	6.4	-1.6	7.2%	6.5%	-0.6%	0.85	0.84	-0.7%
Total Flex Routes	94.63	81.62	-13.7%	8.0	6.4	-1.6	7.2%	6.5%	-0.6%	0.85	0.84	-0.7%
01 Willits - Flex	121.15	84.53	-30.2%	5.3	4.2	-1.1	4.2%	3.8%	-0.4%	0.96	0.76	-20.3%
05 Bragg>About	74.42	71.97	-3.3%	7.9	8.8	10.8%	7.4%	8.1%	0.8%	0.69	0.66	-3.7%
06 Bragg>About - Saturday	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR
07 Jitney	85.60	90.61	5.8%	15.0	11.0	-26.9%	10.8%	5.7%	-5.1%	0.62	0.47	-23.5%
09 Local	81.66	82.18	0.6%	21.9	21.5	-0.4	21.0%	20.1%	-0.9%	0.78	0.77	-1.9%
15 Laytonville-Willits	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR
20 & 21 Willits	110.81	112.45	1.5%	12.0	11.9	-0.1	14.3%	14.6%	0.3%	1.32	1.38	4.7%
30 Redwood Valley	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR
40 Potter Valley	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR
52 Talmage	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR
54 Hopland	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR
Total Inland Routes	90.22	87.71	-2.8%	16.0	15.1	-0.9	15.5%	14.8%	-0.6%	0.87	0.86	-1.4%
50 Coaster	94.92	91.11	-3.8%	9.2	11.1	21.1%	7.9%	9.2%	1.3%	0.81	0.75	-7.4%
51 Coaster - Saturday	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR
55 CC Rider	94.33	92.19	-2.3%	3.3	3.7	11.7%	29.9%	34.0%	4.1%	8.46	8.41	-0.6%
70 Coast to Coast	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR
74 Guialala - Saturday	87.08	86.72	-0.4%	2.0	2.0	0.0	6.8%	5.9%	-0.7%	2.87	2.54	-11.7%
75 Guialala	85.85	86.19	0.4%	4.0	4.3	7.7%	7.7%	8.7%	-0.5%	1.98	1.76	-11.4%
95 Point Arena-Santa Rosa	85.39	84.90	-0.6%	2.6	2.5	-3.9%	12.9%	12.0%	-0.9%	4.24	4.10	-3.3%
Total Coastal & Long Routes	89.67	88.38	-1.4%	4.0	4.4	10.1%	16.9%	18.0%	1.1%	3.81	3.64	-4.4%
Total Public Service	88.52	87.74	-0.7%	9.2	9.0	-0.2	15.2%	15.0%	-0.3%	1.47	1.46	-0.7%
97 Contract Services	63.26	63.94	1.1%	6.3	6.3	0.0	81.8%	82.2%	0.4%	8.24	8.39	1.8%
98 Charter	73.02	69.88	-3.04	22.4	23.0	2.8%	118.0%	118.7%	0.7%	3.85	3.61	-6.3%
Total Other	66.81	65.58	-1.23	12.1	10.8	-1.3	96.2%	92.7%	-3.4%	5.29	5.62	6.2%
Total	87.62	86.87	-0.75	9.3	9.1	-0.2	17.8%	17.3%	-0.5%	1.68	1.66	-1.2%

Description	YTD Through Mar-13		
	11/12	12/13	% Diff
Mileage	483,629	519,556	7.4%
Mileage Based Costs	532,165	544,321	2.3%
Hourly Based Costs	1,104,281	1,146,038	3.8%
Direct Costs	256,447	265,977	3.7%
Overhead Costs	860,291	836,154	-2.8%
Total Costs	2,753,164	2,792,490	1.4%

Charter Rate Calculation:		
Cost per mile calculation:	Actual	Plus
Mimivan	0.654	42.70%
Van/Small Bus	1.060	Overhead
Coach	1.970	Profit
Combined	1.323	10.0%

Hourly Rate Calculation:		
Actual Hourly Rate	Plus	Hourly Rate
31.35	10.0%	34.28
23.2%	Profit	38.63
38.63	Hourly Rate	42.70%
42.70%	Plus Overhead	55.13
55.13	Hourly Rate	66.16
66.16	Plus Profit	20.0%

