

Agenda #2A

Mendocino Transit Authority

Board of Directors

Regular Board Meeting January 23, 2014

Ukiah Video-Conferenced with Fort Bragg

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

Chair **Mastin** called the Meeting to order at 1:36 PM.

Chair **Mastin** asked for Public Comment; there was no public in attendance

CONSENT CALENDER

Agenda Item #2: Minutes November 21, 2013 Regular Board Meeting
Agenda Item #3: Service Performance Report: Fall Quarter
Agenda Item #4: Financial Report: November 2013
Agenda Item #5: Board Meeting Dates and Locations
Agenda Item #6: Capital Program: Update/Progress Report

Moved by Dir. **Courtney** and **Seconded** by Dir. **Tarbell** to approve Consent Calendar Items #2 through 6.

Approved by a Roll Call Vote:

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

Agenda Item #7: Mobility Management Program: Item presented by Marketing and Planning Manager **Blake** for information only; no action was taken by the Board.

Agenda Item # 8: Facility Modernization and Solarization Program, Solar Canopy Project: Update: Item presented by GM **Baxter**. He commented that this item has been left on the agenda

to keep the Board informed of the solar panels' energy savings. One full month of the Admin Building has been received and the bill was \$20. Last year at this time it was \$900. He stated all of the work has been completed on the project.

Maintenance Manager **Butler** reported that the Maintenance Facility is not producing any savings this time of the year, but is not increasing and is holding its own. This is due to the fact that all of the lighting for the Solar Canopy comes off the Maintenance Facility.

Finance and Personnel Manager **Webster** reported that she paid the final bill about two weeks ago. Now she needs to close the grant out and complete the final reporting that is due the end of the month.

Dir. **Thomas** inquired about the possibility of installing charging stations for use by private vehicles at the facility.

GM **Baxter** explained tht Gaia is supposed to give a quote to install the stations and he will have something for next month's meeting.

Ms. **Ellard** (MCOG) informed the Board that MCOG conducted a study on electric charging stations in 13/14 Work Program and it will be coming before the MCOG Board at the Feb. 3rd meeting for further follow up.

Agenda Item #9: Procurement Policy & Procedures: Review Proposed Policies and Procedures: Action: Adopt Resolution 2014-01, as amended: Item presented by GM **Baxter**. He explained that the Procurement Policy & Procedures was the result of the 2012/13 fiscal audit. It follows Federal Guidelines and past MTA procurement practices have been consistent, for the most part, with the proposed document.

Dir. **Thomas** inquired what the small differences are.

Maintenance Manager **Butler** explained the major change is the dividing line between Small Procurements and Major Procurements and which had risen from \$25,000 to \$100,000.

The Board reviewed the document and for clarification, Dir. **Cross** recommended deleting the sentence at the bottom of Page 9.

Moved by Dir. **Courtney** and Seconded by Dir. **Thomas** to adopt Resolution 2014-01 Adopting and Implementing Procurement Policy and Procedures as amended.

Approved by a Roll Call Vote:

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

Agenda #10: Amendment to Sec. 125 Cafeteria Plan: Review Proposed Plan Changes: Action: Adopt Resolution 2014-02: Item presented by Finance and Personnel Manager **Webster**. She explained that in November 2013, IRS announced that employers may amend their Cafeteria Plan to have an option to let employees roll over up to \$500 of the unused balance in the previous year to the subsequent year. In addition to the carry over, the Plan needs to be amended to comply with ACA regulations pertaining to the maximum allowable payment of health care \$2,500.

Chair **Mastin** commented that he felt this was a good idea and a good benefit for employees.

Moved by Dir. **Strong** and Seconded by Dir. **Courtney** to adopt Resolution 2014-02 to approve the revision of the Flexible Benefit Plan for Mendocino Transit Authority.

