

Agenda #2

Mendocino Transit Authority

Board of Directors

Regular Board Meeting June 26, 2014

Ukiah Video-Conferenced with Fort Bragg

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

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

Chair **Mastin** asked for Public Comment: There was no public in attendance

CONSENT CALENDER

Agenda Item #2: May 29, 2014 Regular Board Meeting
Agenda Item #3: Service Performance Report: April, 2014
Agenda Item #4: Financial Report: April, 2014
Agenda Item #5: Board Meeting Dates and Locations:
Agenda Item #6: Capital Program: Update/Progress Report

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

Approved by a Roll Call Vote:

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

Agenda Item #7: County-Wide Rider and Non-Rider Survey: Item presented by Marketing and Planning Manager **Blake** for information only. No action was taken by the Board.

Agenda Item #8: Unmet Transit Needs: Ukiah and Fort Bragg:
Solicit Input: Item presented by Marketing and Planning Manager **Blake**. She reviewed the Unmet Transit Needs compiled thus far.

North Coast Supervisor **Beard** identified an Unmet Transit Need to arrive at the Fort Bragg High School 15 minutes earlier to

accommodate the current bell time. This could be accomplished by adding an additional run in the morning on the BraggAbout. He will do some additional cost analysis.

Marketing & Planning Manager **Blake** identified a need for the 1 Willits Local to serve Howard Hospital at the new location in Willits when it opens in December.

GM **Baxter** shared a conversation he had with the GM of Humboldt Transit Authority, Greg **Pratt**. Mr. **Pratt** would like to have bus service to fill the transit void between Garberville and Willits.

Dir. **Tarbell** again stressed the need for service between Fort Bragg and Mendocino College in Willits and Ukiah for students from the North Coast.

Marketing and Planning Manager **Blake** informed the Board that she and GM **Baxter** last week met with President of Mendocino College, Mr. **Arturo Reyes**, to discuss MTA service between the North Coast and Willits and Ukiah. He informed us that they do plan on starting classes at the Fort Bragg campus in the fall. At this point they have no idea of how many students will be enrolling or how many will travel to the Inland campuses. After reviewing our existing service and the connections, he felt at this time it was adequate to serve those students who wish to use MTA's service to travel to Mendocino College. We agreed that both he and MTA staff will keep a close eye on the number of college riders and make additional plans, including funding, to meet the increased ridership, if needed.

Staff Recommendation:

Solicit any additional Unmet Transit Needs and add them to the list. Ms. **Blake** will add the above Unmet Transit Needs identified to the list.

Agenda Item #9: Adoption of Title VI Program: Action: Discuss and Adopt Resolution 2014-8: Item presented by Finance and Personnel Manager **Webster**. She explained the US Department of Transportation has issued new guidelines for Title VI compliance requirements. She reviewed the program objectives and compliance requirements

Caltrans has made the initial approval and the next step is for the Board to approve the plan.

Staff Recommendation:

Staff recommends adoption of the Title VI Plan by Resolution 2014-8.

Moved by Dir. **Thomas** and Seconded by Dir. **Tarbell** to Adopt Resolution 2014-8 Authorizing the Adoption of the Title VI Program.

Approved by a Roll Call Vote:

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

CLOSED SESSION

Chair **Mastin** moved to Close Session at 2:06 PM

Consideration of Compensation: General Manager, pursuant to Government Code 54957

Report out of Closed Session: Chair **Mastin** reported that there was nothing to report from Closed Session.

Moved to Open Session at 3:46 PM

Moved Dir. **Tarbell** and Seconded by Dir. **Thomas** to increase the General Manager's salary by 2.5% effective the first pay period in July and to tie a future raise to the formal review due in January.

Approved by a Roll Call Vote:

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

Agenda Item #10: FY 2014/15 Proposed Budget: Action: Discuss and Adopt Resolution 2014-09: Item presented by Finance and Personnel Manager **Webster**. She explained that the MTA Operating budget is in the red by \$68,365 and will be balanced by the use of reserves. She reviewed the revenue and expenses.

She added that the 2.6% increase in TDA funds for MTA operations in FY 2014/15 is the same increase for the five Senior Centers.

GM **Baxter** reviewed the Capital Budget. Over the next five years MTA plans on funding and completing the Admin/Ops Building and replacing 42 buses. The Admin/Ops Building is unfunded, but should be substantially funded by federal grants. Staff projects \$2.6 million in STA funds for capital projects, \$1.3 million comes from the two state prop 1B programs, and \$565,375 in STIP funding. Staff also projects using \$200,000 in Cap and Trade funding.

Recommendation:

Board members should review these budgets carefully. Approval of Resolution 2014-09 is required for a timely adoption of the budget for the fiscal year beginning next week.

Moved by Dir. **Gjerde** and Seconded by Dir. **Thomas** to Approve Resolution 2014-09 Adopting Fiscal Year 2014/15 Budgets.

Approved by a Roll Call Vote:

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

Agenda #11: General Manager's Contract: Action: Authorize the Chair to enter into an Employment Contract with the General Manager.

Moved by Dir. **Gjerde** and Seconded by Dir. **Thomas** to authorize the Chair **Mastin** to enter into an employment contract with the General Manager.

Approved by a Roll Call Vote:

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

Agenda Item # 12: Management Report: Finance and Personnel Manager **Webster** reported MTA will be using a different auditor this year.

GM **Baxter** announced that Dir. **Cross** has been re-appointed to the Board. He shared that the General Managers' Conference he just attended was very informative. He gained a lot of valuable information that he will be sharing in the weeks to come.

Agenda Item #13: Directors. No reports

Adjourn: 3:27 PM

Chair, Jim Mastin



Glenna Blake, Marketing & Planning

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AGENDA ITEM # 3a

To: MTA Board of Directors
From: Norma Wilson, Operations Manager *NWilson*
Date: August 21, 2014

Subj: Preliminary Yearend Service Performance Report: FY 2013/2014

At this time, we have yearend data available for Ridership and Service Hours. The three attached charts compare these statistics from FY 13/14 with FY 12/13, as well as the resulting productivity (passengers per hour). We also compare the above metrics to budget for FY 13/14. Comparisons are made by service type and route, please note that the service type groupings are slightly different from the usual.

Comparing FY 13/14 Service Performance to FY 12/13 we note:

Ridership	down	3.2%
Service Hours	up	1.0%
Productivity	down	4.2%

Comparing FY 13/14 Actual to FY 13/14 Budget we find:

Ridership	8.3%	under plan
Service Hours	4.5%	under plan
Productivity	4.0%	under plan

Ridership is down and Productivity is down but Service Hours are up a bit. This reflects the loss of the Girls and Boys Club riders and the pass sales down to some Agencies. Staff will offer a complete yearend report as soon as data is available.