Year-to-Date Statistics and Performance

Route/Run	YTD Fare Revenue	Thru YTD Pass	Mar-13 YTD Service Hours	YTD Paid Hours	YTD Service Miles	Mileage Based Costs	Hourly Based Costs	31.35	836,154	2,792,490	Hourly Rate	Pass per Hour	Fare Box Ratio	Pass per \$ Subsidy	Average Fare	Rev per Svc Hr
02 Willits - DAR	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR
03 Ukiah - DAR	44,849	16,417	4,483	5,327	38,911	32,360	167,095	74,034	116,824	390,313	87.07	3.7	11.5%	0.048	2.73	10.00
04 Fort Bragg - DAR	45,503	13,734	2,949	3,202	38,344	32,291	100,331	54,949	80,244	267,814	90.82	4.7	17.0%	0.062	3.31	15.43
Total Diat-A-Ride	90,352	30,151	7,432	8,529	77,255	64,651	267,426	128,983	197,068	658,127	88.56	4.1	13.7%	0.063	3.00	12.16
01 Willits - Flex	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR
08 Local Evening Service	9,528	11,348	1,784	2,180	20,050	17,923	68,353	15,724	43,599	145,599	81.62	6.4	6.5%	0.083	0.84	5.34
Total Flex Routes	9,528	11,348	1,784	2,180	20,050	17,923	68,353	15,724	43,599	145,599	81.62	6.4	6.5%	0.083	0.84	5.34
01 Willits - Flex	5,239	6,861	1,637	2,055	18,315	15,206	64,600	17,304	41,248	138,359	84.53	4.2	3.8%	0.052	0.76	3.20
05 Bragg>About	11,661	17,563	1,996	2,278	27,202	23,486	71,324	5,805	43,043	143,659	71.97	8.8	8.1%	0.133	0.66	5.84
06 Bragg>About - Saturday	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR
07 Jitney	1,439	3,054	278	344	3,885	5,485	10,803	1,402	7,536	25,226	90.61	11.0	5.7%	0.128	0.47	5.17
09 Local	105,665	137,620	6,400	6,872	80,498	120,601	215,655	32,333	157,400	525,990	82.18	21.5	20.1%	0.327	0.77	16.51
15 Laytonville-Willits	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR
20 & 21 Willits	47,336	34,287	2,875	3,313	67,527	105,181	103,945	17,406	96,816	323,348	112.45	11.9	14.6%	0.124	1.38	16.46
30 Redwood Valley	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR
40 Potter Valley	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR
52 Talmage	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR
54 Hopland	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR
Total Inland Routes	171,340	199,385	13,187	14,881	197,427	269,959	466,328	74,250	346,044	1,158,581	87.71	15.1	14.8%	0.202	0.86	12.99
00 Coaster	9,475	12,565	1,129	1,359	30,570	26,191	42,565	3,288	30,802	102,846	91.11	11.1	9.2%	0.135	0.75	8.39
1 Coaster - Saturday	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR
5 CC Rider	84,377	10,037	2,693	3,067	82,930	69,907	96,226	7,822	74,328	248,283	92.19	3.7	34.0%	0.061	8.41	31.33
0 Coast to Coast	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR
74 Gualala - Saturday	1,780	702	346	393	7,800	6,564	12,327	2,171	8,959	30,021	86.72	2.0	5.9%	0.025	2.54	5.14
75 Gualala	12,930	7,355	1,721	1,960	37,500	31,565	61,422	10,877	44,485	148,348	86.19	4.3	8.7%	0.054	1.76	7.51
95 Point Arena-Santa Rosa	26,368	6,434	2,586	2,934	53,080	44,666	92,055	17,067	65,754	219,542	84.90	2.5	12.0%	0.033	4.10	10.20
Total Coastal & Long Routes	134,930	37,093	8,475	9,713	211,880	178,893	304,595	41,225	224,328	749,040	88.38	4.4	18.0%	0.060	3.64	15.92
Total Public Service	406,150	277,977	30,878	35,283	506,612	531,426	1,106,702	260,182	811,039	2,709,348	87.74	9.0	15.0%	0.121	1.46	13.15
97 Contract Services	48,525	5,786	924	924	8,974	7,718	28,762	4,620	17,955	59,055	63.94	6.3	82.2%	0.549	8.39	52.54
98 Charter	28,588	7,925	344	344	3,970	5,177	10,574	1,175	7,160	24,086	69.98	23.0	118.7%	-1.761	3.61	83.06
Total Other	77,113	13,711	1,268	1,268	12,944	12,895	39,336	5,795	25,116	83,142	65.58	10.8	92.7%	2.274	5.62	60.82
Total	483,263	291,688	32,145	36,551	519,556	544,321	1,146,038	265,977	836,154	2,792,490	86.87	9.1	17.3%	0.126	1.66	15.03
								Total Mileage, Labor & Direct Costs	1,956,336	43%	100%					
									19%	41%	30%					