Approved by a Roll Call Vote:

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

Agenda Item #11: Management Report: Marketing & Planning Manager **Blake** informed the board that MTA now has a Facebook page and encouraged Board members to "Like" us. She also shared that on her way to Fort Bragg for the meeting, she had stopped in Boonville to take a photo of the new MTA bus stop at the community kiosk and complimented Maintenance Manager **Butler** on how great it looks. She will post the photo on Facebook. In addition she reported she is closing out the Mobility Management grant that ended on December 31.

Finance & Personnel Manager **Webster** explained she is in the middle of the fiscal audit and shared some of the issues she had

with the auditors. She anticipates it will be a positive audit and should have a final draft report if not for February's meeting definitely for March's meeting.

She reviewed the workshops the board can attend that give credit incentive points that result in savings on MTA's Workers Comp Premium. She reviewed a catalog of the courses that are offered. MTA will cover the Boards' expenses to attend the courses. If any board member is interested, please let her know. She will leave Dir. **Courtney's**, Dir. **Tarbell's** catalog at the Fort Bragg office.

She discussed the issue that had come up at last month's Board meeting concerning employees borrowing on their 457 Voluntary Deferred Compensation Plan. Dir. **Cross** had expressed concerns whether the employees were fully informed of the risks of taking loans out and the consequences of defaulting on the loan. She explained there is a flyer that explains information about the loan and has a whole section that explains about loan defaults and is thoroughly covered in the Truth and Lending disclosures.

North Mendocino Coast Supervisor **Beard** reported he has a full crew and all is smooth sailing.

Maintenance Manager **Butler** stated he has been focusing on the consultant's recommendations in the Bus Stop Review grant for the South Coast bus stops and installing wing benches at existing stops. He also has installed wing benches in Hopland and Willits. He reported that all the old coaches were sold to AZ Bus.

Ms. **Ellard** MCOG explained that due to the result of an audit MCOG will be asking local agencies, including MTA, that receive any funding from MCOG to sign something like an MOU stating they will comply with all the same State and Federal rules that are required of MCOG. They hope to implement this by July 1.

General Manager **Baxter** explained that a new drivers' class has started with 4 new trainees. He reminded the Board that they need to turn in their 700 forms.

Agenda Item #12: Matters from Directors: Dir. **Tarbell** stated he has been asked to write an article about MTA for the April issue of the Real Estate magazine and he may need some photos.

Chair **Mastin** commented on the great public bus system in Singapore. He will miss the March meeting.

CLOSED SESSION

Chair **Mastin** moved to Closed Session at 2:30 PM.

General Manager Evaluation - Pursuant to GC 54957 (b) (1),
Public Employee Evaluation.

Reconvened to Open Session @ 3:10 PM

Report Out of Closed Session: Chair **Mastin** reported that no
action was taken by the Board.

Adjourned: 3:10 PM

Chair, Mastin


Glenna Blake, Marketing & Planning

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Agenda #2B

Mendocino Transit Authority

Board of Directors

Regular Board March 27, 2014

Willits

Present: Tarbell, Thomas, Strong, Courtney, Chair Mastin joined
by phone for the Closed Session only
Staff: Baxter, Webster, Butler, Blake
Excused: Cross, Gjerde
Others: Loretta Ellard MCOG

Vice Chair **Tarbell** called the Meeting to order at 1:30 PM.

Vice Chair **Tarbell** asked for Public Comment; there was no public in attendance.

CONSENT CALENDER

Agenda Item #2: Minutes January 23, 2014 Board Meeting
Agenda Item #3: Service Performance Report: Winter Quarter
13/14 and February 2014
Agenda Item #4: Financial Report: February 2014
Agenda Item #5: Board Meeting Dates and Locations:
Agenda Item #6: Capital Program: Update/Progress Report

Moved by Dir. **Courtney** and Seconded by Dir. **Thomas** to approve Consent Calendar Items #2 and 6. Unanimously carried by those present.

Agenda Item #7: Mobility Management Program Update: Item presented by Marketing/Planning Manager **Blake** for information only. No action was taken by the Board.