Passengers	Total13-14	Total12-13	13-14 less 12-13	% change from12-13	13-14 Budget	Diff from Bud	%Diff from Bud
3 Ukiah Dial-a-Ride	24,324	21,820	2504	11.5%	25,520	(1,196)	-4.7%
4 Fort Bragg Dial-a-Ride	16,004	17,856	-1852	-10.4%	15,579	425	2.7%
Total Dial-a-Ride	40,328	39,676	652	1.6%	41,099	(771)	-1.9%
01 Willits Local	12,479	9,893	2586	26.1%	13,700	(1,221)	-8.9%
7 Jitney	5,571	4,251	1320	31.1%	5,748	(177)	-3.1%
9 Local	174,932	186,278	-11346	-6.1%	181,839	(6,907)	-3.8%
20 & 21 Willits-Ukiah	43,447	45,882	-2435	-5.3%	61,143	(17,696)	-28.9%
Total Inland	236,429	246,304	-9875	-4.0%	262,430	(26,001)	-9.9%
5 Bragg>About	20,798	23,303	-2505	-10.7%	25,569	(4,771)	-18.7%
60 Coaster	17,316	17,088	228	1.3%	15,964	1,352	8.5%
Total Coast Local	38,114	40,391	-2277	-5.6%	41,533	(3,419)	-8.2%
65 CCRider	15,115	13,658	1457	10.7%	11,640	3,475	29.9%
74 Gualala-Ukiah (Saturday)	869	914	-45	-4.9%	1,476	(607)	-41.1%
75 Gualala-Ukiah	9,813	9,806	7	0.1%	10,073	(260)	-2.6%
95 Point Arena-Santa Rosa	7,439	8,429	-990	-11.7%	8,733	(1,294)	-14.8%
Total Coast/Long	33,236	32,807	429	1.3%	31,922	1,314	4.1%
08 Local Evening Service	14,260	15,258	-998	-6.5%	18,000	(3,740)	-20.8%
Total Flex Routes	14,260	15,258	-998	-6.5%	18,000	(3,740)	-20.8%
GRAND TOTAL Passengers	362,367	374,436	-12069	-3.2%	394,984	(32,617)	-8.3%

Service Hours	Total13-14	Total12-13	13-14 less 12-13	% change from12-13	13-14 Budget	Diff from Bud	%Diff from Bud
3 Ukiah Dial-a-Ride	6,009	5,939	70	1.2%	6,913	(904)	-13.1%
4 Fort Bragg Dial-a-Ride	3,866	3,942	-76	-1.9%	4,118	(252)	-6.1%
Total Dial-a-Ride	9,875	9,881	-6	-0.1%	11,031	(1,156)	-10.5%
01 Willits Flex	2,459	2,269	190	8.4%	2,646	(187)	-7.1%
7 Jitney	381	375	6	1.7%	336	45	13.4%
9 Local	8,664	8,607	57	0.7%	9,134	(470)	-5.1%
20 & 21 Willits-Ukiah	3,877	3,858	19	0.5%	4,002	(125)	-3.1%
Total Inland	15,381	15,109	272	1.8%	16,118	(737)	-4.6%
5 Bragg>About	2,696	2,680	17	0.6%	2,671	25	0.9%
60 Coaster	1,619	1,520	99	6.5%	1,495	124	8.3%
Total Coast Local	4,315	4,199	116	2.8%	4,166	149	3.6%
65 CCRider	3,614	3,594	20	0.6%	3,669	(55)	-1.5%
74 Gualala-Ukiah (Saturday)	470	461	9	1.9%	469	1	0.2%
75 Gualala-Ukiah	2,310	2,308	2	0.1%	2,273	37	1.6%
95 Point Arena-Santa Rosa	3,453	3,452	1	0.0%	3,346	107	3.2%
Total Coast/Long	9,847	9,815	32	0.3%	9,757	90	0.9%
08 Local Evening Service	2,404	2,395	10	0.4%	2,711	(307)	-11.3%
Total Flex Routes	2,404	2,395	10	0.4%	2,711	(307)	-11.3%
GRAND TOTAL service hours	41,822	41,399	423	1.0%	43,783	(1,961)	-4.5%

Productivity passengers per service hour	Total13-14	Total12-13	13-14 less 12-13	% change from12-13	13-14 Budget	Diff from Bud	%Diff from Bud
3 Ukiah Dial-a-Ride	4.05	3.67	0.37	10.2%	3.69	0.36	9.7%
4 Fort Bragg Dial-a-Ride	4.14	4.53	-0.39	-8.6%	3.78	0.36	9.4%
Total Dial-a-Ride	4.08	4.02	0.07	1.7%	3.73	0.36	9.6%
01 Willits Flex	5.07	4.36	0.71	16.4%	5.18	(0.10)	-2.0%
7 Jitney	14.62	11.34	3.28	28.9%	17.11	(2.49)	-14.5%
9 Local	20.19	21.64	-1.45	-6.7%	19.91	0.28	1.4%
20 & 21 Willits-Ukiah	11.21	11.89	-0.69	-5.8%	15.28	(4.07)	-26.7%
Total Inland	15.37	16.30	-0.93	-5.7%	16.28	(0.91)	-5.6%
5 Bragg>About	7.71	8.70	-0.98	-11.3%	9.57	(1.86)	-19.4%
60 Coaster	10.70	11.24	-0.55	-4.9%	10.68	0.02	0.2%
Total Coast Local	8.83	9.62	-0.79	-8.2%	9.97	(1.14)	-11.4%
65 CCRider	4.18	3.80	0.38	10.0%	3.17	1.01	31.8%
74 Gualala-Ukiah (Saturday)	1.85	1.98	-0.13	-6.7%	3.15	(1.30)	-41.2%
75 Gualala-Ukiah	4.25	4.25	0.00	0.0%	4.43	(0.18)	-4.1%
95 Point Arena-Santa Rosa	2.15	2.44	-0.29	-11.8%	2.61	(0.46)	-17.5%
Total Coast/Long	3.38	3.34	0.03	1.0%	3.27	0.10	3.2%
08 Local Evening Service	5.93	6.37	-0.44	-6.9%	6.64	(0.71)	-10.7%
Total Flex Routes	5.93	6.37	-0.44	-6.9%	6.64	(0.71)	-10.7%
GRAND TOTAL Productivity	8.66	9.04	-0.38	-4.2%	9.02	(0.36)	-4.0%

Norma Wilson

08/21/2014

AGENDA ITEM # 3b

To: MTA Board of Directors
From: Norma Wilson, Operations Manager *N Wilson*
Date: August 22, 2014

Subj: Service Performance Report: May and Spring Quarter 2014

Attached is the Quarterly Report for Spring 2014 (March, April and May), plus the monthly report for May 2014. Performance of MTA services for the Spring Quarter exceeded or met five of the sixteen standards and performance improved compared to Spring 2013 for two of the sixteen measures. Senior Center data are also included, showing three of the standards met.

Performance in the month of May 2014 met or exceeded standards for five of twelve measures. Compared to May 2013, performance improved for one of the twelve.

Also attached is a year-to-date summary of statistics and performance. Due to month-to-month fluctuations, this year-to-date summary is more meaningful than the monthly reports. Compared with the same eleven months of last year, Total Public Service:

Fare Revenue	down	2.8%
Ridership	down	3.0%
Service hours	up	0.8%
Total operating cost	up	2.6%

That means that compared to last fiscal year after May (11 months):

Cost per hour (hourly rate)	increased	1.8% to \$88.13
Productivity (passengers per hour)	decreased	3.8% to 8.7
Farebox Ratio	decreased	5.2% to 14.4%
Average fare paid	flat	0.0% to \$1.45

Most indicators are basically flat. With the fare increase performance should improve in the next quarter. Staff will continue to monitor and report.