Mendocino Transit Authority Year to Date Statistics Comparison

Comparison
FY 11/12 - FY 12/13

Router/Run	YTD Through 11/12			YTD Through 12/13			YTD Through Mar-13			YTD Through 11/12			YTD Through 12/13			YTD Through Mar-13		
	Fare Revenue	12/13 Revenue	% Diff	Pass	12/13 Pass	% Diff	Amount	12/13 Amount	% Diff	Service Hours	12/13 Service Hours	% Diff	Total Cost	12/13 Total Cost	% Diff	Amount	12/13 Amount	% Diff
02 Willits - DAR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR
03 Ukiah - DAR	50,109	44,849	-10.5%	16,827	16,417	-2.4%	(5,260)	(4,100)	-21.3%	4,542	4,483	-1.3%	374,948	390,313	4.1%	15,365	15,365	0.0%
04 Fort Bragg - DAR	41,711	45,503	9.1%	12,149	13,734	13.0%	1,585	1,585	0.0%	2,845	2,949	3.6%	237,181	267,814	12.9%	30,633	30,633	0.0%
Total Dial-A-Ride	91,820	90,352	-1.6%	28,976	30,151	4.1%	(1,468)	(1,175)	-19.7%	7,387	7,432	0.6%	612,129	658,127	7.5%	45,998	45,998	0.0%
08 Local Evening Service	11,754	9,528	-18.9%	13,898	11,348	-18.3%	(2,550)	(2,550)	-100.0%	1,735	1,784	2.8%	164,181	145,599	-11.3%	(18,582)	(18,582)	-100.0%
Total Flex Routes	11,754	9,528	-18.9%	13,898	11,348	-18.3%	(2,550)	(2,550)	-100.0%	1,735	1,784	2.8%	164,181	145,599	-11.3%	(18,582)	(18,582)	-100.0%
01 Willits - Flex	4,265	5,239	22.8%	4,454	6,861	54.0%	2,407	2,407	0.0%	842	1,637	94.4%	102,007	138,359	35.6%	36,352	36,352	0.0%
05 Bragg>About	10,969	11,661	6.3%	15,916	17,563	10.3%	1,647	1,647	0.0%	2,005	1,996	-0.4%	149,210	143,659	-3.7%	(5,551)	(5,551)	-100.0%
06 Bragg>About - Saturday	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR
07 Jitney	2,744	1,439	-47.6%	4,457	3,054	-31.5%	(1,403)	(1,403)	-100.0%	297	278	-6.3%	25,424	25,226	-0.8%	(198)	(198)	-100.0%
09 Local	108,746	105,665	-2.8%	138,924	137,620	-0.9%	(1,304)	(1,304)	-100.0%	6,350	6,400	0.8%	518,554	525,990	1.4%	7,436	7,436	0.0%
15 Laytonville-Willits	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR
20 & 21 Willits	47,225	47,336	0.2%	35,810	34,287	-4.3%	(1,523)	(1,523)	-100.0%	2,981	2,875	-3.5%	330,325	323,348	-2.1%	(6,977)	(6,977)	-100.0%
30 Redwood Valley	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR
40 Potter Valley	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR
52 Talmage	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR
54 Hopland	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR
Total Inland Routes	173,949	171,340	-1.5%	199,561	199,385	-0.1%	(176)	(176)	-100.0%	12,475	13,187	5.7%	1,125,520	1,156,581	2.8%	31,061	31,061	0.0%
60 Coaster	8,619	9,475	9.9%	10,584	12,565	18.7%	1,981	1,981	0.0%	1,151	1,129	-1.9%	109,254	102,846	-5.9%	(6,408)	(6,408)	-100.0%
1 Coaster - Saturday	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR
5 CC Rider	76,252	84,377	10.7%	9,015	10,037	11.3%	1,022	1,022	0.0%	2,702	2,693	-0.3%	254,878	248,283	-2.6%	(6,593)	(6,593)	-100.0%
0 Coast to Coast	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR	0	0	ERR
1/4 Gualala - Saturday	2,050	1,780	-13.2%	714	702	-1.7%	(12)	(12)	-100.0%	355	346	-2.5%	30,913	30,021	-2.9%	(892)	(892)	-100.0%
75 Gualala	13,654	12,930	-5.3%	6,879	7,355	6.9%	476	476	0.0%	1,733	1,721	-0.7%	148,777	148,348	-0.3%	(429)	(429)	-100.0%
95 Point Arena-Santa Rosa	28,465	26,368	-7.4%	6,714	6,434	-4.2%	(280)	(280)	-100.0%	2,592	2,586	-0.2%	221,330	219,542	-0.8%	(1,788)	(1,788)	-100.0%
Total Coastal & Long Routes	129,040	134,930	4.6%	33,906	37,093	9.4%	3,187	3,187	0.0%	8,533	8,475	-0.7%	785,150	749,040	-4.5%	(36,110)	(36,110)	-100.0%
Total Public Service	406,563	406,150	-0.1%	276,341	277,977	0.6%	1,636	1,636	0.0%	30,130	30,878	2.5%	2,666,980	2,709,348	1.6%	42,368	42,368	0.0%
97 Contract Services	42,484	48,525	14.2%	5,156	5,786	12.2%	630	630	0.0%	821	924	12.5%	51,936	59,055	13.7%	7,119	7,119	0.0%
98 Charter	40,408	28,588	-29.3%	10,501	7,925	-24.5%	(2,576)	(2,576)	-100.0%	469	344	-26.6%	34,247	24,086	-29.7%	(10,161)	(10,161)	-100.0%
Total Other	82,892	77,113	-7.0%	15,657	13,711	-12.4%	(1,946)	(1,946)	-100.0%	1,290	1,268	-1.7%	86,183	83,142	-3.5%	(3,041)	(3,041)	-100.0%
Total	489,455	483,263	-1.3%	291,998	291,688	-0.1%	(310)	(310)	-100.0%	31,420	32,145	2.3%	2,753,163	2,792,490	1.4%	39,327	39,327	0.0%
		483,263			291,688					32,145			2,792,490					