Agenda Item #8: County-Wide Rider and Non-Rider Surveys: Item presented by Marketing/Planning Manager **Blake** for information only. No action was taken by the Board. She informed the Board of the progress on this project. The required kick-off meeting with Caltrans staff was held on February 7th. RFP's were sent out and posted on MTA's, MCOG's and CalAct's websites on March 17 with a submittal deadline of April 18, 2014 at 5:00 PM.

Agenda Item #9: Unmet Needs: Willits Area: Item presented by Marketing/Planning Manager **Blake**. She explained that this was

the first public hearing for the Unmet Transit Needs for FY 2015/16. Dir. **Strong** identified the need to reinstate Saturday bus service between Willits and Ukiah.

Agenda #10: FY 2012/2013 Fiscal and Compliance Audit and Single Audit: Action: Accept: Item presented by Finance and Personnel Manager **Webster**.

She stated that the Fiscal & Compliance Audit is complete. Although it was a clean audit with no findings and one recommendation, she did express her frustration with the auditing firm, BPM. There will be a wrap-up meeting with the auditors and issues will be addressed then.

She explained that a Single Audit was also completed. This audit is required of all non-federal entities that receive equal to or in excess of \$500,000. MTA received \$2.013 million in Federal Grants in FY12/13. There were no observations or findings.

Recommendation: Staff recommends acceptance of both the Fiscal Audit and the Single Audit as presented.

Moved by Dir. **Courtney** and Seconded by Dir. **Thomas** to accept both audits. Unanimously carried by those present.

Agenda Item #11: FY 2014/15 Budget and Claim for Funds: Action: Adopt Resolution 2014-03: Item presented by Finance and Personnel Manager **Webster**.

She explained that MTA draft Operating Budget assumes no changes in service, personnel, or fares. It does include a 2.12% COLA negotiated by the Teamsters.

She stated that it is not necessary to submit a balanced budget at this time, but the law does require that transit operators submit the annual claim for funds by April 1.

She reviewed the Draft Budget, expenses and revenue and the Senior Centers' operating subsidies and answered questions. She also explained that TDA available for MTA's Operating Budget will not change and it is not sufficient to cover the deficit.

GM **Baxter** reviewed the Capital Budget.

Recommendation: Adopt Resolution 2014-03 which authorizes submittal of the Claim for funds.

Moved by Dir. **Strong** and Seconded by Dir. **Thomas** to approve Resolution 2014-03 Authorizing Submittal of Claims and Grant Applications for Fiscal Year 2014/2015.

ROLL CALL:

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

Agenda Item #12: Possible Fare Increase: Action: Review and Discuss: Item presented by GM **Baxter**. He explained that the Draft Budget that shows a \$200,000 shortfall and the critical fare box ratio could fall below the required 14.7%.

He reminded the Board that the last MTA fare increase was four years ago when all fares and passes were raised approximately 25%, except for the \$.075 zone fare that was not changed.

He reviewed the fare increase chart detailing existing fares and the fare increase proposals of small, small-medium, medium-large and large fare increases. He also did some analysis of other systems fares and MTA's fares are among the lowest.

He would not recommend the medium-large or the large fare increase, but the small-medium increase would raise fare revenue by about \$113,000 and raise the fare box ratio to 16.7%.

Recommendation: Staff recommends that the Board review the proposals, and select one of the four for a public hearing at the April 24 Board meeting in Fort Bragg and Ukiah.

Dir. **Thomas** recommended that staff proceed in this direction. The Board agreed.

Agenda Item #13: Management Report: Marketing and Planning Manager **Blake** encouraged the Board to "like" MTA's Facebook.

Finance and Personnel Manager **Webster** reported on the California Special District Association's Safety Education Program. Her goal is to move MTA to the District of Distinction level.

Maintenance Manager **Butler** reported he is working on installing and retrofitting bus stops between Fort Bragg and Albion. He

also reported that he and the maintenance crew was attending a week-long training with Gillig at MTA.

GM **Baxter** reported MTA provided four buses to shuttle attendees to the memorial services in Fort Bragg for Deputy Ricky Del Fiorentino.