QUARTERLY PERFORMANCE

Service Month	Passengers per Hour	Farebox Ratio	Operating Cost per Hour	Cost per Passenger
	Higher # is better	Higher # is better	Lower # is better	Lower # is better
Dial-A-Rides				
Spring 2013	3.9	13.0%	82.61	21.03
Summer 2013	3.9	13.1%	84.78	21.66
Fall 2013	4.0	12.1%	90.71	22.62
Winter 2013/14	4.3	11.9%	93.36	21.90
Spring 2014	4.1	12.7%	89.33	21.85
STANDARD	4.5	15.0%	87.19	19.38
Flex Routes (***)				
Spring 2013	6.2	6.5%	74.45	11.92
Summer 2013	6.9	7.6%	73.96	10.76
Fall 2013	6.6	6.7%	81.26	12.24
Winter 2013/14	5.2	5.5%	81.06	15.71
Spring 2014	5.5	6.4%	79.69	14.61
STANDARD	8.2	15.0%	89.80	10.95
Short Distance Bus Routes (**)				
Spring 2013	15.6	15.6%	81.43	5.20
Summer 2013	14.7	14.7%	82.59	5.61
Fall 2013	15.7	14.8%	86.92	5.54
Winter 2013/14	13.8	13.3%	87.27	6.30
Spring 2014	13.3	14.0%	85.45	6.42
STANDARD	14.0	15.0%	88.16	6.30
Long Distance Bus Routes (*)				
Spring 2013	4.7	18.4%	82.42	17.62
Summer 2013	3.9	19.6%	85.26	21.67
Fall 2013	4.8	18.3%	90.52	18.92
Winter 2013/14	4.3	16.7%	93.15	21.73
Spring 2014	4.5	18.5%	90.77	19.96
STANDARD	3.2	15.0%	90.18	28.18
Senior Centers				
Spring 2013	3.7	12.0%	42.32	11.44
Summer 2013	3.4	13.0%	46.32	13.62
Fall 2013	3.4	12.9%	44.80	13.18
Winter 2013/14	3.4	11.1%	47.36	13.93
Spring 2014	3.0	10.8%	44.60	14.87
STANDARD	3.0	12.0%	46.19	15.40

(*) Includes Routes 60 Coaster, 65 C C Rider, 75 Gualala - Ukiah and 95 Point Arena - Santa
(**) Includes 5 BraggAbout, 7 Jitney, 9 Local, 15 Laytonville, 20/21 Willits, 30 Rdwd Vly
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
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Dial-A-Rides

May-13	3.9	15.0%	84.28
Feb-14	4.3	13.0%	90.19
Mar-14	4.1	12.1%	86.21
Apr-14	4.0	14.0%	91.12
May-14	4.2	12.0%	90.59
STANDARD	4.5	15.0%	87.19

Flex Routes (***)

May-13	6.1	7.3%	77.33
Feb-14	5.3	6.3%	74.03
Mar-14	5.3	5.5%	77.48
Apr-14	5.2	7.1%	80.62
May-14	5.9	6.7%	80.91
STANDARD	8.2	15.0%	89.80

Short Distance Bus Routes (**)

May-13	15.4	17.7%	82.70
Feb-14	14.7	15.8%	78.92
Mar-14	13.6	13.1%	84.36
Apr-14	13.0	15.3%	87.42
May-14	13.3	13.6%	84.50
STANDARD	14.0	15.0%	88.16

Long Distance Bus Routes (*)

May-13	5.0	21.9%	84.99
Feb-14	4.4	18.7%	85.97
Mar-14	4.4	16.4%	89.18
Apr-14	4.6	21.1%	94.90
May-14	4.7	17.9%	88.30
STANDARD	3.2	15.0%	90.18

(*) 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

Route/Run	Thru		May-14		YTD Service Miles	YTD Paid Hours	YTD Service Hours	Mileage Based Costs	Hourly Based Costs	Direct Costs	Indirect Costs	Total Costs	Hourly Rate	Pass per Hour	Fare Box Ratio	Pass per \$ Subsidy	Average Fare	Rev per Svc Hr
	YTD	Pass	YTD	Service Hours														
02 Willits - DAR	0	0	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR
03 Ukiah - DAR	22,163	22,163	5,499	58,092	47,000	6,537	58,092	216,165	93,341	139,459	486,005	90.21	4.0	11.6%	0.051	2.61	10.51	
04 Fort Bragg - DAR	14,793	14,793	3,556	40,290	32,613	3,878	40,290	128,327	74,070	92,012	327,022	91.96	4.2	13.1%	0.052	2.91	12.09	
Total Dial-A-Ride	36,956	36,956	9,055	98,382	79,613	10,415	98,382	344,492	167,411	231,511	823,027	90.90	4.1	12.2%	0.051	2.73	11.13	
01 Willits - Flex	0	0	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR
08 Local Evening Service	11,307	13,210	2,204	24,769	20,178	2,644	24,769	87,486	18,523	49,402	175,589	79.68	6.0	6.4%	0.080	0.86	5.13	
Total Flex Routes	11,307	13,210	2,204	24,769	20,178	2,644	24,769	87,486	18,523	49,402	175,589	79.68	6.0	6.4%	0.080	0.86	5.13	
01 Willits - Flex	8,869	11,369	2,255	28,247	22,899	2,797	28,247	92,468	22,550	53,997	191,914	85.11	5.0	4.6%	0.062	0.78	3.93	
05 Bragg>About	12,915	19,206	2,473	33,708	27,836	2,852	33,708	94,272	10,805	52,007	184,920	74.78	7.8	7.0%	0.112	0.67	5.22	
06 Bragg>About - Saturday	0	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR	
07 Jitney	2,674	5,197	349	4,847	6,044	442	4,847	14,633	1,629	8,710	31,016	88.97	14.9	8.6%	0.183	0.51	7.67	
09 Local	124,014	162,960	7,950	100,365	132,136	8,757	100,365	289,425	36,880	179,602	638,043	80.25	20.5	19.4%	0.317	0.76	15.60	
15 Laytonville-Willits	0	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR	
20 & 21 Willits	53,126	39,777	3,548	83,413	113,506	4,266	83,413	141,018	19,214	107,189	380,927	107.36	11.2	13.9%	0.121	1.34	14.97	
30 Redwood Valley	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	ERR	ERR	ERR	ERR	ERR	ERR	
52 Talmage	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	ERR	ERR	ERR	ERR	ERR	ERR	
Total Inland Routes	201,598	238,509	16,575	250,580	302,421	19,114	250,580	631,816	91,078	401,503	1,426,819	86.08	14.4	14.1%	0.195	0.85	12.16	
60 Coaster	12,776	16,118	1,492	40,436	33,185	1,815	40,436	60,002	6,556	39,040	138,783	93.01	10.8	9.2%	0.128	0.79	8.56	
61 Coaster - Saturday	0	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR	
65 CC Rider	111,235	13,814	3,302	101,561	82,593	4,959	101,561	134,383	14,398	90,560	321,934	97.51	4.2	34.6%	0.066	8.05	33.69	
70 Coast to Coast	0	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR	ERR	
74 Gualala - Saturday	2,089	775	426	9,600	7,746	487	9,600	16,111	2,930	10,520	37,308	87.56	1.8	5.6%	0.022	2.70	4.90	
75 Gualala	16,981	9,038	2,118	46,200	37,381	2,426	46,200	80,225	14,639	51,720	183,964	86.85	4.3	9.2%	0.054	1.88	8.02	
95 Point Arena-Santa Rosa	29,906	6,771	3,170	64,982	52,590	3,618	64,982	119,725	23,040	76,416	271,771	85.73	2.1	11.0%	0.028	4.42	9.43	
Total Coastal & Long Routes	172,987	46,516	10,508	262,779	213,495	12,405	262,779	410,447	61,562	268,256	953,760	90.76	4.4	18.1%	0.060	3.72	16.46	
Total Public Service	486,667	335,191	38,342	636,510	615,707	44,578	636,510	1,474,241	338,674	950,674	3,379,196	88.13	8.7	14.4%	0.116	1.45	12.89	
97 Contract Services	51,977	4,801	1,004	8,386	6,788	1,004	8,386	33,186	4,616	17,457	62,047	61.82	4.8	83.8%	0.477	10.83	51.79	
98 Charter	50,059	10,992	572	7,573	8,543	572	7,573	19,110	2,062	11,408	41,123	71.86	19.2	121.7%	-1,230	4.55	87.47	
Total Other	102,036	15,793	1,576	15,959	15,331	1,576	15,959	52,296	6,678	28,865	103,170	65.47	10.0	98.9%	13,925	6.46	64.75	
Total	588,703	350,984	39,918	652,469	631,038	46,154	652,469	1,526,537	345,253	979,539	3,482,366	87.24	8.8	16.9%	0.121	1.68	14.75	
										Total Mileage, Labor & Direct Costs	2,502,827	39%			100%			
											18%	44%	10%	28%				