Subsidy, Ft Bragg DAR (RCRC 1,159,924)

Agenda Item # 4

To: Board of Directors
From: Sally Webster, Finance & Personnel Manager
Date: May 3, 2013
Subj: Financial Statements as of March 31, 2013

Attached are Financial Statements for the month ending March 2013. The Income Statement shows a gain of \$35,016 and a \$111,652 *positive* budget performance. Comparing year-to-date through Mar 13 to Mar 12: Operating Revenue is down (\$3,557 (0.6%)). Other Revenue is up 4.6% and Operating Expenses are up 1.4% compared to the previous year. Our operating expenses compared to our budget are down (4.5%).

The Mobility Management Program is reflected in the financial statements. Grants do not cover the cost of the program, therefore MTA operating revenue is covering the loss at this time. Minor fluctuations in revenue and expenses will occur as a matter of timing as far as billing is concerned.

The Capital Income/Expense Statement reflects a loss of \$53,836 this month, including the STA carryover. For further details to the capital program, please see Agenda Item #6.

Mendocino Transit Authority

Budget to Actual Income Statement for nine months ending

Mar-13

Description Revenue	-----Year to Date-----			
	Actual \$	Budget \$	Variance \$	Variance %
Operating Revenue	598,918	601,168	(2,250)	-0.4%
Other Revenue	2,282,076	2,285,502	(3,426)	-0.1%
Total Revenue	2,880,994	2,886,670	(5,676)	-0.2%
Operating Expenses				
Transportation	1,996,513	2,085,195	(88,682)	-4.3%
Maintenance	329,208	327,476	1,732	0.5%
Administration	506,830	552,235	(45,405)	-8.2%
Total Operating Expenses	2,832,551	2,964,906	(132,355)	-4.5%
Other (Income)/Expense	(321)	(1,600)	1,279	-79.9%
Mobility Management Program				
Revenue	49,494		49,494	ERR
Expense	(63,242)		(63,242)	ERR
Net Gain/(Loss) Before Depreciation	35,016	(76,636)	111,652	ERR

Mendocino Transit Authority

Balance Sheet as of

Mar-13

Description	\$	\$
ASSETS		
Current Assets		
Cash	3,044,532	
A/R, Prepaid Expenses & Inventory	1,517,634	
Total Other Current Assets		4,562,166
Property, Plant & Equip Net of Depreciation		8,304,885
Investment - Deferred		0
Total Assets		12,867,051
LIABILITIES & EQUITY		
Current Liabilities		
Accounts Payable & Accruals	2,776,480	
Other Liabilities	804,216	
Provision for Restricted Funds	179,010	
Total Current Liabilities		3,759,706
Deferred Compensation Payable		0
Total Liabilities		3,759,706
Fund Equity		
Contributed Capital	8,417,152	
Retained Earnings	690,193	
Total Fund Equity		9,107,345
Total Liabilities and Equity		12,867,051

REVENUE - Budget to Actual Comparison

Date: 29-Apr-13

Dpt	A/C #	Description	Mar-13 Budget	Mar-13 Actual	Mar-13 Variance	Mar-13 %	YTD Budget	YTD Actual	YTD Variance	YTD %
Operating Revenue										
40.	401.100	Fares-Passenger	31,520	31,847	327	1.0%	278,760	283,379	4,619	1.7%
40.	401.200	Fares Paid by Agencies	15,107	6,631	(8,476)	-56.1%	133,607	122,772	(10,835)	-8.1%
40.	402.200	Contract Service	4,583	4,884	301	6.6%	41,250	42,971	1,721	4.2%
40.	405.100	Charter	609	1,465	856	140.7%	19,771	30,652	10,882	55.0%
40.	406.100	Displays Ads	781	0	(781)	-100.0%	7,031	2,450	(4,581)	-65.2%
40.	409.200	Sonoma County Participation	13,417	11,916	(1,501)	-11.2%	120,750	116,694	(4,056)	-3.4%
		Total	66,017	56,743	(9,274)	-14.0%	601,168	598,918	(2,250)	-0.4%

Other Revenue

40.	409.100	TDA - Operations	180,425	180,425	(0)	-0.0%	1,623,827	1,623,827	(0)	-0.0%
40.	409.110	STA - Operations	29,167	29,167	0	0.0%	262,500	262,500	0	0.0%
40.	411.100	State Planning Grant	0	0	0	ERR	0	0	0	ERR
40.	413.100	Fed Sec 5311 Oper Grant	29,538	29,538	(0)	-0.0%	265,844	265,844	1	0.0%
40.	413.110	Welfare to Work Grant	0	43,829	43,829	ERR	87,354	89,179	1,825	2.1%
40.	413.200	Fed Planning Grant	0	0	0	ERR	0	0	0	ERR
40.	407.200	Senior Center Admin/Dispatch	1,875	1,875	(0)	-0.0%	16,877	16,877	(0)	-0.0%
40.	407.210	Maintenance Labor Revenue	3,167	2,385	(782)	-24.7%	28,500	22,602	(5,898)	-20.7%
40.	407.220	Maintenance Parts Revenue	0	124	124	ERR	0	617	617	ERR
40.	407.400	Rental Income	0	0	0	ERR	0	0	0	ERR
40.	407.500	Other Income	67	107	40	60.5%	600	630	30	5.0%
		Total	244,239	287,450	43,211	17.7%	2,285,502	2,282,076	(3,426)	-0.1%
		Combined - Oper/Other Rev	310,255	344,193	33,938	10.9%	2,886,670	2,880,994	(5,676)	-0.2%