Marketing and Planning Manager **Blake** reported that MTA also provided two shuttle buses for the dedication of the Stornetta Public Lands in Point Arena.

Agenda Item #14: Matters from Directors: Dir. **Courtney** thanked MTA for providing the shuttle for the service.

Vice Chair **Tarbell** reported he was writing an article about MTA for the real estate magazine. It was a lot of fun and staff was very cooperative.

CLOSED SESSION:

Moved to Close Session at 3:35 PM

General Manager Evaluation - Pursuant to Government Code 54957 (b) (1), Public Employee Evaluation.

Reconvened to Open Session @ 3:50 PM

Report out of Closed Session: Vice Chair Tarbell reported that no action was taken by the Board.

Adjourned: 3:50

Vice Chair, Tarbell


Glenna Blake, Marketing & Planning

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	
2014					
January	23	1:30	Ukiah	Fort Bragg	General Manager Evaluation
February	27	1:30	Fort Bragg	Ukiah	Cancelled
					Initial 2014/15 Budget Discussion
March	27	1:30	Willits	only	2014/15 Transit Needs: Willits
					DRAFT 2014/15 Budget & Claim
April	24	1:30	Ukiah	Fort Bragg	Proposed 2014/15 Budget
May	22	1:30	Point Arena	only	Award Countywide Transit Ridership Survey Contract
					Proposed 2014/15 Budget
June	26	1:30	Fort Bragg	Ukiah	General Manager Evaluation
					FINAL 2014/15 Budget
July	24	1:30	Willits	only	2014/15 Transit Needs: Willits
August	28	1:30	Point Arena	only	2014/15 Transit Needs: Point Arena
September	25	1:30	Ukiah	Fort Bragg	2014/15 Transit Needs: Ukiah
October	23	1:30	Fort Bragg	Ukiah	2014/15 Transit Needs: Fort Bragg
November	20	1:30	Ukiah	Fort Bragg	
December	18	1:30	Fort Bragg	Ukiah	

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To: MTA Board of Directors
From: Dan Baxter, General Manager
Date: April 21, 2014
Subj: Capital Program: Progress Report

This report is consistent with the capital budget dated June 27, 2013

2013/14 Projects

Current Budget

Three Heavy-Duty Low Floor Buses (STIP & PTM) \$1,389,000

NEW ACTION: Delivered and in service.

PROBLEMS: None.

Five Paratransit and three Large Vans (STIP & STA) \$627,606

NEW ACTION: Vehicles delivered and in service.

PROBLEMS: None.

Bus Stop Improvements (Other) \$49,500

NEW ACTION: Report Completed for So. Coast. Application approved for another round of funding for North Coast stops.

PROBLEMS: None.

Facility Solarization & Modernization

Solar Canopy Design/Construction (TIGGER, Prop 1B) \$271,323
(total project budget is \$521,323, including 12/13 money)

NEW ACTION: Construction Completed, Commissioned and running. Total of 99 panels.

PROBLEMS: Nothing new.


Two Senior Center Vans (5310) \$149,223

NEW ACTION: Grant application from Redwood Coast Sr. Center was successful. Ukiah was initially not successful but was approved. Waiting for an agreement from the state. Vans not ordered yet. Moved to 14/15.

PROBLEMS: None.

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Agenda Item # 8

To: Board of Directors
From: Glenna Blake, Marketing & Planning 
Date: April 16, 2014
Subject: Unmet Transit Needs FY 2015/16

As you know, MTA collects the Unmet Transit Needs submitted in a variety of ways during the fiscal year. This is the second Unmet Transit Needs public forum for the FY 2015/16.

Unmet Transit Need identified thus far:

- Saturday bus service between Willits and Ukiah

Staff Recommendation:

Solicit public input for any Unmet Transit Needs for the Ukiah and Fort Bragg and/or other areas of the County. Add any unmet transit needs to the list.

