Mendocino Transit Authority

Board of Directors

Minutes of the Regular Board Meeting October 29, 2015
Ukiah - Bruce Richard Maintenance Facility

Present: Mastin, Doble, Tarbell, Strong, Peters, Gjerde

Excused: Cross

Staff: Baxter, Butler, Webster Others: Ellard, Cliff Paulin

Chair Mastin called the Meeting to order at 1:33 PM.

Chair Mastin asked for Public Comment

CONSENT CALENDER

Agenda Item #2: Minutes August 27 and September 24, 2015

Regular Board Meeting

Agenda Item #3: Service Performance Report: August 2015, and

Summer Quarter 2015

Agenda Item #4: Financial Report: August 2015

Agenda Item #5: Board Meeting Dates and Locations (moved to

Agenda Item #7

Agenda Item #6: Capital Program: Update/Progress Report

Director Strong requested we pull Agenda Items #3 & 4 for further discussion. Items pulled and placed as Action Items #7b&c.

Dir. **Peters** moved and Dir. **Strong** seconded to accept Agenda Items #2 and 6 of the Consent Calendar. Motion passed unanimously.

Agenda Item #7b: Service Performance Report: August & Summer Quarter 2015. Dir. Strong requested clarification of the Performance Measures on Page 7, and how it related to the Financial Statements. GM Baxter and Fin Mgr. Webster discussed the details of the report. It was noted that Total Operating Cost should read: 'Total Operating Cost Down 6.1%'

Agenda Item #7c: Financial Report: August 2015. No further discussion was requested on this item.

Dir. Gjerde arrived at 1:42 pm.

Dir. **Strong** moved, Dir. **Tarbell** seconded to approve Agenda Items #7b and #7c as corrected. Motion carried unanimously.

Agenda Item #7: Board Meeting Dates and Locations: Action: review and set new meeting dates if required. After discussion on rescheduling the November/December meetings, it was decided that the November meeting would be rescheduled to November 30th from 10:00 am to 5:00 pm. This meeting would be an all-day Team Building meeting. The December meeting would be scheduled on Dec 10th at 10:00 am to 1:00 pm., and preferably be a face-to-face meeting.

Moved by Dir. Strong and seconded by Dir. Gjerde, the motion passed unanimously.

Changing the Regular Board Meetings to the second or third Thursday was discussed. This was tabled to the December meeting to see if scheduling conflicts could be worked out.

Agenda Item #8: Unmet Transit Needs: GM Baxter stated that there were two new unmet needs added to the list. One need was met by a minor change in scheduling Route 60 to accommodate stops in Fort Bragg instead of deadheading back to the yard. Dir. Peters added service to Cleone once or twice a day. Dir. Tarbell questioned the timing as far as our CC Rider Service with Golden Gate Transit. GM Baxter explained that it is difficult to coordinate with GG Transit, as they often change their schedule and do not communicate with us when they do.

Agenda Item #9: Team Building Meeting: Review proposal: Cliff Paulin presented his proposal for a Facilitated Team Building meeting, which included the Scope of Work and proposed timeline.

Mr. **Paulin** pointed out that the Timeline presented in the packet will have to be compressed a bit to meet the November 30th date approved at this meeting. It will be a great facilitated team bldg effort, and it may result in a lot of questions raised that we may or may not be able to resolve in this timeframe.

Dir. **Doble** mentioned that this is a precursor to a more in depth strategic planning effort that was planned in the Spring, and that one of the goals of the Team Building Meeting will be to help form a detailed scope of services to move forward with the that future session.

The Board reached consensus that MTA move forward with what Mr. Paulin's proposal as proposed.

Dir. Mastin called for closed session at 2:34 pm, General Manager Evaluation - Pursuant to GC 54957(b)(1), Public Employee Evaluation.

Report out of Closed Session: An Ad Hoc Committee has been formed relative to the General Manager's Evaluation, consisting of Dir. Tarbell and Dir. Mastin. The committee will report back at the December Board meeting.

Due to time constraints, Agenda Items #10, #11, and #12 were omitted from the agenda.

The Regular meeting of the MTA Board of Directors adjourned at 3:32 pm.

James W. Mastin, Chair Sally Webster, Finance/Pers. Mgr.

THE PACE INTENTONALLY THE PACE IN THE PACE

To: MTA Board of Directors

From: Dan Baxter, General Manager

Date: December 2, 2015

Subj: Service Performance Report: October 2015

Attached is the Monthly Report for October 2015 comparing performance with the October 2014 Report. October 2015 performance exceeded six of the twelve standards, while nine of the standards improved or stayed the same compared with October 2009.

Also attached is a <u>year-to-date summary</u> 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 four months of last year, showing Total Public Service. Below are the highlights of the year-to-date summary:

Fare Revenue	Up	14.7%
Ridership	Down	0.1%
Service hours	Up	5.0%
Total operating cost	Down	4.9%

That means that compared to last fiscal year after October (Four months):

Cost per hour (hourly rate)	Decreased	9.4% to \$84.46
Productivity (passengers per hour)	Decreased	4.8% to 7.9
Farebox ratio	Increased	20.6% to 16.3%
The average fare paid	Increased	14.8% to \$1.75

October's data shows a nice increase in the Farebox Ratio and other related metrics. Productivity decreases but should improve as the new Ukiah-Santa Rosa route grows and when the College Fare Program begins in January.

MONTHLY PERFORMANCE

Service Month	Passengers per Hour	Farebox Ratio	Operating Cost per Hour
Dial-A-Rides			
Oct-14	3.8	12.0%	93.37
Jul-15	3.8	11.7%	91.97
Aug-15	4.0	13.2%	89.92
Sep-15	4.0	16.6%	103.32
Oct-15	4.1	13.6%	98.00
STANDARD	4.5	15.0%	87.19

Flex	Routes (***)			
	Oct-14	5.4	7.0%	81.29
	Jul-15	5.8	6.4%	80.67
	Aug-15	5.7	7.2%	73.30
	Aug-15 Sep-15	6.3	10.1%	82.93
	Oct-15	6.1	7.9%	77.02
	STANDARD	8.2	15.0%	89.80

Short Distance Bus	Routes (**)		
Oct-14	14.0	15.3%	87.55
Jul-15	12.7	12.8%	79.82
Aug-15	12.4	13.9%	73.46
Sep-15	14.2	21.2%	83.15
Oct-15	13.4	16.5%	78.95
STANDARD	14.0	15.0%	88.16