Revenue - Mobility Management Program

41.	401.100	Fares-Passenger		676	676			5,956	5,956	
41.	401.200	Fares Paid by Agencies			0				0	
41.	402.200	Contract Service			0				0	
41.	411.100	State Grant - Ag Worker/Commute Study			0				0	
41.	413.110	Federal Operating Grant - JARC		15,474	15,474			43,538	43,538	
41.	413.200	Federal Planning Grant - Commute Study			0				0	
41.	407.500	Other Income			0				0	
		Total	0	16,150	16,150		0	49,494	49,494	
		Combined	310,255	360,343	50,088	16.1%	2,886,670	2,930,488	43,818	1.5%

Fares - Passenger/Agency	46,627	38,478	(8,149)	-17.5%	412,367	406,151	(6,215)	-1.5%
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Mendocino Transit Authority - Public Service

File:(Budget13\EXPCUMBA)

Budget to Actual Comparison FY 2012/2013 YTD thru Mar-13

Monday April 29, 2013

Description	Budget			Actual			Diff Amount	Diff %	Actual MMP	Actual Total
	Transp	Maint	Admin	Transp	Maint	Admin				
Wages	939,126	149,785	234,734	921,119	167,167	222,023	(13,335)	-1.0%	35,069	1,345,378
Wages-Vac/Sick/Hol	162,378	33,225	42,444	163,564	32,841	39,105	(2,537)	-1.1%	4,649	240,159
Health	286,589	40,941	40,941	260,812	34,512	28,550	(44,597)	-12.1%	5,788	329,662
Workers Comp	92,490	11,125	1,561	92,621	12,056	1,714	1,216	1.2%	234	106,625
Retirement	85,576	15,945	21,534	80,636	16,339	19,746	(6,333)	-5.1%	2,963	119,684
Payroll Taxes	31,100	5,104	6,945	31,212	5,590	7,559	1,211	2.8%	1,195	45,556
Uniform Allowance	6,325	4,950		3,968	4,724		(2,583)	-22.9%		8,692
Travel Expenses	4,275	1,875	3,810	3,726	1,078	3,420	(1,736)	-17.4%	300	8,524
Outside Labor	2,157	4,000	65,983	3,944	4,678	60,957	(2,560)	-3.5%	2,819	72,398
Fuel-Revenue Vehicles	365,498			337,818			(27,680)	-7.6%	4,494	342,312
Lube-Revenue Vehicles	11,528			12,785			1,257	10.9%	2,150	14,935
Tires/Tubes-Revenue Vehicles	14,123			11,531			(2,592)	-18.4%		11,531
Parts-Revenue Vehicles		25,421			20,366		(5,055)	-19.9%		20,366
Expense Parts		675			1,402		727	107.7%		1,402
Non-Capital Equipment	1,900	1,800	750	1,193	439	294	(2,524)	-56.7%		1,926
Office Supplies	325		10,125	122		8,881	(1,447)	-13.8%	233	9,236
Subscriptions	675		1,071	325		271	(1,150)	-65.9%		596
Dues & Memberships	305		5,600	375		5,153	(377)	-6.4%		5,528
Janitorial Supplies		9,855			8,803		(1,052)	-10.7%		8,803
Shop Supplies		2,250			1,353		(897)	-39.9%		1,353
R & M-Buildings & Property		7,625			5,672		(1,953)	-25.6%		5,672
Shelter Expense		1,650			2,024		374	22.7%		2,024
Telephone	7,587	900	8,363	7,017	882	9,633	682	4.0%	727	18,259
Utilities	5,695		15,730	5,578	2,340	14,071	564	2.6%		21,989
Insurance	40,769	7,125	4,500	27,587	6,145	4,705	(13,957)	-26.6%	2,021	40,458
Purchased Transportation				933			933	ERR		933
Marketing			84,700			76,923	(7,777)	-9.2%	600	77,523
Training	5,172	1,875	1,200	7,085	660	732	230	2.8%		8,477
Board Expense			1,900			2,792	892	46.9%		2,792
Miscellaneous	2,386	450	90	2,146	59	12	(709)	-24.2%		2,217
Vehicle Rental				1,313			1,313	ERR		1,313
Equipment Rental		900	255	19,105	75	290	(790)	-68.4%		365
Property Rental	19,218						(113)	-0.6%		19,105
Total	2,085,195	327,476	552,235	1,996,515	329,205	506,831	(132,355)	-4.5%	63,242	2,895,793