Mendocino Transit Authority Year to Date Statistics Comparison

Comparison
FY 12/13 - FY 13/14

Route/Run	YTD Through 12/13			YTD Through 13/14			May-14			YTD Through 12/13			YTD Through 13/14			May-14			YTD Through 12/13			YTD Through 13/14			May-14		
	Fare Revenue	13/14 Fare Revenue	Amount Diff	% Diff	Pass	13/14 Pass	Amount Diff	% Diff	Amount Diff	Hours	13/14 Hours	Service Hours	% Diff	Cost	13/14 Total Cost	Total Cost	% Diff	Amount Diff	Diff	Cost	13/14 Total Cost	Total Cost	% Diff	Amount Diff	Diff		
02 Willits - DAR	0	0	0	ERR	0	0	0	ERR	0	0	0	0	ERR	0	0	0	ERR	0	0	0	0	0	ERR	0	0		
03 Ukiah - DAR	54,733	57,779	3,046	5.6%	20,142	22,163	2,021	10.0%	2,021	5,489	5,499	10	0.2%	471,698	496,005	24,307	5.2%	24,307	24,307	496,005	496,005	0	0	0	0		
04 Fort Bragg - DAR	54,245	42,966	(11,279)	-20.7%	16,543	14,793	(1,750)	-10.6%	(1,750)	3,629	3,556	(73)	-2.0%	325,094	327,022	1,928	0.6%	1,928	1,928	327,022	327,022	0	0	0	0		
Total Dial-A-Ride	108,978	100,775	(8,203)	-7.5%	36,685	36,956	271	0.7%	271	9,118	9,055	(63)	-0.7%	796,792	823,027	26,235	3.3%	26,235	26,235	823,027	823,027	0	0	0	0		
08 Local Evening Service	11,628	11,307	(321)	-2.8%	14,013	13,210	(803)	-5.7%	(803)	2,204	2,204	0	0.0%	176,394	175,589	(805)	-0.5%	(805)	(805)	175,589	175,589	0	0	0	0		
Total Flex Routes	11,628	11,307	(321)	-2.8%	14,013	13,210	(803)	-5.7%	(803)	2,204	2,204	0	0.0%	176,394	175,589	(805)	-0.5%	(805)	(805)	175,589	175,589	0	0	0	0		
01 Willits - Flex	7,001	8,869	1,868	26.7%	8,906	11,369	2,463	27.7%	2,463	2,066	2,255	189	9.1%	172,125	191,914	19,789	11.5%	19,789	19,789	191,914	191,914	0	0	0	0		
05 Bragg/About	14,438	12,915	(1,523)	-10.5%	21,659	19,206	(2,453)	-11.3%	(2,453)	2,466	2,473	7	0.3%	175,883	184,920	9,037	5.1%	9,037	9,037	184,920	184,920	0	0	0	0		
06 Bragg/About - Saturday	0	0	0	ERR	0	0	0	ERR	0	0	0	0	ERR	0	0	0	ERR	0	0	0	0	0	ERR	0	0		
07 Jitney	1,898	2,674	776	40.9%	3,849	5,197	1,348	35.0%	1,348	348	349	1	0.2%	30,974	31,016	42	0.1%	42	42	31,016	31,016	0	0	0	0		
09 Local	131,542	124,014	(7,528)	-5.7%	171,751	162,960	(8,791)	-5.1%	(8,791)	7,895	7,950	55	0.7%	638,491	638,043	(448)	-0.2%	(448)	(448)	638,043	638,043	0	0	0	0		
15 Laytonville-Willits	0	0	0	ERR	0	0	0	ERR	0	0	0	0	ERR	0	0	0	ERR	0	0	0	0	ERR	0	0			
20 & 21 Willits	58,509	53,126	(5,383)	-9.2%	42,555	39,777	(2,778)	-6.5%	(2,778)	3,561	3,548	(3)	-0.1%	391,689	380,927	(10,762)	-2.7%	(10,762)	(10,762)	380,927	380,927	0	0	0	0		
30 Redwood Valley	0	0	0	ERR	0	0	0	ERR	0	0	0	0	ERR	0	0	0	ERR	0	0	0	0	ERR	0	0			
40 Potter Valley	0	0	0	ERR	0	0	0	ERR	0	0	0	0	ERR	0	0	0	ERR	0	0	0	0	ERR	0	0			
52 Talmage	0	0	0	ERR	0	0	0	ERR	0	0	0	0	ERR	0	0	0	ERR	0	0	0	0	ERR	0	0			
54 Hopland	0	0	0	ERR	0	0	0	ERR	0	0	0	0	ERR	0	0	0	ERR	0	0	0	0	ERR	0	0			
Total Inland Routes	213,388	201,598	(11,790)	-5.5%	248,720	238,509	(10,211)	-4.1%	(10,211)	16,326	16,575	249	1.5%	1,410,162	1,426,819	16,657	1.2%	16,657	16,657	1,426,819	1,426,819	0	0	0	0		
60 Coaster	12,210	12,776	566	4.6%	15,836	16,118	282	1.8%	282	1,397	1,492	95	6.8%	125,727	138,783	13,056	10.4%	13,056	13,056	138,783	138,783	0	0	0	0		
61 Coaster - Saturday	0	0	0	ERR	0	0	0	ERR	0	0	0	0	ERR	0	0	0	ERR	0	0	0	0	ERR	0	0			
65 CC Rider	103,349	111,235	7,886	7.6%	12,475	13,814	1,339	10.7%	1,339	3,297	3,302	5	0.1%	302,607	321,934	19,327	6.4%	19,327	19,327	321,934	321,934	0	0	0	0		
70 Coast to Coast	0	0	0	ERR	0	0	0	ERR	0	0	0	0	ERR	0	0	0	ERR	0	0	0	0	ERR	0	0			
74 Guialala - Saturday	2,128	2,089	(39)	-1.8%	832	775	(57)	-6.9%	(57)	417	426	9	2.2%	35,766	37,308	1,542	4.3%	1,542	1,542	37,308	37,308	0	0	0	0		
75 Guialala	16,299	16,981	682	4.2%	9,210	9,038	(172)	-1.9%	(172)	2,125	2,118	(7)	-0.3%	180,687	183,964	3,277	1.8%	3,277	3,277	183,964	183,964	0	0	0	0		
95 Point Arena-Santa Rosa	32,577	29,906	(2,671)	-8.2%	7,850	6,771	(1,079)	-13.7%	(1,079)	3,168	3,170	2	0.1%	265,840	271,771	5,931	2.2%	5,931	5,931	271,771	271,771	0	0	0	0		
Total Coastal & Long Routes	166,563	172,987	6,424	3.9%	46,203	46,516	313	0.7%	313	10,404	10,508	104	1.0%	910,627	953,760	43,133	4.7%	43,133	43,133	953,760	953,760	0	0	0	0		
Total Public Service	500,557	486,667	(13,890)	-2.8%	345,621	335,191	(10,430)	-3.0%	(10,430)	38,052	38,342	290	0.8%	3,293,975	3,379,196	85,221	2.6%	85,221	85,221	3,379,196	3,379,196	0	0	0	0		
97 Contract Services	58,528	51,977	(6,551)	-11.2%	6,856	4,801	(2,055)	-30.0%	(2,055)	1,114	1,004	(110)	-9.9%	70,193	62,047	(8,146)	-11.6%	(8,146)	(8,146)	62,047	62,047	0	0	0	0		
98 Charter	35,874	50,059	14,185	39.5%	9,555	10,992	1,437	15.0%	1,437	419	572	153	36.6%	30,062	41,123	11,061	36.8%	11,061	11,061	41,123	41,123	0	0	0	0		
Total Other	94,402	102,036	7,634	8.1%	16,411	15,793	(618)	-3.8%	(618)	1,533	1,576	43	2.8%	100,255	103,170	2,915	2.9%	2,915	2,915	103,170	103,170	0	0	0	0		
Total	594,959	588,703	(6,256)	-1.1%	362,032	350,984	(11,048)	-3.1%	(11,048)	39,585	39,918	333	0.8%	3,394,230	3,482,366	88,136	2.6%	88,136	88,136	3,482,366	3,482,366	0	0	0	0		