Long Distance Bus	Routes (*)			
Oct-14	4.9	18.9%	92.41	
Jul-15	3.4	15.4%	86.48	
Aug-15	3.4	18.0%	78.26	
Sep-15	3.9	24.5%	88.71	
Oct-15	4.1	22.1%	87.59	
STANDARD	3.2	15.0%	90.18	. 1

^(*) 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

Wednesday December 2,2015 Year-to-Date Statistics and Performance Mendocino Transit Authority

Actual FY 2015/16		Thru	Oct-15			0,00	70 00						· canocaa)	2002	2	
	OTV	VTV	OTA V	VIII	100000000000000000000000000000000000000	0.040	33.01		382,035	1,312,762		T	lle(Budget1;	FIIe(Budget12/ROUTEYTD)	0)	
	Fare	2	Service	Paid	Service	Rased	Hourly	Discot	Indiana	-		Pass	Fare	Pass		Rev
	Revenue	Pass	Hours	Hours	Miles	Costs	Costs	Costs	Costs	Coete	Pate	per	Box	per \$	Average	per
02 Willits - DAR	0	0	0	0	0	0	0	0	0	C	FRR	FRR	FRR	CDISCORE	Fare	SVC HI
03 Ukiah - DAR	23,847	7,583	1,939	2,307	20,809	15.971	76.158	37 679	53 291	183 099	94 45	0 %	13 0%	0000	אאם פ	אלה ל
04 Fort Bragg - DAR	19,356	5,372	1,324	1,588	14,925	11,330	52,440	27,972	37.693	129,435	97.73	2.7	15.0%	0.040	3 80	14.50
Total Dial-A-Ride	43,203	12,955	3,263	3,895	35,734	27,301	128,597	65,651	90,984	312,534	95.78	4.0	13.8%	0.048	3.33	13.24
01 Willits - Flex	C	C	C	C		c	C	C	0		0					
08 Local Evening Service	5.146	4 962	830	966	0 320	7 113	000000	0 000	0 0	0 0	TEAK TO I	TKK	ERK	ERR	ERR	ERR
Total Flex Routes	5 146	4 962	0000	900	9,529	7,113	32,000	6,228	18,949	65,159	78.51	0.9	7.9%	0.083	1.04	6.20
		700'1		0000	8,52,6	611.1	32,000	0,228	18,848	65,159	/8.51	0.9	7.9%	0.083	1.04	6.20
01 Willits - Flex	4,309	4,878	849	1,151	10,636	8,111	38,006	7,919	22,199	76.235	89.77	5.7	5.7%	0.068	88.0	5.07
05 BraggAbout	090'9	7,497	928	1,160	12,649	10,271	38,287	4,170	21,648	74,376	80.16	8.1	8.1%	0.110	0.03	6.53
	1,004	1,828	138	161	1,888	1,846	5,306	353	3,076	10,581	76.95	13.3	9.5%	0 191	0.55	7.30
	48,937	54,817	2,964	3,030	37,427	38,225	886'66	7,574	59,788	205,575	69.35	18.5	23.8%	0.350	0 89	16.51
20 & 21 Willits	20,035	14,584	1,336	1,491	31,415	32,793	49,203	4,345	35,390	121,731	91.09	10.9	16.5%	0.143	1.37	14 99
	538	221	149	139	5,871	4,466	4,590	378	3,868	13,302	89.57	1.5	4.0%	0.017	2.43	3.62
lotal Inland Routes	80,883	83,825	6,364	7,131	988'66	95,712	235,379	24,738	145,970	501,799	78.85	13.2	16.1%	0.199	0.96	12.71
													ERR	ERR	ERR	
	4,223	5,065	523	671	14,133	11,184	22,155	2,350	14,645	50,334	96.30	9.7	8.4%	0.110	0.83	808
65a New Route 65	9,478	631	687	787	13,762	10,476	25,991	1,754	15,698	53,919	78.47	6.0	17.6%	0.014	15.02	13.79
	44,538	4,851	1,236	1,368	38,063	29,038	45,155	5,573	32,727	112,493	91.04	3.9	39.6%	0.071	9.18	36.05
74 Gualala - Saturday	903	358	151	166	3,400	2,562	5,495	733	3,625	12,416	82.28	2.4	7.3%	0.031	2.52	5.98
	7,160	3,405	798	881	17,400	13,268	29,091	3,906	18,968	65,234	81.77	4.3	11.0%	0.059	2.10	8.97
95 Point Arena-Santa Rosa	11,/82	2,602	1,172	1,290	24,002	18,244	42,582	6,480	27,609	94,915	81.01	2.2	12.4%	0.031	4.53	10.06
otal Coastal & Long Routes	78,084	16,912	4,566	5,163	110,760	84,772	170,469	20,797	113,272	389,310	85.27	3.7	20.1%	0.054	4.62	17.10
Total Public Service	207,316	118,654	15,023	17,186	255,709	214.898	567.314	117.415	369.175	1.268.802	84.46	5 2	16 3%	0 442	4 75	42 00
														71.0	2	2000
97 Contract Services	23,194	1,242	385	385	3,163	2,405	12,696	986	6.602	22.690	58 98	3.2	102 2%	-2 462	18.67	80.20
	29,360	7,663	318	318	4,575	4,068	10,537	408	6,258	21.271	66.93	24.1	138 0%	-0 947	20.00	92.23
Total Other	52,554	8,905	703	703	7,738	6,473	23,233	1,394	12,860	43,960	62.58	12.7	119.5%	-1,036	5.90	74.81
- 40	010	044	1													
lotai	729,870	127,559	15,725	17,888	263,447	221,371	590,547	118,809	382,035	1,312,762	83.48	8.1	19.8%	0.121	2.04	16.53