Mendocino Transit Authority

Budget to Actual Income Statement for nine months ending

Mar-13

Description	Year to Date Actual \$	Annual Budget \$	Remaining \$	Actual as % of Budget
Capital Revenue:				
State Grants	2,465,719	2,580,546	(114,827)	95.6%
STA - Capital	112,953	191,920	(78,967)	58.9%
R/STIP		427,986	(427,986)	0.0%
Federal	1,034,759	1,730,000	(695,241)	59.8%
Transfer from Transit Reserve		13,154	(13,154)	0.0%
Local - Other	18,055		18,055	ERR
Sale of Assets	6,385		6,385	ERR
Interest Income	8,071		8,071	ERR
Other		86,875	(86,875)	0.0%
Total Revenue	3,645,942	5,030,481	(1,384,539)	72.5%

Capital Expenses:	Project		Year to Date Actual \$	Annual Budget \$	Remaining \$	Actual as % of Budget
2 Medium Duty Buses	c/o	75c		460,000	(460,000)	0.0%
5 Heavy Duty Buses		88	2,301,881	2,259,522	42,359	101.9%
3 Heavy Duty Buses			0	0	0	ERR
				0	0	ERR
					0	ERR
					0	ERR
					0	ERR
					0	ERR
					0	ERR
Transportation		27	2,423	4,500	(2,078)	53.8%
Maintenance		28	33,822	87,500	(53,678)	38.7%
Office		29	18,365	37,375	(19,010)	49.1%
Bus Stops		30	6,745	49,500	(42,755)	13.6%
					0	ERR
Security Cameras/Projects		80	10,409		10,409	ERR
Transmissions/Major Repairs				19,500	(19,500)	0.0%
Vehicle Equipment (Fare Boxes)			15,169	10,400	4,769	145.9%
					0	ERR
				0	0	ERR
					0	ERR
Solar Canopy	c/o	81	54,156	521,323	(467,167)	10.4%
Alt Fuel Infrastructure - Construction	c/o	82	1,239,430	1,492,714	(253,284)	83.0%
Admin/Ops - Preliminary Design		89	55,507	0	55,507	ERR
Willits Senior Center		113		73,154	(73,154)	0.0%
Redwood Coast Senior Center					0	ERR
Misc - Other					0	ERR
Total Expenses			3,737,905	5,015,488	(1,277,583)	74.5%

Net Gain/(Loss) before Carryover	(91,963)	14,993	(106,956)
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FY 2011/12 Carryover		Year to Date Actual \$	Annual Budget \$	Remaining \$	Actual as % of Budget
STA - Capital		38,127	38,127	0	100.0%
Transfer from Transit Reserve				0	ERR

Net Gain/(Loss)	(53,836)	53,120	(106,956)
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Board of Directors Meeting Schedule