Subsidy, Ft Bragg DAR (RRCR 1,404,345

350,984

39,918

3,482,366

Mendocino Transit Authority Year to Date Performance Comparison
 FY 12/13 - FY 13/14

Wednesday June 25, 2014

File(Budget12\ROUTEYTD)

Route/Run	YTD Through 12/13		YTD Through 13/14		YTD Through 12/13		YTD Through 13/14		YTD Through 12/13		YTD Through 13/14		YTD Through 12/13		YTD Through 13/14		
	Hourly Rate	Amount Diff	% Diff	Pass per Hour	Amount Diff	Farebox Ratio	Farebox Ratio	% Diff	Farebox Ratio	Farebox Ratio	% Diff	Average Fare	Average Fare	% Diff	Amount Diff	% Diff	
02 Willits - DAR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR
03 Ukiah - DAR	85.94	4.27	5.0%	3.7	4.0	11.6%	11.6%	0.4%	9.8%	0.4	0.4%	2.72	2.61	0.4%	-0.11	-4.1%	
04 Fort Bragg - DAR	89.58	2.38	2.7%	4.6	4.2	16.7%	13.1%	-8.7%	16.7%	13.1%	-3.5%	3.28	2.91	-11.4%	-0.37	-11.4%	
Total Dial-A-Ride	87.39	3.51	4.0%	4.0	4.1	13.7%	12.2%	-1.4%	13.7%	12.2%	-1.4%	2.97	2.73	-10.5%	-0.24	-8.2%	
08 Local Evening Service	80.03	-0.35	-0.4%	6.4	6.0	6.6%	6.4%	-5.7%	6.6%	6.4%	-0.2%	0.83	0.86	-2.3%	0.03	3.2%	
Total Flex Routes	80.03	-0.35	-0.4%	6.4	6.0	6.6%	6.4%	-5.7%	6.6%	6.4%	-0.2%	0.83	0.86	-2.3%	0.03	3.2%	
01 Willits - Flex	83.31	1.79	2.2%	4.3	5.0	4.1%	4.6%	17.0%	4.1%	4.6%	0.6%	0.79	0.78	13.6%	-0.01	-0.8%	
05 Bragg/About	71.32	3.46	4.8%	8.8	7.8	8.2%	7.0%	-11.6%	8.2%	7.0%	-1.2%	0.67	0.67	-14.9%	0.01	0.9%	
06 Bragg/About - Saturday	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR
07 Jitney	89.01	-0.03	-0.0%	11.1	14.9	6.1%	8.6%	34.8%	6.1%	8.6%	2.5%	0.49	0.51	40.7%	0.02	4.3%	
09 Local	81.00	-0.75	-0.9%	21.8	20.5	20.6%	19.4%	-5.8%	20.6%	19.4%	-1.1%	0.77	0.76	-5.5%	-0.00	-0.6%	
15 Laytonville-Willits	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR
20 & 21 Willits	110.30	-2.95	-2.7%	12.0	11.2	14.9%	13.9%	-6.5%	14.9%	13.9%	-1.0%	1.37	1.34	-6.6%	-0.04	-2.9%	
30 Redwood Valley	ERR	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	ERR
52 Talmage	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR
54 Hoiland	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR
Total Inland Routes	86.38	-0.29	-0.3%	15.2	14.4	15.1%	14.1%	-5.5%	15.1%	14.1%	-1.0%	0.86	0.85	-6.6%	-0.01	-1.5%	
60 Coaster	90.00	3.01	3.3%	11.3	10.8	9.7%	9.2%	-4.7%	9.7%	9.2%	-0.5%	0.77	0.79	5.2%	0.02	2.8%	
61 Coaster - Saturday	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR
65 CC Rider	91.78	5.72	6.2%	3.8	4.2	34.2%	34.6%	10.6%	34.2%	34.6%	0.4%	8.28	8.05	-2.8%	-0.23	-2.8%	
70 Coast to Coast	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR
74 Guialala - Saturday	85.77	1.79	2.1%	2.0	1.8	5.9%	5.6%	-8.8%	5.9%	5.6%	-0.4%	2.56	2.70	0.14	5.4%		
75 Guialala	85.03	1.82	2.1%	4.3	4.3	9.0%	9.2%	-1.6%	9.0%	9.2%	0.2%	1.77	1.88	0.11	6.2%		
95 Point Arena-Santa Rosa	83.91	1.82	2.2%	2.5	2.1	12.3%	11.0%	-13.8%	12.3%	11.0%	-1.3%	4.15	4.42	0.27	6.4%		
Total Coastal & Long Routes	87.53	3.24	3.7%	4.4	4.4	18.3%	18.1%	-0.3%	18.3%	18.1%	-0.2%	3.61	3.72	0.11	3.2%		
Total Public Service	86.57	1.57	1.8%	9.1	8.7	15.2%	14.4%	-3.8%	15.2%	14.4%	-0.8%	1.45	1.45	-5.2%	0.00	0.3%	
97 Contract Services	63.01	-1.19	-1.9%	6.2	4.8	83.4%	83.8%	-22.3%	83.4%	83.8%	0.4%	8.54	10.83	2.29	26.8%		
98 Charter	71.75	0.11	0.2%	22.8	19.2	119.3%	121.7%	-15.8%	119.3%	121.7%	2.4%	3.75	4.55	0.80	21.3%		
Total Other	65.40	0.07	0.1%	10.7	10.0	94.2%	98.9%	-6.4%	94.2%	98.9%	4.7%	5.75	6.46	0.71	12.3%		
Total	85.75	1.49	1.7%	9.1	8.8	17.5%	16.9%	-3.9%	17.5%	16.9%	-0.6%	1.64	1.68	0.03	2.1%		