Heat	Comparison	YTD Through	nrough	Oct-15		YTD Through	hguc	Oct-15		YTD Thr	Through	Oct-15		YTD Through	promote	Oct. 15	
Counterior Revenue Amount Name Name </th <th>FY14/15 - FY15/16</th> <th>14/15</th> <th>15/16</th> <th></th> <th></th> <th>14/15</th> <th>15/16</th> <th></th> <th></th> <th></th> <th>45.40</th> <th>2</th> <th></th> <th></th> <th>Ilbnoii</th> <th>001-10</th> <th>-</th>	FY14/15 - FY15/16	14/15	15/16			14/15	15/16				45.40	2			Ilbnoii	001-10	-
Control Cont		Fare	Fare	Amount	%	2	2	Amount	%	Service Service	Service	Amount	7/0	14/15 Total	15/16 Total		2
Value Law Value Value Law Value Law Value Law Value Law Value Value Law Value Law Value Law Value Law Value Value Law Value Law Value Law Value Law Value Value Law Value Law Value Law Value Law Value Value Law Value Law Value Law Value Law Value Value Law Value	Route/Run	Revenue	Revenue	Diff	Diff	Pass	Pass	Diff	Diff	Hours	Hours	Diff	Diff	Cost	Coet	Amount	% 2
March Lange Lang	02 Willits - DAR	0	0	0	ERR		0	0	ERR	0			FRR				דום
National Park Property 15,445 19,356 12,556 12,556 12,556 11,556 12,556 11,556 12,	03 Ukiah - DAR	21,129	23,847	2,718	12.9%	7,909	7,583	(326)	-4.1%	2.096	1.939	(157)	7 5%	200 883	183 000	(17 564)	AH S
Standar Colora	04 Fort Bragg - DAR	15,444	19,356	3,912	25.3%	5,256	5,372	116	2.2%	1.311	1,324	13	1 0%	131 530	120,039	(17,004)	-0.8%
Figure Contract Services 4 650 5146 499 10.7% 4,737 4,962 225 4,7% 830 830 60 60 60 60 60 60 60	l otal Dial-A-Ride	36,573	43,203	6,630	18.1%	13,165	12,955	(210)	-1.6%	3,407	3,263	(144)	-4.2%	332,193	312,534	(19,659)	-5.9%
State Cocal Evening Services 4,656 5,146 496 10.7% 4,727 4,982 2.55 4,77% 6.00																	
Total Flack Routes	38 Local Evening Service	4,650	5,146	496	10.7%	4.737	4.962	225	4 7%	830	830	(0)	/8000	000	0.14.70	000	
Secondary Seco	Total Flex Routes	4,650	5,146	496	10.7%	4,737	4,962	225	4.7%	830	830	00	-0.0%	68,889	65,159	(3,730)	-5.4%
Secondary Contract Services Contract Ser	01 Willits - Flex	3 554	000	700	700 70											(20.11)	
Total Consist Contract Services 1,000 House 1,100 House 1,000 House <td>DS Brand About</td> <td>6,004</td> <td>000,4</td> <td>(19)</td> <td>0,7.1.7</td> <td>4,441</td> <td>4,878</td> <td>437</td> <td>9.8%</td> <td>849</td> <td>849</td> <td>0</td> <td>%0.0</td> <td>74,377</td> <td>76,235</td> <td>1,858</td> <td>2.5%</td>	DS Brand About	6,004	000,4	(19)	0,7.1.7	4,441	4,878	437	9.8%	849	849	0	%0.0	74,377	76,235	1,858	2.5%
Second control contr	of Jitney	0,070	1,004	(18)	15 9%	1,851	7,497	(354)	-4.5%	928	928	(0)	-0.0%		74,376	(2,797)	-3.6%
Total Hard Route Services	09 Local	45 251	48 937	368	8 1%	1,707	1,828	121	7.1%	138	138	(E)	-0.4%		10,581	(2,103)	-16.6%
The color of the	20 & 21 Willits	19 620	20,035	415	2 1%	140,041	14,017	9/8	1.8%	2,964	2,964	0	%0.0	248,768	205,575	(43,193)	-17.4%
75,370 80,883 5,513 7,38 83,683 83,221 121 121 149 148 ERR 0,54 146 2.3% 652,100 501,799 (60,301) 4,111 4,223 1,12 2,7% 6,28 7,18 6,84 146 2.3% 652,100 501,799 (60,301) 4,225 4,458 2,26 6,47% 6,47% 6,47% 6,47% 6,47% 6,47% 6,47% 6,47% 6,47% 1,44 1,216 1,236	2 Willits 22	0	538	538	2 78 RR R	00000	14,004	(1,269)	-8.0%	1,339	1,336	(3)	-0.2%	149,098	121,731	(27,367)	-18.4%
4,111 4,223 112 2.7% 5,223 6,065 (158) -3.0% 6,28 146 2.3% 562,10 501,799 (60,301) 4,111 4,223 112 2.7% 5,223 5,065 (158) -3.0% 620 523 3 0.5% 53,796 50,394 (3,402) 6,322 4,111 4,225 4,458 1,651 6,31 6,31 6,31 6,31 6,31 6,31 6,31 6,31 6,31 6,31 6,31 6,32 9 6,28 6,28 6,03 1,11<	Total Inland Routes	75 370	80 883	5 513	7 30%	000000	177	177	חאק	0	149	149	ERR	0	13,302	13,302	ERR
4,111 4,223 112 2.7% 5,223 5,065 (156) -3.0% 520 523 3 0.5% 53,736 50,334 (3,402) 4,111 4,223 112 2.7% 5,223 5,065 (156) -3.0% 520 523 3 0.5% 53,736 50,334 (3,402) 42,252 44,558 2,266 5,212 4,851 (361) -6,9% 1,216 1,286 20 1,6% 123,428 112,493 (10,355) 834 5,336 5,212 4,851 (361) -6,9% 1,717 (0) -0.1% 73,164 65,334 (1,536) 10,627 11,782 1,156 10,9% 2,688 2,602 (286) -9,9% 1,172 (1) -0,0% 73,164 (5,324) (1,536) 64,156 78,084 13,284 13,284 13,284 13,245 1,246 1,248 1,312 1,568 1,39% 1,312 1,312 1,312						200	02,020	761	0.2%	0,218	6,364	146	2.3%	562,100	501,799	(60,301)	-10.7%
4,111 4,223 112 2.7% 5,223 5,065 (158) -3.0% 520 523 3 0.5% 53,736 50,334 (3,402) 42,252 44,538 2,286 5,478 6,613 4,114 6,97 ERR 0 68,399 12,402 6,394 13,402 12,402 13,402 14,538 11,249 13,402 10,908 11,249 13,402 12,402 11,536 10,908 11,249 13,402 12,402 10,908 10									I								-
4,11 4,223 112 2.7% 5,223 5,065 (156) -3.0% 520 523 3 0.5% 53,736 50,334 (3,402) 4,225 44,528 2,476 ERR 0 631 681 ERR 0 687 ERR 0 63,919 53,919 <td< td=""><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></td<>																	
42.26 43.47 ERR 6.31 6.31 ERR 6.39 6.87 ERR 6.0 53.919 63.919 63.919 6.9% 1,216 10.9% 6.346 3.405 4.99 -1.4% 7.89 7.99 7.172	Coaster	4,111	4,223	112	2.7%	5,223	5,065	(158)	-3.0%	520	523	6	0.5%	53.736	50 334	(3 402)	%E 9-