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To: Board of Directors
From: Dan Baxter, General Manager
Date: April 21, 2014
Subj: Public Hearing: Fare Increase

The need for a fare increase stems from both the budget shortfall and MTA's low farebox ratio (fares collected divided by operating cost). At the March 27 Board meeting, staff listed four options and the two most reasonable were:

- **Medium-Small:** 20% increase across the board.
- **Small:** 20% increase in all bus, cab fares and punch-pass prices with smaller increases in monthly passes.

Staff estimates that the Small-Medium increase would generate an additional \$113,000 in revenues and increase the fare box ratio to 16.7%. A detailed comparison of most bus and DAR fares is provided on the following 3 pages, including ticket and pass prices.

MTA last raised fares in June 2010 when all fares and passes were raised approximately 25% (except for the \$0.75 zone fare, which was not changed).

The Medium-Small proposal would increase all full bus fares by 25 cents for the first zone and 15 cents for each additional zone. asses also increase 20% except for the Summer Youth Pass which increases 13% to \$45.00.

Some CCRider fares between Mendocino County and Santa Rosa were rounded in order to maintain even dollar fares.

Bus and cab fares for Senior and Disabled riders would remain at the required half of full fare.

All Dial-a-Ride fares would increase 20%. Dial a Ride wait time would increase 25% to \$1.25 per minute and the fare for children under six riding Dial-a-Ride would also increase 25% to \$1.25.

Recommendation

Review, discuss and accept public response. Adopt Resolution 2014-04, with any amendments.

4/20/2014

Bus Fare Comparison - Small-Medium - Full Fare

# FARE ZONES	existing	proposed	\$ change	% change
*larger fares adjusted for collection ease				
1	1.25	1.50	0.25	20%
2	2.00	2.40	0.40	20%
3	2.75	3.30	0.55	20%
6	5.00	6.00	1.00	20%
3	2.75	3.30	0.55	20%
4	3.50	4.20	0.70	20%
5	4.25	5.10	0.85	20%
6	5.00	6.00	1.00	20%
7	5.75	6.90	1.15	20%
8	6.50	7.80	1.30	20%
22	16.00	20.00	4.00	25%
1	1.25	1.50	0.25	20%
4	3.50	4.20	0.70	20%
6	5.00	6.00	1.00	20%
27	21.00	25.00	4.00	19%
2	2.00	2.40	0.40	20%
3	2.75	3.30	0.55	20%
4	3.50	4.20	0.70	20%
5	4.25	5.10	0.85	20%
6	5.00	6.00	1.00	20%
22	16.00	20.00	4.00	25%
23	18.00	21.00	3.00	17%
27	21.00	25.00	4.00	19%
3	2.75	3.30	0.55	20%
4	3.50	4.20	0.70	20%
6	5.00	6.00	1.00	20%
8	6.50	7.80	1.30	20%
10	8.00	9.60	1.60	20%

Between: Ukiah
and: Ukiah

existing	proposed	\$ change	% change
0.94	1.13	0.19	20.0%
1.88	2.25	0.38	20.0%
2.81	3.38	0.56	20.0%
5.63	6.75	1.13	20.0%
2.81	3.38	0.56	20.0%
3.75	4.50	0.75	20.0%
4.69	5.63	0.94	20.0%
5.63	6.75	1.13	20.0%
6.56	7.88	1.31	20.0%
7.50	9.00	1.50	20.0%
20.63	24.75	4.13	20.0%
0.94	1.13	0.19	20.0%
3.75	4.50	0.75	20.0%
5.63	6.75	1.13	20.0%
25.31	30.38	5.06	20.0%
1.88	2.25	0.38	20.0%
2.81	3.38	0.56	20.0%
3.75	4.50	0.75	20.0%
4.69	5.63	0.94	20.0%
5.63	6.75	1.13	20.0%
0.94	1.13	0.19	20.0%
21.56	25.88	4.31	20.0%
25.31	30.38	5.06	20.0%
2.81	3.38	0.56	20.0%
3.75	4.50	0.75	20.0%
5.63	6.75	1.13	20.0%
7.50	9.00	1.50	20.0%
9.38	11.25	1.88	20.0%

existing	proposed	\$ change	% change
0.86	1.03	0.17	19.8%
1.39	1.67	0.28	19.9%
2.08	2.50	0.42	20.2%
2.08	2.50	0.42	20.2%
0.86	1.03	0.17	19.8%
1.39	1.67	0.28	19.9%
2.08	2.50	0.42	20.2%
2.08	2.50	0.42	20.2%