Comparison
 FY 12/13 - FY 13/14

Description	12/13	13/14	Amount Diff	% Diff
Mileage	641,633	652,469	10,836	1.7%
Mileage Based Costs	557,873	631,038	(26,835)	-4.1%
Hourly Based Costs	1,398,537	1,526,537	128,000	9.2%
Direct Costs	328,859	345,253	16,394	5.0%
Overhead Costs	1,008,951	979,539	(29,422)	-2.9%
Total Costs	3,394,230	3,482,366	88,136	2.6%

Charter Rate Calculation
 Cost per mile calculation:

Actual	Plus	Plus	Hourly Rate Calculation:
0.659	39.10%	10.0%	Actual Hourly Rate
1.032	Overhead	Profit	Plus Direct Costs
1.733	1.44	1.01	Hourly Rate
1.233	2.41	2.65	Plus Overhead
	1.72	1.89	Hourly Rate
			Plus Profit
			20.0%
			33.07
			22.6%
			40.55
			39.10%
			56.41
			67.69

Agenda Item # 4

To: Board of Directors
From: Sally Webster, Finance & Personnel Manager
Date: June 24, 2014
Subj: Financial Statements as of May 31, 2014

Attached are Financial Statements for the month ending May 2014. The Income Statement shows a gain of \$94,725 and a \$118,176 *positive* budget performance. Comparing year-to-date through May 14 to May 13: Operating Revenue is up \$4,951 (0.7%). Other Revenue is up 4.6% and Operating Expenses are up 2.6% compared to the previous year. Our operating expenses compared to our budget are down (-3.5%).

The Mobility Management Program is reflected in the financial statements. We no longer have any grants to cover the cost of the program, therefore TDA is covering the loss (\$8,281) at this time.

The Capital Income/Expense Statement reflects a gain of \$256,137 this month, including STA carryover. For further details to the capital program, please see Agenda Item #6.

Mendocino Transit Authority				
Budget to Actual Income Statement for eleven months ending				May-14
Description Revenue	-----Year to Date-----		Variance \$	Variance %
	Actual \$	Budget \$		
Operating Revenue	739,113	739,271	(158)	-0.0%
Other Revenue	2,900,147	2,898,482	1,665	0.1%
Total Revenue	3,639,260	3,637,753	1,507	0.0%
Operating Expenses				
Transportation	2,464,978	2,529,579	(64,601)	-2.6%
Maintenance	415,437	437,575	(22,138)	-5.1%
Administration	656,178	696,450	(40,272)	-5.8%
Total Operating Expenses	3,536,593	3,663,604	(127,011)	-3.5%
Other (Income)/Expense	(339)	(2,400)	2,061	-85.9%
Mobility Management Program				
Revenue	29,880		29,880	ERR
Expense	(38,161)		(38,161)	ERR
Net Gain/(Loss) Before Depreciation	94,725	(23,451)	118,176	ERR

Mendocino Transit Authority		
Balance Sheet as of	May-14	
Description	\$	\$
ASSETS		
Current Assets		
Cash	1,510,460	
A/R, Prepaid Expenses & Inventory	765,369	
Total Other Current Assets		2,275,829
Property, Plant & Equip Net of Depreciation		11,419,148
Investment - Deferred		0
Total Assets		13,694,977
LIABILITIES & EQUITY		
Current Liabilities		
Accounts Payable & Accruals	471,442	
Other Liabilities	192,274	
Provision for Restricted Funds	201,339	
Total Current Liabilities		865,055
Deferred Compensation Payable		0
Total Liabilities		865,055
Fund Equity		
Contributed Capital	11,791,058	
Retained Earnings	1,038,864	
Total Fund Equity		12,829,922
Total Liabilities and Equity		13,694,977

Mendocino Transit Authority

Budget to Actual Income Statement for eleven months ending

May-14

Description	Year to Date Actual \$	Annual Budget \$	Remaining \$	Actual as % of Budget
Capital Revenue:				
State Grants	1,845,981	2,580,546	(734,565)	71.5%
STA - Capital	186,884	191,920	(5,036)	97.4%
R/STIP		427,986	(427,986)	0.0%
Federal	189,841	1,730,000	(1,540,159)	11.0%
Transfer from Transit Reserve	56,710	13,154	43,556	431.1%
Local - Other			0	ERR
Sale of Assets	68,077		68,077	ERR
Interest Income	3,218		3,218	ERR
Other		86,875	(86,875)	0.0%
Total Revenue	2,350,711	5,030,481	(2,679,770)	46.7%

Capital Expenses:	Project	Year to Date Actual \$	Annual Budget \$	Remaining \$	Actual as % of Budget
1 Paratransit Van	90a	70,350	75,582	(5,232)	93.1%
1 Heavy Duty Bus	90b	461,368	463,000	(1,633)	99.6%
2 Paratransit Vans	91a	140,645	151,164	(10,519)	93.0%
3 Large Vans	91b	258,305	249,696	8,609	103.4%
2 Heavy Duty Buses	91c	922,834	926,000	(3,166)	99.7%
2 Paratransit Vans	92c	140,700	151,164	(10,464)	93.1%
				0	ERR
				0	ERR
				0	ERR
				0	ERR
				0	ERR
Transportation	27		4,000	(4,000)	0.0%
Maintenance	28	99,559	80,000	19,559	124.4%
Office	29	2,633	24,625	(21,992)	10.7%
Bus Stops	30	37,833	49,500	(11,667)	76.4%
				0	ERR
Security Cameras/Projects	80	3,573	16,045	(12,472)	22.3%
Transmissions/Major Repairs			12,000	(12,000)	0.0%
Vehicle Equipment (Fare Boxes)		4,170	3,900	270	106.9%
				0	ERR
			0	0	ERR
				0	ERR
Solar Canopy	c/o 81	211,584	271,323	(59,739)	78.0%
				0	ERR
Admin/Ops - Preliminary Design	89	902	0	902	ERR
Redwood Coast Senior Center	114		74,616	(74,616)	0.0%
Ukiah Senior Center	115		74,616	(74,616)	0.0%
Misc - Other				0	ERR
Total Expenses		2,354,455	2,627,231	(272,776)	89.6%