42,252 44,538 2,286 5,476 5,212 4,851 (361) -6,9% 1,216 1,236 20 1,6% 123,428 112,493 (10,935) 834 903 6,332 7,160 828 13.1% 3,464 3,405 (286) -9,9% 1,172 1,72 1,246 (7,930) 12,446 (7,930) 10,627 7,178 1,178 1,132 16,912 (286) -9,9% 1,172 1,28 (7,930) 12,446 (7,930) 10,627 1,782 1,132 16,912 (210) -1.2% 3,857 4,566 709 18,4% (7,930) 64,156 78,034 13,928 2,602 (210) -1.2% 3,857 4,566 709 18,4% (7,930) 18,444 180,749 1,936 9,1% 118,77 118,64 (63) -0.1% 14,312 16,023 71 50,86 13,34,04 1,234,04 1,234,04 1,234,04 1,236,324	Soa New Route 65	0 0	9,478	9,478	ERR	0	631	631	ERR	0	687	687	ERR	0	53.919	53.919	FRR
6,332 1,156 6,346 3,456 3,456 3,466 1,486 1,486 7,98 7,98 1,517 1,172 1	S CO Ridel	42,252	44,538	2,286	5.4%	5,212	4,851	(361)	-6.9%	1,216	1,236	20	1.6%	123.428	112.493	(10.935)	%6.8-
0,332 7,180 828 13.1% 3,454 3,405 (49) -1.4% 796 798 798 79 73,164 65,234 7,930 10,627 11,782 1,156 10.9% 2,688 2,602 (286) -9.9% 1,172 1,172 10,00% 106,586 94,915 (7,930) 64,156 78,084 13,928 2,17% 17,122 16,912 (210) -1.2% 3,857 4,566 709 18,4% 370,866 389,310 18,444 180,749 207,316 26,567 14,7% 118,717 118,654 (63) -0.1% 14,312 15,023 711 5.0% 1,334,048 1,268,802 (65,246) 21,256 23,194 1,936 9.1% 1,711 1,242 (469) -27,4% 380 385 5 1,2% 24,926 22,690 2,293 25,554 5,287 1,284 599 7,03 1,04 17.3% 41,067 1,312,762 <t< td=""><td>4 Gualaia - Saturday</td><td>834</td><td>903</td><td>69</td><td>8.3%</td><td>345</td><td>358</td><td>13</td><td>3.8%</td><td>151</td><td>151</td><td>(0)</td><td>-0.1%</td><td>13,952</td><td>12,416</td><td>(1.536)</td><td>-11.0%</td></t<>	4 Gualaia - Saturday	834	903	69	8.3%	345	358	13	3.8%	151	151	(0)	-0.1%	13,952	12,416	(1.536)	-11.0%
10,027 1,152 1,038 2,662 (286) -9.9% 1,172 1,172 0.0% 106,586 94,915 (11,671) 64,156 78,084 13,928 21,7% 17,122 16,912 (210) -1.2% 3,857 4,566 709 18,4% 370,866 38,310 18,444 180,749 207,316 26,567 14,7% 118,717 118,654 (63) -0.1% 14,312 15,023 711 5.0% 1,334,048 1,268,802 (65,246) 21,256 23,194 1,936 9,1% 1,711 1,242 (469) -27,4% 380 385 5 1,2% 24,926 22,690 (2,236) 26,009 29,360 3,351 12,2% 7,663 1,38% 599 7,03 104 17,3% 41,067 21,926 22,690 22,690 22,690 22,690 22,690 22,690 22,690 22,690 22,690 22,690 22,690 22,690 22,690 22,690 <	S Gualaia	0,332	7,760	828	13.1%	3,454	3,405	(49)	-1.4%	798	798	(0)	-0.0%	73,164	65,234	(7,930)	-10.8%
64,156 78,084 13,928 21,7% 17,122 16,912 (210) -1.2% 3,857 4,566 709 18,4% 370,866 389,310 18,444 180,749 207,316 26,667 14,7% 118,717 118,664 (63) -0.1% 14,312 15,023 711 5.0% 1,334,048 1,268,802 (65,246) 21,258 23,194 1,936 9.1% 1,711 1,242 (469) -27.4% 380 385 5 1.2% 24,926 22,690 (2,236) 26,009 29,360 3,351 11.2% 7,663 1,860 31.8% 599 703 104 17.3% 41.067 2,893 47,267 5,554 5,287 14.0% 126,241 126,241 126,245 13.34,048 16,141 21,271 5,130 26,009 29,360 3,351 11.2% 6,895 1,38% 599 703 104 17.3% 41.067 2,893 228,016	Total Cootal 8 1 2 2 Day		11,/82	1,155	10.9%	2,888	2,602	(286)	-9.9%	1,172	1,172	(0)	-0.0%	106.586	94.915	(11,671)	-11 0%
Total Public Service 180,749 207,316 26,567 14.7% 118,654 (63) -0.1% 14,312 15,023 711 5.0% 1,334,048 1,268,802 (65,246)	oral coastal & Long Nortes	1	78,084	13,928	21.7%	17,122	16,912	(210)	-1.2%	3,857	4,566	209	18.4%	370,866	389,310	18,444	2.0%
21.258 23.194 1,836 9.1% 1,711 1,242 (469) -27.4% 380 385 5 1.2% 24,926 22,690 (2,236) 47.267 52,554 5,287 11.2% 7,524 8,905 1,381 18.4% 599 703 104 17.3% 41.067 43.960 2.893 228,016 259,870 31,854 14.0% 126,241 127,559 1,318 1.0% 14,911 16,725 814 6.5% 1,375,115 1,312,762 (62,353)		180,749	207.316	26.567	14.7%	118 717	118 654	163/	7040	44.040	2000	1772					
21,256 23,194 1,936 9.1% 1,71 1,242 (469) -27.4% 380 385 5 1.2% 24,926 22,690 (2,236) 26,009 29,360 3,351 12.9% 5,813 7,663 1,850 31.8% 219 318 99 45,1% 16,141 21,271 5,130 47,267 52,554 5,287 11,2% 7,524 8,905 1,381 16,4% 599 703 104 17.3% 41,067 43,960 2,893 25,801 25,87 14,0% 126,241 127,659 1,318 1.0% 14,911 16,725 814 5,5% 1,375,115 1,312,762 (62,353)									0/-	710.41	13,043		2.0%		1,268,802	(65,246)	-4.9%
26,009 29,360 3.25 1.2% 5,17 1,242 1,242 22,690 (2,236) 47,267 52,554 5,287 11.2% 7,524 8,905 1,381 18.4% 219 318 99 45.1% 16,141 21,271 5,130 228,016 228,016 228,016 228,016 26,870 1,26,241 127,559 1,318 1.0% 14,911 16,725 814 5,5% 1,312,762 (62,353)	37 Contract Services	21.258	23 194	1 936	0 1%	1 711	4 242	(007)	707 100	000							
47.267 52.554 5.287 11.2% 7.524 8.905 1.381 18.4% 599 703 104 17.3% 41.067 43.960 2.893 228,016 259,870 31.854 14.0% 126,241 127,559 1,318 1.0% 14,911 16,725 814 8.5% 1,375,115 1,312,762 (62,353)	38 Charter	26,009	29,360	3.351	12.9%	7,77	7,242	4 050	24 00/	380	385	9	1.2%	24,926	22,690	(2,236)	%0.6-
228,016 259,870 31,854 14,0% 126,241 127,559 1,318 1,0% 14,911 16,725 814 5,5% 1,375,115 1,312,762 (62,353)	Total Other	47 267	52 554	5 287	14 20%	2007	200,0	000,1	31.0%	812	318	66	45.1%	16,141	21,271	5,130	31.8%
228,016 259,870 31,854 14.0% 126,241 127,559 1,318 1.0% 14,911 15,725 814 5.5% 1,375,115 1,312,762 (62,353) 259,870 1375,115 1,312,762 (62,353)			100,20	0.20	11.2.70	476,1	CO8.0	1,381	18.4%	669	703	104	17.3%	41,067	43,960	2,893	7.0%
259,870 127,559 15,725 15,725 1,312,762	Total	228,016	259,870	31,854	14.0%	126,241	127,559	1,318	1.0%	14.911	15.725	814	5 5%			(62 989)	4 50/
	Subsidy Ft Brace DAR (RCBC	613 753	259,870				127,559				15,725					(00:30)	10.4