Summer Youth Pass			
existing	proposed	\$ change	% change
40.00	45.00	5.00	13%
Additional for RT to Sonoma County			
5.00	5.00	0.00	0%

16 Ride Punch Pass			
existing	proposed	\$ change	% change
15.00	18.00	3.00	20%
Book of 20 tickets			
25.00	30.00	5.00	20%

Monthly Pass			
existing	proposed	\$ change	% change
31.00	37.00	6.00	19%
50.00	60.00	10.00	20%
75.00	90.00	15.00	20%

Zone 1 2 3

Bus Fare Comparison - Small-Medium - Senior/Disabled

		# FARE ZONES	CASH				16 RIDE PUNCH PASS			
			existing	proposed	\$ change	% change	existing	proposed	\$ change	% change
Between: Ukiah	and:	1	0.60	0.75	0.15	25%	0.47	0.56	0.09	20.0%
	Ukiah	2	1.00	1.20	0.20	20%	0.94	1.13	0.19	20.0%
	Redwood Valley	3	1.35	1.65	0.30	22%	1.41	1.69	0.28	20.0%
	Willits	6	2.50	3.00	0.50	20%	2.81	3.38	0.56	20.0%
	Fort Bragg	3	1.35	1.65	0.30	22%	1.41	1.69	0.28	20.0%
	Philo/Boonville	4	1.75	2.10	0.35	20%	1.88	2.25	0.38	20.0%
	Navarro	5	2.10	2.55	0.45	21%	2.34	2.81	0.47	20.0%
	Elk	6	2.50	3.00	0.50	20%	2.81	3.38	0.56	20.0%
	Irish Beach	7	2.85	3.45	0.60	21%	3.28	3.94	0.66	20.0%
	Point Arena	8	3.25	3.90	0.65	20%	3.75	4.50	0.75	20.0%
		22	8.50	10.20	1.70	20%	10.31	12.38	2.06	20.0%
Fort Bragg	Fort Bragg	1	0.60	0.75	0.15	25%	0.47	0.56	0.09	20.0%
	Willits	4	1.75	2.10	0.35	20%	1.88	2.25	0.38	20.0%
	Ukiah	6	2.50	3.00	0.50	20%	2.81	3.38	0.56	20.0%
	Santa Rosa	27	10.50	12.45	1.95	19%	12.66	15.19	2.53	20.0%
	Albion/Little River	2	1.00	1.20	0.20	20%	0.94	1.13	0.19	20.0%
	Elk	3	1.35	1.65	0.30	22%	1.41	1.69	0.28	20.0%
	Irish Beach	4	1.75	2.10	0.35	20%	1.88	2.25	0.38	20.0%
	Point Arena	5	2.10	2.55	0.45	21%	2.34	2.81	0.47	20.0%
	Anchor Bay/Gualala	6	2.50	3.00	0.50	20%	2.81	3.38	0.56	20.0%
	Santa Rosa	22	8.50	10.95	2.45	29%	10.31	12.38	2.06	20.0%
Santa Rosa	Ukiah	23	9.00	10.65	1.65	18%	10.78	12.94	2.16	20.0%
	Willits	27	10.50	12.45	1.95	19%	12.66	15.19	2.53	20.0%
	Fort Bragg	3	1.35	1.65	0.30	22%	1.41	1.69	0.28	20.0%
	Sebastopol	4	1.75	2.10	0.35	20%	1.88	2.25	0.38	20.0%
	Bodega/Bodega Bay	6	2.50	3.00	0.50	20%	2.81	3.38	0.56	20.0%
	Jenner	8	3.25	3.90	0.65	20%	3.75	4.50	0.75	20.0%
	Ft Ross/Stewarts Point	10	4.00	4.80	0.80	20%	4.69	5.63	0.94	20.0%
	Sea Ranch/Point Arena									