Net Gain/(Loss) before Carryover	(3,744)	2,403,250	(2,406,994)
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FY 2012/13 Carryover				
STA - Capital		259,881	82,451	177,430 315.2%
Transfer from Transit Reserve				0 ERR

Net Gain/(Loss)	256,137	2,485,701	(2,229,564)
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REVENUE - Budget to Actual Comparison

Date: 24-Jun-14

Dpt	A/C #	Description	May-14 Budget	May-14 Actual	May-14 Variance	May-14 %	YTD Budget	YTD Actual	YTD Variance	YTD %
Operating Revenue										
40.	401.100	Fares-Passenger	30,934	34,272	3,338	10.8%	339,730	348,774	9,044	2.7%
40.	401.200	Fares Paid by Agencies	14,826	8,935	(5,891)	-39.7%	162,829	137,889	(24,940)	-15.3%
40.	402.200	Contract Service	4,583	4,822	239	5.2%	50,417	51,977	1,560	3.1%
40.	405.100	Charter	4,238	3,663	(575)	-13.6%	24,617	46,044	21,427	87.0%
40.	406.100	Displays Ads	781	3,300	2,519	322.4%	8,594	9,303	709	8.3%
40.	409.200	Sonoma County Participation	13,917	13,724	(193)	-1.4%	153,083	145,127	(7,956)	-5.2%
		Total	69,280	68,716	(564)	-0.8%	739,271	739,114	(157)	-0.0%

Other Revenue

40.	409.100	TDA - Operations	192,461	192,461	0	0.0%	2,117,068	2,117,068	(0)	-0.0%
40.	409.110	STA - Operations	25,000	25,000	0	0.0%	275,000	275,000	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	37,500	37,500	0	0.0%	412,500	412,500	0	0.0%
40.	413.110	Welfare to Work Grant	0	0	0	ERR	43,677	40,580	(3,097)	-7.1%
40.	413.200	Fed Planning Grant	0	0	0	ERR	0	0	0	ERR
40.	407.200	Senior Center Admin/Dispatch	2,000	2,000	(0)	-0.0%	22,004	22,004	0	0.0%
40.	407.210	Maintenance Labor Revenue	2,500	3,880	1,380	55.2%	27,500	28,876	1,376	5.0%
40.	407.220	Maintenance Parts Revenue	0	451	451	ERR	0	3,351	3,351	ERR
40.	407.400	Rental Income	0	0	0	ERR	0	0	0	ERR
40.	407.500	Other Income	67	85	18	27.5%	733	768	35	4.7%
		Total	259,528	261,377	1,849	0.7%	2,898,482	2,900,147	1,665	0.1%
		Combined - Oper/Other Rev	328,807	330,093	1,286	0.4%	3,637,753	3,639,261	1,508	0.0%

Revenue - Mobility Management Program

41.	401.100	Fares-Passenger		712	712		8,043	8,043		
41.	401.200	Fares Paid by Agencies		0	0			0		
41.	402.200	Contract Service		0	0			0		
41.	411.100	State Grant - Ag Worker/Commute Study		0	0			0		
41.	413.110	Federal Operating Grant - JARC		0	0		21,837	21,837		
41.	413.200	Federal Planning Grant - Commute Study		0	0			0		
41.	407.500	Other Income		0	0			0		
		Total	0	712	712		29,880	29,880		
		Combined	328,807	330,805	1,998	0.6%	3,637,753	3,669,141	31,388	0.9%

		Fares - Passenger/Agency	45,760	43,207	(2,553)	-5.6%	502,560	486,663	(15,897)	-3.2%
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Mendocino Transit Authority - Public Service

File:(Budget14)\EXPCUMBA)

Budget to Actual Comparison FY 2013/2014 YTD thru May-14

YTD thru May-14 Wednesday June 25, 2014

Description	Budget			Actual			Diff Amount	Diff %	Actual MMP	Actual Total
	Transp	Maint	Admin	Transp	Maint	Admin				
Wages	1,171,934	209,042	286,644	1,145,391	210,191	303,299	(8,739)	-0.5%	15,385	1,674,266
Wages-Vac/Sick/Hol	191,836	42,645	51,668	197,779	42,675	50,880	5,185	1.8%	1,967	293,301
Health	361,967	50,959	50,959	345,444	50,455	41,766	(26,220)	-5.7%	2,090	439,755
Workers Comp	95,407	12,405	1,567	100,352	12,718	2,451	6,141	5.6%	105	115,626
Retirement	122,248	25,156	30,326	115,428	25,834	33,707	(2,761)	-1.6%	1,194	176,163
Payroll Taxes	38,483	7,066	9,811	39,262	7,403	10,807	2,112	3.8%	428	57,900
Uniform Allowance	7,575	6,050		4,000	5,998		(3,627)	-26.6%		9,998
Travel Expenses	4,700	2,292	6,748	5,552	4,415	6,684	2,912	21.2%	240	16,891
Outside Labor	2,403	4,670	80,439	1,908	4,533	65,188	(15,884)	-18.2%	5,611	77,240
Fuel-Revenue Vehicles	390,996			363,540			(27,456)	-7.0%	3,265	366,805
Lube-Revenue Vehicles	13,762			9,347			(6,367)	-35.9%	1,428	10,775
Tires/Tubes-Revenue Vehicles	17,742			11,375			(21,291)	-67.8%		11,375
Parts-Revenue Vehicles		31,389			10,098		(334)	-20.2%		10,098
Expense Parts		1,650			1,316		(1,206)	-19.0%		1,316
Non-Capital Equipment	2,300	2,200	1,833	1,523	1,669	1,935	(1,772)	-13.9%	12	5,127
Office Supplies	375		12,375	324		10,654	(655)	-30.6%		10,990
Subscriptions	675		1,466	704		782	(113)	-1.8%		1,486
Dues & Memberships	305		5,950	430		5,712	(684)	-5.7%		6,142
Janitorial Supplies		12,045			11,361		(288)	-10.5%		11,361
Shop Supplies		2,750			2,462		669	7.5%		2,462
R & M-Buildings & Property		8,875			9,544		1,662	82.4%		9,544
Shelter Expense		2,017			3,679		3,906	20.2%	458	3,679
Telephone	7,458	990	10,877	9,481	1,077	12,673	(5,422)	-20.9%		23,689
Utilities	6,329	2,925	16,675	7,448	809	12,250	6,413	8.2%	5,979	20,507
Insurance	56,511	8,250	13,750	64,206	7,335	13,383	(387)	-23.5%		90,903
Purchased Transportation	1,650			1,263			(29,940)	-27.5%		1,263
Marketing			108,747			78,807	2,621	20.7%		78,807
Training	7,934	2,750	2,000	11,224	1,580	2,501	(1,812)	-42.6%		15,305
Board Expense			4,250			2,438	(479)	-9.7%		2,438
Miscellaneous	4,295	550	110	4,183	284	9		ERR		4,476
Vehicle Rental							(902)	-78.1%		253
Equipment Rental		900	255			253	2,119	9.3%		24,814
Property Rental	22,695			24,814			(127,011)	-3.5%	38,162	3,574,755
Total	2,529,579	437,575	696,450	2,464,978	415,436	656,179				3,536,593
	2,529,579	437,575	696,450	2,464,978	415,436	656,179				3,663,604