Subsidy, Ft Bragg DAR (RCRC 613,753

FY14/15 - FY15/16				l										(0.11.00)		
	YTD Through	rough	Oct-15		YTD Through	hguc	Oct-15		YTD Through	rough	Oct-15		YTD Th	Through	Oct-15	
	14/15	15/16			14/15	15/16			14/15	15/16			44/45	45146		-
	Hourly	Hourly	Amount	%	_	Pass per	Amount	%	Farebox	Farebox	Amount	%	Average	Average	Amount	%
Noute/Kull	Kate	Kate	DIII	DIFF	Hour	Hour	Diff	Diff	Ratio	Ratio	Diff	Diff	Fare	Fare	Diff	Diff
02 WIIIIS - DAR	FKK	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	FRR	FRR
03 Ukiah - DAR	95.74	94.45	-1.29	-1.3%	3.8	3.9	0.1	3.7%	10.5%	13.0%		23.7%	2.67	3 14	0.47	17 7%
04 Fort Bragg - DAR	100.33	97.73	-2.60	-2.6%	4.0	1.4	0.0	1.2%	11.7%	15.0%	3.2%	27.4%	2 94	3.60	99	22 6%
Total Dial-A-Ride	97.50	95.78	-1.72	-1.8%	3.9	4.0	0.1	2.7%	11.0%	13.8%	2.8%	25.6%	2.78	3.33	0.56	20.0%
08 Local Evening Service	83.00	78.51	-4.48	-5.4%	5.7	0.9	0.3	4 8%	6.7%	7 0%	1 10%	17.0%	800	70	000	700
Total Flex Routes	83.00	78.51	-4.48	-5.4%	5.7	6.0	0.3	4.8%	6.7%	7.9%	1.1%	17.0%	0.98	1.04	0.00	2.0%
01 Willits - Flex	87.61	89.77	2.17	2.5%	52	5.7	4	708 0	700 /	70/	700.0	40.007	0	0		
05 BraggAbout	83.16	80.16	-3.01	-3.6%	8.5	8.1	4.0-	-4.5%	7.9%	8 1%	0.3%	3.5%	0.00	0.00	0.08	10.4%
07 Jitney	91.91	76.95	-14.96	-16.3%	12.4	13.3	6.0	7.5%	6.8%	8 5%	2 7%	38 8%	0.51	20.0	2000	1.1/0
09 Local	83.93	69.35	-14.58	-17.4%	18.2	18.5	0.3	1.8%	18.2%	23.8%	5.6%	30.9%	0.84	0.99	0.0	6.2%
20 & 21 Willits	111.35	91.09	-20.26	-18.2%	11.8	10.9	6.0-	-7.8%	13.2%	16.5%	3.3%	25.1%	1.24	1.37	0.00	11.0%
22 Willits 22	ERR	89.57	ERR	ERR	ERR	1.5	ERR	ERR	ERR	4.0%	ERR	ERR	FRR	2 43	FRR	20.7
Total Inland Routes	90.40	78.85	-11.55	-12.8%	13.5	13.2	-0.3	-2.1%	13.4%	16.1%	2.7%	20.2%	0.90	0.96	0.06	7.1%
				1												
60 Coaster	103.34	96.30	-7.04	-6.8%	10.0	9.7	4.0-	-3.5%	7.7%	8.4%	0.7%	8.7%	0.79	0.83	0.05	2 9%
65a New Route 65	ERR	78.47	ERR	ERR	ERR	6.0	ERR	ERR	ERR	17.6%	ERR	ERR	ERR	15.02	ERR	ERR
65 CC Rider	101.50	91.04	-10.46	-10.3%	4.3	3.9	4.0-	-8.4%	34.2%	39.6%	5.4%	15.7%	8.11	9.18	1.07	13.3%
74 Gualala - Saturday	92.40	82.28	-10.12	-11.0%	2.3	2.4	0.1	3.8%	%0.9	7.3%	1.3%	21.7%	2.42	2.52	0.10	4.3%
/5 Gualala	91.68	81.77	-9.92	-10.8%	4.3	4.3	-0.1	-1.4%	8.7%	11.0%	2.3%	26.8%	1.83	2.10	0.27	14.7%
95 Point Arena-Santa Rosa	1	81.01	-9.94	-10.9%	2.5	2.2	-0.2	-9.9%	10.0%	12.4%	2.4%	24.5%	3.68	4.53	0.85	23.1%
U lotal Coastal & Long Routes	96.15	85.27	-10.89	-11.3%	4.4	3.7	-0.7	-16.6%	17.3%	20.1%	2.8%	15.9%	3.75	4.62	0.87	23.2%
G Total Public Service	93.21	84.46	-8.75	-9.4%	8.3	7.9	-0.4	-4.8%	13.5%	16.3%	2.8%	20.6%	1.52	1.75	0.22	14.8%
500 tocataco O Tocatac	Q Q	0														
O OFFICE OCIVICAS	100	00.00	0.0	-10.1%	t.0	3.2	5.1-	-28.3%	85.3%	102.2%	16.9%	19.9%	12.42	18.67	6.25	50.3%
90 Charter	/3./0	66.93	-6.77	-9.2%	26.5	24.1	-2.4	-9.2%	161.1%	138.0%	-23.1%	-14.3%	4.47	3.83	-0.64	-14.4%
lotal Other	98.26	62.58	-5.98	-8.7%	12.6	12.7	0.1	%6.0	115.1%	119.5%	4.5%	3.9%	6.28	5.90	-0.38	-6.1%
Total	92.22	83.48	-8.74	-9.5%	8.5	8.1	-0.4	4.5%	16.6%	19.8%	3.2%	19.4%	1.81	2.04	0.23	12 8%