16 Ride Punch Pass			
existing	proposed	\$ change	% change
7.50	9.00	1.50	20%

Dial a Ride - Small-Medium

	existing	proposed	\$ change	% change
Cash-Central Fare Zone				
Full Fare	5.00	6.00	1.00	20.00%
Senior Disabled	2.50	3.00	0.50	20.00%
Children 6 and under	1.00	1.25	0.25	25.00%
Cash-Additional Fare Zone				
Full Fare	5.00	6.00	1.00	20.00%
Senior Disabled	2.50	3.00	0.50	20.00%
Children 6 and under	1.00	1.25	0.25	25.00%
10 Ride Punch Pass				
Full Fare	50.00	60.00	10.00	20.00%
Senior Disabled	25.00	30.00	5.00	20.00%
Book of 20 Tickets				
Full Fare	100.00	120.00	20.00	20.00%
Wait Time				
Cost per Minute	1.00	1.25	0.25	25.00%
Americans with Disabilities				
ADA passenger	2.50	3.00	0.50	20.00%
ADA attendant	free	free	0.00	0.00%
ADA companion	2.50	3.00	0.50	20.00%

MENDOCINO TRANSIT AUTHORITY
RESOLUTION 2014-04

ADOPTING REVISED BUS AND DAR FARES

WHEREAS:

1. The Board of Directors of the Mendocino Transit Authority is solely responsible for setting fares and other charges for MTA services, and
2. Fare revenue is the second largest source of operating income, but they are expected to be insufficient generate the mandated 15% farebox ratio in FY 2014/15, and
3. Balancing the 2014/15 Operating Budget will require the use of several solutions including an increase in passenger fares.

NOW, THEREFORE, BE IT RESOLVED that the MTA Board of Directors hereby:

1. Adopts a set of revised bus and cab fares, as described in the staff report dated April 21, 2014, subject to revision by the Board at their meeting of April 24, 2014, and
2. Directs staff to take all action necessary to implement such changes to become effective June 29, 2014, with particular attention to thorough notification of the public.

ADOPTION of this RESOLUTION was MOVED by Director _____ and
SECONDED by Director _____ at a regular meeting of the MTA
Board of Directors on April 24, 2014 by the following Roll Call
vote:


AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST:

Jim Mastin, Chair

Dan Baxter, General Manager

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To: Board of Directors
From: Dan Baxter, General Manager 
Date: April 21, 2014
Subj: **Public Hearing: 5311f Grant Application, possible expansion of Rt. 65 CCRider**

Staff is applying for a 5311(f) Intercity Bus grant. We are asking for operating funding in order to offer an additional round trip between Ukiah and Santa Rosa on Rt. 65. We plan to connect with route 20 from Willits weekdays and add two Rt. 20 round trips between Willits and Ukiah on Saturday. Both of these service enhancements are on our Unmet Needs list. We are also applying for an additional medium duty bus to support this service.

Staff intends to solicit passenger input on these potential service enhancements during our County-wide Rider and Non-rider Survey

This grant requires that staff be authorized by the Board in order to sign and submit the application.

Recommendation

Accept public input. Adopt Resolution 2014-05 authorizing the General Manager or the Finance/Personnel Manager to sign and submit a 5311(f) Grant application.

MENDOCINO TRANSIT AUTHORITY
RESOLUTION 2014-05

**Authorizing the Federal Funding under FTA Section 5311
(49 U.S.C. Section 5311) with California Department of
Transportation**

WHEREAS:

1. The U.S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration to support capital/operating assistance for non-urbanized public transportation systems under Section 5311 of the Federal Transit Act (**FTA C 9040.1F and C 9050.1**); and
2. The California Department of Transportation (Department) has been designated by the Governor of the State of California to administer Section 5311 grants for transportation projects for the general public for the rural and intercity bus; and
3. The Mendocino Transit Authority (MTA) desires to apply for said financial assistance to permit operation of service/purchase of capital equipment; and
4. The MTA has, to the maximum extent feasible, coordinated with other transportation providers and users in the region (including social service agencies).