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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	
2014					
July	24	1:30	Willits	only	Cancelled 2014/15 Transit Needs: Willits
August	28	1:30	Point Arena	only	2014/15 Transit Needs: Point Arena
September	25	1:30	Fort Bragg	Ukiah	2014/15 Transit Needs: Fort Bragg
October	23	1:30	Ukiah	Fort Bragg	2014/15 Transit Needs: Ukiah
November	20	1:30	Fort Bragg	Ukiah	
December	18	1:30	Ukiah	Fort Bragg	
2015					
January	22	1:30	Fort Bragg	Ukiah	General Manager Evaluation
February	26	1:30	Willits	only	Initial 2015/16 Budget Discussion 2015/16 Transit Needs: Willits
March	26	1:30	Ukiah	Fort Bragg	DRAFT 2015/16 Budget & Claim
April	23	1:30	Point Arena	only	Proposed 2015/16 Budget
May	28	1:30	Fort Bragg	Ukiah	Proposed 2015/16 Budget
June	25	1:30	Ukiah	Fort Bragg	FINAL 2015/16 Budget

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To: MTA Board of Directors
From: Dan Baxter, General Manager 
Date: August 22, 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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To: Board of Directors
From: Glenna Blake, Marketing & Planning *GB*
Date: August 13, 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 fourth Unmet Transit Needs public forum for the FY 2015/16.

Unmet Transit Need identified thus far:

- Saturday bus service between Willits and Ukiah
- Additional bus service on Route #7, the Jitney, in Ukiah
- Service to Mendocino College in Ukiah from the North Mendocino Coast and/or drop off and pick up on the current Route #65 schedule
- Saturday bus service on Routes #75 and #60 to Fort Bragg
- Bus service to the North County Mendocino College Campus in Willits from the North Mendocino Coast
- Extend Route #60 that arrives in Mendocino at 12:19 PM to Navarro River and return trip to Fort Bragg.
- Saturday service on Route #60 between Fort Bragg and Navarro River.
- Earlier service to Fort Bragg High School to accommodate the morning bell time.
- Service to the new Howard Hospital campus in Willits
- Bus service to fill the transit void between Garberville and Willits.

Staff Recommendation:

Solicit public input for any Unmet Transit Needs for the South Mendocino Coast 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: August 22, 2014



Subject: Service and fare structure between Fort Bragg and Inland Mendocino College Campuses

Citizens on the North Coast of Mendocino County have had the good fortune of having Mendocino Community College step forward and "rescue" the former College of the Redwoods in Fort Bragg, avoiding the loss of post-secondary school education on the North Coast. Bringing the Fort Bragg campus into the Mendocino College "family" will afford students the opportunity to easily take classes at any Mendocino College campus, the most likely being the campuses in Willits and Ukiah.

This good fortune also offers some public transportation challenges. Students who wish to use public transportation will find one round trip daily, leaving Fort Bragg just after 7:00am and returning just after 6:00pm (there is also a trip through Anderson Valley using Rt. 60 & 75 which could be used, especially by students who live south of Fort Bragg). These trips are well used and it wouldn't take much of an increase to require a back-up bus or even an additional schedule. The number of students wanting to make this trip on our bus is completely unknown.

The existing fares for this trip are reasonable (especially when compared to making the trip by automobile) and we recently reduced the number of zones between Fort Bragg and Willits from four to three, making a one-way ride only \$3.00. A trip to the Ukiah Campus is at least five zones, costing \$4.50 one-way.

Staff has met with the college concerning both this issue and the possibility of the students increasing their student fees enough to allow students to use MTA at no additional expense. The college staff thought that our existing schedule would work and are unsure of the number of students who would need to travel to classes in Willits and Ukiah. We all agreed to continue discussions and look for funding in order to make a student fee increase more reasonable for the students.

Staff has been asked to study further reducing the fare for Fort Bragg students as a way of promoting our service and encouraging them to use it. At this time it is too early to know the appropriate course of action as ridership is unknown, and a further reduction to the fare revenue could potentially cause our farebox ratio to decline below standards. In July, we were able to reduce the number of zones from Fort Bragg to Willits, thus reducing fares for that trip. Another option to reduce fares at this time would be to purchase Punch Passes and Monthly Passes for those students who would use our service on a regular basis.

Staff would propose to do the following until more data can be obtained:

1. Work with the college to develop a more inclusive fare program, including all campuses;
2. Seek additional grant funding to add service to accommodate the demand to all campuses; and
3. Heavily promote riding our service, including outreach to the students, local advertising, and free ride passes.

TO: Board of Directors
From: Dan Baxter, General Manager
Date: August 22, 2014



Subject: 5311(f) Intercity Bus Grant

Staff is very pleased that our 5311(f) Grant Applications were both successful. These grants will allow us to add a Route 65 trip from Ukiah to Santa Rosa, two Route 20 trips between Willits and Ukiah on Saturday and provide a new bus for the Route 65 service.

This additional funding includes Toll Credits for the required local match so the entire budgeted cost of the additional service and new bus should be fully covered.

While it is still very early in the planning process we are getting ready to add this additional service. We have begun the process of ordering the bus and staff is reviewing available models. Staff is also getting input on the optimal schedule as we do our Rider and non-Rider Survey.

Funds for this type of grant are never immediately available but we believe we should be able to begin the new service no later than July, 2015 with a small possibility of receiving funding and starting service a few months earlier.

We are all looking forward to developing the schedule and getting this additional service started.

The email of the award from CalTrans follows.

Dan Baxter

From: Carstensen, David M@DOT <dave.carstensen@dot.ca.gov>
Sent: Tuesday, July 01, 2014 8:00 AM
To: Dan Baxter; Sally Webster
Cc: Hu, Ronaldo@DOT; Pongratz, Katherine A@DOT
Subject: Notice of Funding FTA 5311(f) Program - FFY2014 (Grant 69)

Dan Baxter and Sally Webster
Mendocino Transit Authority

Notice of Funding – FTA 5311(f) Program for FFY2014 (Grant 69)

This is to inform you that the Intercity Bus application review and selection committee met in Sacramento on June 18, 2014 and teleconference on June 24, 2014 to finalize their review and selection of FY 2014 Intercity Bus applications. They reviewed a total of 20 applications which requested a total amount of \$3.3 million in federal funding.

The five member review and selection committee for the FY 2014 Intercity Bus applications included representatives from California Association for Coordinated Transportation (CalACT), El Dorado Transit, Yolo County Transit District, a Caltrans District Transit Representative and Caltrans Division of Mass Transportation staff.

Project applications were reviewed and scored using the project evaluation criteria that was included in FY 2014 application forms and guidelines. Based on these criteria, the project selection committee approved 17 of the 20 projects for funding. Approved projects will be submitted to the FTA for grant approval in early September and a standard agreement will be provided thereafter.

Mendocino Transit Authority was approved for \$180,000 in operating assistance, plus \$150,000 for Bus Purchase – Expansion.

Congratulations!

Dave Carstensen
D1 Planning and Transit
445-6409