241,948 263,447 21,499 8.9% 245,224 221,371 (23,853) -9.7% 771,921 590,547 18,626 3.3% 146,511 118,809 (27,702) -18.9% 411,459 382,035 (29,424) -7.2% 1,375,115 1,312,762 (62,353) -4.5%	Companson FY14/15 - FY15/16 Description
221,371 (23,853) 590,547 18,626 118,809 (27,702) -1 382,035 (29,424) 1,312,762 (62,353)	
590,547 18,626 118,809 (27,702) -1 382,035 (29,424) 1,312,762 (62,353)	
118,809 (27,702) 382,035 (29,424) 1,312,762 (62,353)	
382,035 (29,424) 1,312,762 (62,353)	
1,312,762 (62,353)	

Justier Rate Calculation	OU				
Cost per mile calculation:		Plus	Plus	Hourly Rate Calculation	n:
		41.00%	10.0%	Actual Hourly Rate	
	Actual	Overhead	Profit	Plus Direct Costs	20.1%
Minivan	0.456	0.64	0.70	Hourly Rate	39.65
Van/Small Bus	0.933	1.32	1.45	Plus Overhead	41.00%
Coach	1.271	1.79	1.97	Hourly Rate	55.91
Combined	1.028	1.45	1.60	Plus Profit 20.0%	62.09

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Agenda Item # 4

To:

Board of Directors

From:

Sally Webster, Finance & Fersonnel Manager

Date:

December 2, 2015

Subj:

Financial Statements as of October 31, 2015

Attached are Financial Statements for the month ending October 2015. The Income Statement shows a gain of \$55,511 and a \$48,238 positive budget performance. Comparing year-to-date through Oct 15 to Oct 14: Operating Revenue is up \$28,640 (10.1%). Other Revenue is down (1.7%) and Operating Expenses are down (4.3%) as compared to the previous year. Our operating expenses compared to our budget are down (8.6%).

The Capital Income/Expense Statement reflects a gain of \$68,122 this month. For further details to the capital program, please see Agenda Item #6.

Our fiscal year ending June 15 has not been completed as of this date. Changes may be made to accounts depending on the outcome of the actuarial reports and adjustments to the Balance Sheet.

Budget to Actual Income Statement for	r rour months en	***************************************		Oct-15
Description Revenue	Actual \$	Budget \$	Variance \$	Variance %
Operating Revenue	313,612	328,491	(14,879)	-4.5%
Other Revenue	1,076,241	1,138,205	(61,964)	-5.4%
Total Revenue	1,389,853	1,466,696	(76,843)	-5.2%
Operating Expenses				
Transportation	914,720	1,012,913	(98,193)	-9.7%
Maintenance	171,753	173,825	(2,072)	-1.2%
Administration	247,917	273,485	(25,568)	-9.3%
Total Operating Expenses	1,334,390	1,460,223	(125,833)	-8.6%
Other (Income)/Expense	(654)	(800)	146	-18.3%
Mobility Management Program				
Revenue	2,817		2,817	ERR
Expense	(3,423)		(3,423)	ERR
Net Gain/(Loss) Before Depreciation	55,511	7,273	48,238	ERR

Mendocino	Transit Au	uthority	
Balance Sheet as of	Oct-15	,	
Description ASSETS	\$	\$	
Current Assets			
Cash	1,392,005		
A/R, Prepaid Expenses & Inventory	1,258,654		
Total Other Current Assets		2,650,659	
Property, Plant & Equip Net of			
Depreciation		11,845,642	
Investment - Deferred		0	
Total Assets		14,496,301	
LIABILITIES & EQUITY Current Liabilities			
Accounts Payable & Accruals	472,497		
Other Liabilities	134,575		
Provision for Restricted Funds	224,891		
Total Current Liabilities		831,963	
Deferred Compensation Payable		0	
Total Liabilities		831,963	3
Fund Equity			
Contrtibuted Capital	12,402,643		
Retained Earnings	1,261,695		
Total Fund Equity		13,664,338	
Total Liabilities and Equity		14,496,301	