NOW, THEREFORE, BE IT RESOLVED and ORDERED that the MTA Board of Directors hereby:

1. Authorize the General Manager or the Finance/Personnel Manager to file and execute applications on behalf of the MTA with the Department to aid in the financing of capital/operating assistance projects pursuant to Section 5311 of the Federal Transit Act (**FTA C 9040.1F and C 9050.1**), as amended.
2. That the General Manager or the Finance/Personnel Manager is authorized to execute and file all certifications of assurances, contracts or agreements or any other document required by the Department.
3. That the General Manager or the Finance/Personnel Manager is authorized to provide additional information as the Department may require in conjunction with the application for the 5311 projects.

4. That the General Manager or the Finance/Personnel Manager is authorized to submit and approve request for reimbursement of funds from the Department for Section 5311 project(s).

PASSED and ADOPTED by the Board of Directors of the Mendocino Transit Authority, State of California, at a regular meeting of the MTA Board of Directors on April 24, 2014.

MOVED by Director _____ and SECONDED by Director _____
by the following Roll Call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Jim Mastin, Chair

Dan Baxter, General Manager

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Agenda Item #11

To: Board of Directors
From: Sally Webster, Finance & Personnel Manager
Date: April 18, 2014
Subj: Federal 5311 Regional Apportionment Grant Application

Background:

Staff is applying for the 5311 Regional Apportionment grant for operating assistance for FY13/14. This grant requires that staff be authorized by the Board in order to sign and submit the application. Although we have a blanket authorization for submittal, execution, and certification for most grants, this is specific to the Grant in which we are applying.

Recommendation:

Adopt resolution 2014-06 authorizing the General Manager or the Finance/Personnel Manager to sign and submit the 5311 Regional Apportionment Grant for FY13/14.

**MENDOCINO TRANSIT AUTHORITY
RESOLUTION 2014-06**

AUTHORIZING THE FEDERAL FUNDING UNDER FTA SECTION 5311 (49 U.S.C. SECTION 5311) WITH CALIFORNIA DEPARTMENT OF TRANSPORTATION

WHEREAS:

The U.S Department of Transportation is authorized to make grants to states through the Federal Transit Administration to support capital/operating assistance projects for non-urbanized public transportation systems under Section 5311 of the Federal Transit Act (**FTA C 9040.1F and FTA C 9050.1**); and

The California Department of Transportation (Department) has designated by the Governor of the State of California to administer Section 5311 grants for transportation projects for the general public for the rural transit and intercity bus; and

The MTA desires to apply for said financial assistance to permit operation of service/purchase of capital equipment; and

The MTA has, to the maximum extent feasible, coordinated with other transportation providers and users in the region (including social service agencies).

NOW, THEREFORE, BE IT RESOLVED that the MTA Board of Directors hereby:

- 1) Authorize the General Manager or the Finance/Personnel Manager to file and execute applications on behalf of MTA with the Department to aid in the financing of capital/operating assistance projects pursuant to Section 5311 of the Federal Transit Act (**FTA C 9040.1F and FTA C 9050.1**), as amended.
- 2) That the General Manager or the Finance/Personnel Manager is authorized to execute and file all certification of assurances, contracts or agreements or any other document required by the Department.
- 3) That the General Manager or the Finance/Personnel Manager is authorized to provide additional information as the Department may require in connection with the application for the Section 5311 projects.
- 4) That the General Manager or the Finance/Personnel Manager is authorized to submit and approve request for reimbursement of funds from the Department for the Section 5311 project(s).

Resolution 2014-06 (continued)
April 24, 2014

ADOPTION of the RESOLUTION was MOVED by Director _____, and
SECONDED by Director _____ at a regular meeting of the MTA Board of
Directors on _____ the following Roll Call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Jim Mastin, Chairman

Dan Baxter, General Manager

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