Fourth Thursday of January through October

Third Thursday of November and December

Date	Time	Location	Video Conference With	Major Agenda Items
2013				
January	31	1:30 Ukiah	Fort Bragg	<i>Solar Canopy: Award Construction Contract</i>
February	28	1:30 Willits	only	Initial 2013/14 Budget Discussion
March	28	1:30 Fort Bragg	Ukiah	DRAFT 2013/14 Budget & Claim
April	25	1:30 Point Arena	only	<i>Cancelled</i> Proposed 2013/14 Budget
May	23	1:30 Fort Bragg	Ukiah	Proposed 2013/14 Budget
June	27	1:30 Ukiah	Fort Bragg	FINAL 2013/14 Budget
July	25	1:30 Willits	only	2013/14 Transit Needs: Willits
August	22	1:30 Point Arena	only	2013/14 Transit Needs: Point Arena
September	26	1:30 Ukiah	Fort Bragg	2013/14 Transit Needs: Ukiah
October	24	1:30 Fort Bragg	Ukiah	2013/14 Transit Needs: Fort Bragg
November	21	1:30 Ukiah	Fort Bragg	2013/14 Transit Needs: Ukiah
December	19	1:30 Fort Bragg	Ukiah	2013/14 Transit Needs: Fort Bragg

To: MTA Board of Directors
 From: Dan Baxter, Interim General Manager
 Date: May 13, 2013
 Subj: Capital Program: Progress Report



This report is consistent with the capital budget dated June 21, 2012

2012/13 Projects

Current Budget

Heavy-Duty Low Floor Bus and Paratransit Van (STIP) \$460,000

NEW ACTION: Bus has been ordered, pricing obtained for the van.

PROBLEMS: None.

Willits Senior Center Van (FTA 5310) \$73,154

NEW ACTION: Vehicle inspected, should be delivered this month.

PROBLEMS: None.

Pave Willits Bus Yard, \$ 45,000

Part of Maintenance Equipment

NEW ACTION: None. Carried over.

PROBLEMS: Delayed to next Summer.

Bus Stop Improvements (Other) \$49,500

NEW ACTION: Field work finished, reviewing stop recommendations.

PROBLEMS: None.

Facility Solarization & Modernization

Maintenance Facility Construction (SGR, Prop 1B) \$1,492,714

NEW ACTION: Project Completed, PG&E rebate applied for.

PROBLEMS: No others.

Facility Solarization & Modernization

Solar Canopy Design/Construction (TIGGER, Prop 1B) \$521,323

NEW ACTION: Finalizing engineering.

PROBLEMS: Some issues with Canopy design and cost. Fifth bay dropped.

Facility Solarization & Modernization

Admin/Operations Building Preliminary Design \$125,000

NEW ACTION: Received cost estimate (\$3.9 mil). Approved 50% design.

PROBLEMS: None.

Agenda Item # 10

To: MTA Board of Directors
From: Dan Baxter, Interim General Manager
Date: May 7, 2013
Subj: Draft Budget



At our June meeting staff will bring to the Board the final draft of our FY13/14 Budget for approval. We thought a discussion at this meeting would be useful and give the Board an idea of our financial status and an opportunity to provide feedback.

The draft budget shows a loss of \$10,039, a difference easily managed by using operating reserves. In developing this budget staff made the following assumptions:

- No changes in service
- No change in fares or fare revenue
- No wage increase for any employee
- General Manager's and Transportation Manager's salaries were adjusted to reflect the new GM's salary and the possible temporary vacancy in the Transportation Manager position
- Fuel is projected at \$3.50/gal

Important revenue points:

- The onetime \$177,000 "wind fall" federal Regional Apportionment funding is not reflected in the budget (the normal amount is in the draft budget)
- The JARC grant for the 13/14 Night Service is not reflected. If approved, this could provide up to an additional \$116,838 in operating money. While we have been successful in the past with our applications the funding for this cycle is very limited. We should hear from Caltrans in late June or early July

- We assume no fare increases. For your information only, a fare increase of 20% (assuming a \$.25 base and zone fare increase) would provide approximately \$100,000 additional revenue. These numbers are very rough. Note: Staff does not believe an increase is appropriate at this time but believes it should be part of a budget discussion.

Some important expense points:

- Liability and health insurance rates are unknown at this time
- Our Union Agreement expires June 30, 2013 and we are beginning negotiations. The terms of the expiring Agreement, if maintained, would result in a 3% Cost of Living increase for represented employees
- This Budget does nothing to further address the Parity Study's suggested adjustments for non-represented employees.

Recommendation

Staff recommends no changes to the proposed Draft Budget until we have clarity on the unknown revenues and expenses. At that time we may need to revisit the budget and make mid-year adjustments.