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Mendoc REVE	Mendocino Transit Authority REVENUE - Budget to Actual Comparison	Compar	ison				Date:	01-Dec-15	
		Oct-15	Oct-15	Oct-15	Oct-15	YTD	YTD	YTD	YTD
Upi A/C#	Description	Budget	Actual	Variance	%	Budget	Actual	Variance	%
Operati	Operating Revenue								
40. 401.100	Fares-Passenger	42,997	41,544	(1,453)	-3.4%	160.256	149 133	(11 123)	%b 9-
40, 401.200	Fares Paid by Agencies	20,608	14,572	(6,036)	-29.3%	76.809	58.183	(18,626)	-24 2%
40. 402.200	Contract Service	5,417	5,845	428	7.9%	21,667	23,193	1.526	7.0%
40. 405.100	Charter	4,238	2,804	(1,434)	-33.8%	9,302	30,190	20,889	224 6%
40. 406.100	Displays Ads	781	1,400	619	79.2%	3.125	2,300	(825)	-26 4%
40. 409.200	Sonoma County Participation	14,333	12,130	(2,203)	-15.4%	57,333	50.612	(6 721)	-11 7%
	Total	88,374	78,295	(10,019)	-11.4%	328,491	313,611	(14,880)	-4.5%
Other R	Other Revenue								
40. 409.100	TDA - Operations	207.660	207 660		%U U	830 638	830 638	C	/00 0
	STA - Operations	14,583	14,583	(0)	-0.0%	58,333	58 333	6	0.0%
40. 411.100	State Planning Grant	0	0	0	ERR	5.000	0		-100 0%
	Fed Sec 5311 Oper Grant	41,333	41,333	(0)	-0.0%	165,333	165.333		%0.0-
40. 413.110	Fed Sec 5311(f) Operating Grant	15,000	0	(15,000)	-100.0%	60,000	0		-100.0%
40. 413.200	Fed Planning Grant	0	0	0	ERR	0	0		ERR
13 40. 407.200	Senior Center Admin/Dispatch	2,158	2,158	(0)	%0.0-	8,633	8,633	(0)	-0.0%
40. 407.210	Maintenance Labor Revenue	2,500	2,916	416	16.6%	10,000	12,821	2,821	28.2%
40. 407.220	Maintenance Parts Revenue	0	92	92	ERR	0	174	174	ERR
	Rental Income	0	0	0	ERR	0	0	0	ERR
40. 407.500	Other Income	29	70	3	2.0%	267	307	40	15.1%
	Total	283,301	268,796	(14,505)	-5.1%	1,138,205	1,076,239	(61,966)	-5.4%
	Combined - Oper/Other Rev	371,675	347,091	(24,584)	%9.9-	1,466,696	1,389,850	(76,846)	-5.2%
Revenu	Revenue - Mobility Management Program	am							
41. 401.100	Fares-Passenger		1.134	1.134			2817	2817	
41. 401.200	Fares Paid by Agencies			0				0	
41. 402.200	Contract Service			0				C	
41. 411.100	State Grant - Ag Worker/Commute Study	tudy		0				0	
41. 413.110	Federal Operating Grant - JARC			0				0	
41. 413 200	Federal Planning Grant - Commute Study	Study		0				0	
41. 407.500	Other Income			0				0	
	Total	0	1,134	1,134		0	2,817	2,817	
	Combined	371,675	348,225	(23,450)	-6.3%	1,466,696	1,392,667	(74,029)	-5.0%
	Fares - Passenger/Agency	63,604	56,116	(7,488)	-11.8%	237,065	207,316	(29,749)	-12.5%

Mendocino Transit Authority - Public Service

File:(Budget16\EXPCUMBA)

Budget to Actual Comparison FY 2015/16	arison FY 2		YTD thru	Oct-15			YTD thru	Oct-15	Tuesday December 1 2015	Pamper 1.5	2015	
	Budget	Budget	Budget	Budget	Actual	Actual	Actual	Actual	Diff	Diff	Actual	Actual
Description	Transp	Maint	Admin	Total	Transp	Maint	Admin	Total	Amount	%	MMP	Total
Wages	475,641	87,598	117,774	681,013	452,198	95.897	102.555	650,650	(30,363)	-4 5%		850 850
Wages-Vac/Sick/Hol	67,575	15,560	19,863	102,999	67,354	15,226	18,879	101,459	(1,540)	-1.5%		101 459
Health	156,938	20,480	20,480	197,898	128,290	20,235	16,641	165,166	(32,732)	-16.5%		165 166
Workers Comp	41,697	5,139	089	47,516	38,500	5,584	740	44,824	(2,692)	-5.7%		44 824
Retirement	48,124	909'6	12,193	69,923	38,730	9,362	11,177	59,269	(10,654)	-15.2%		59.269
Payroll Taxes	15,332	2,722	3,991	22,045	15,383	2,943	4,370	22,696	651	3.0%		22,53
Uniform Allowance	2,900	2,200		5,100	129	2,201		2.330	(2.770)	-54 3%		2330
Travel Expenses	2,275	1,140	2,570	5,985	5,989	115	885	6.989	1.004	16.8%		6,989
Outside Labor	2,092	2,043	32,580	36,714	92	3,035	37.716	40.843	4.129	11.2%	1 146	41 989
Fuel-Revenue Vehicles	127,678			127,678	107,184			107,184	(20,494)	-16.1%	1 150	108 334
Lube-Revenue Vehicles	2,875			2,875	3,960			3,960	1,085	37.7%	1.126	5.086
Tires/Tubes-Revenue Vehicles	8,255			8,255	6,976			6,976	(1.279)	-15.5%		6.976
Parts-Revenue Vehicles		9,631		9,631		3,968		3,968	(5,663)	-58.8%		3.968
Expense Parts		800		800		417		417	(383)	-47.9%		417
Non-Capital Equipment	800	800	299	2,267	218	340	1,071	1,629	(638)	-28.1%		1,629
Office Supplies	100		4,500	4,600	(129)		2,786	2,657	(1,943)	-42.2%		2.657
Subscriptions		200	463	963			512	512	(451)	-46.8%		512
Dues & Memberships	4		675	675			1,298	1,298	623	92.3%		1.298
Janitorial Supplies		4,380		4,380		4,471		4,471	91	2.1%		4.471
		1,000		1,000	7 A	527		527	(473)	-47.3%		527
₹ & M-Buildings & Property		3,700		3,700		3,444		3,444	(256)	-6.9%		3.444
shelter Expense		800		800		74		74	(726)	-80.8%		74
lelephone	3,480	480	4,300	8,260	4,055	602	5,800	10,457	2,197	26.6%		10,457
Utilities	2,685	80	3,720	6,485	1,711	49	5,832	7,592	1,107	17.1%		7,592
	38,240	3,000	5,006	46,246	32,978	2,667	5,322	40,967	(5,279)	-11.4%		40,967
Purchased Iransportation	009			009	610			610	10	1.7%		610
Marketing			42,013	42,013			30,563	30,563	(11,450)	-27.3%		30,563
Iraining	6,919	1,667	1,000	9,586	1,742	410	819	2,971	(6,615)	%0.69-		2,971
Board Expense			800	800			870	870	02	8.8%		870
Miscellaneous	250	200	40	490	173	108		281	(209)	-42.7%		. 281
Vehicle Rental										ERR		
Equipment Rental		300	170	470		75	82	157	(313)	-66.6%		157
Property Rental	8,456			8,456	8,578			8,578	122	1.4%		8.578
Total	1,012,913	173,825	273,485	1,460,222	914,721	171,750	247,918	1,334,389	(125,833)	-8.6%	3,422	1,337,811
	1,012,913	173,825	273,485	1,460,222	914,721	171,750	247,918					
# of Empl (Health benefits)	46	9	9	58								

Mendocino Transit Authority

Budget to Actual Income Statement for			Year to Date	Annual Budget		Actua
			Actual	Revised Feb 2015)		as % c
Description			\$	\$	\$	Budge
Capital Revenue:						
State Grants				395,549	(395,549)	0.0
STA - Capital			74,853	224,558	(149,705)	33.3
R/STIP					0	ER
Federal				407,000	(407,000)	0.0
Transfer from Transit Reserve				94,550	(94,550)	0.0
Local - Other				37,500	(37,500)	0.0
Sale of Assets					0	ER
Interest Income		140	282		282	ER
Other					0	ER
Total Revenue			75,135	1,159,157	(1,084,022)	6.5
Capital Expenses:	Dro	oject				
1 Staff Maintenance Van	110	96		50,396	(50,396)	0.0
1 Heavy Duty Bus		30		0	(30,390)	ER
2 Paratransit Vans				0	0	ER
4 Large Vans		97		358,320	(358,320)	0.0
2 Medium Duty Buses		98		346,080	(346,080)	0.0
2 Paratransit Vans		30		0	(340,000)	ER
2 Faratiansit vans				0	0	ER
	1				0	ER
					0	ER
	+				0	ER
					0	ER
Transportation	-	27		8,500	(8,500)	0.0
Maintenance	1	28	3,562	53,700	(50,138)	6.6
Office		29	2,104	37,500	(35,396)	5.6
Bus Stops	10	30	1,348	49,500	(48,152)	2.7
Bus Glops		30	1,040	43,300	(40, 132)	ER
Security Cameras/Projects		80			0	ER
Fransmissions/Major Repairs		00			0	ER
Vehicle Equipment (Fare Boxes)	-			126,000	(126,000)	0.0
verlicle Equipment (i are boxes)				120,000	(120,000)	ER
	-			0	0	ER
Admin/Ops - Preliminary Design	c/o	89		U	0	ER
Admin/Ops - Construct	0/0	93			0	ER
Admin/Ops - Construct	-	93			0	ER
	-			0	0	ER
Jkiah Senior Center		116		79,161	(79,161)	0.09
Willits Senior Center	-	117		50,000	(50,000)	0.09
Misc - Other	-	117		30,000	(30,000)	ER.
Total Expenses			7,013	1,159,157	(1,152,144)	0.69
		Auto .				
Net Gain/(Loss) before Carryover			68,122	0	68,122	
FY 2014/15 Carryover						
STA - Capital				224,093	(224,093)	0.09
Fransfer from Transit Reserve					0	ERI

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Board of Directors Meeting Schedule

Fourth Thursday of January through October Third Thursday of November and December

				Video Conference	
Date		Time	Location	With	Major Agenda Items
2015					
His like the					
					Cancelled
July	23	1:30	Willits	only	2015/16 Transit Needs: Willits
TABLETTE.					
August	27	1:30	Point Arena	only	2015/16 Transit Needs: Point Arena
September	24	1:30	Fort Bragg	Ukiah	Facilitation Proposal
	*		Ukiah	Ukiah only unless a	General Manager Evaluation
October	29	1:30	MTA Maint Facility	teleconference is reques	ste Full Electric Bus Demo
		10:00	Ukiah Confere	THE RESERVE THE PARTY OF THE PA	Facilitated Meeting
November	30	5:00	Merlot Room		CANCALLED
					General Manager Evaluation
December	10	10:00am	Ukiah	Fort Bragg	2015/16 Transit Needs: Ukiah
2016					
January	28	1:30	Fort Bragg	Ukiah	2016/17 Transit Needs: Fort Bragg
February	25	1:30	Willits	only	Initial 2016/17 Budget Discussion
					2015/16 Transit Needs: Ukiah
March	24	1:30	Ukiah	Fort Bragg	DRAFT 2016/17 Budget & Claim
		= 141			2016/17 Transit Needs: Point Arena
April	28	1:30	Point Arena	only	General Manager Evaluation
2				9	General Manager Contract
May	26	1:30	Fort Bragg	Ukiah	Unmet needs Ukiah and Fort Bragg
* *					
June	23	1:30	Ukiah	Fort Bragg	FINAL 2016/17 Budget

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To: MTA Board of Directors

From: Dan Baxter, General Manager

Date: November 30, 2015

Subj: Capital Program: Progress Report

This report is consistent with the capital budget dated July 25, 2015

2015/16 Projects

Current Budget

Bus Stop Improvements (Other)

\$49,500

NEW ACTION: (A 14/15 Project carried over to 15/16) MCOG approved \$25,000 for phase 2. Phase 2 is complete and staff has applied for funding to begin Phase 3.

PROBLEMS: None.

Two Senior Center Vehicles (5310)

\$129,161

NEW ACTION: Waiting for the State Agreements.

PROBLEMS: None

Two Medium Duty Buses (5311f)

\$346,080

NEW ACTION: CalTrans has approved our grant application, and has provided notice to proceed. Buses are being built and inspected. Delivery expected in late 2015.

PROBLEMS: None.

Four Large Vans (Prop 1B and STIP)

\$358,320

NEW ACTION: Application has been submitted for Prop 1B (PTMISEA) funding. Buses are being built and inspected. Delivery expected in late 2015.

PROBLEMS: None.

Two-way Radio Replacement inc. Dispatch Console (Prop 1B and STA) \$125,000

NEW ACTION: Quote is in, waiting for vendor to install digital

equipment at tower sites.

PROBLEMS: Tower installation timing is not clear.

Maintenance Service Van (STA)

\$50,386

NEW ACTION: We are researching new Vehicles.

PROBLEMS: None, but project may be carried over to 16/17.

Facility Solarization & Modernization (This is a 16/17 project) Admin Building Design/Construction (State of Good Repair, Prop 1B) \$1,000,000

NEW ACTION: Preliminary design is completed. Majority of funding is

not secure.

PROBLEMS: Searching for funding.

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Agenda Item # 7

To: MTA Board of Directors

From: Dan Baxter, General Manager

Date: November 30, 2015

Subj: Board Meeting Dates and Locations

Last month the Board began a discussion about reviewing future meeting dates in order to find a date and time that would reduce conflicts with other meetings. Staff was directed to bring this back for Board consideration and discussion in December.

The latest meeting schedule is included in Agenda Item #5.

Recommendation

Review and discuss possible alternative meeting dates. Give direction to staff.

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TO: Board of Directors

From: Dan Baxter, General Manager

Date: December 1, 2015

Subject: Unmet Transit Needs FY 2016/17

As you know, MTA collects the Unmet Transit Needs submitted in a variety of ways during the fiscal year. This public forum is for Unmet Transit Needs for FY 2016/17.

Unmet Transit Needs identified thus far:

- Table 27 of our 2014 Transit Survey (not attached due to the size but will be considered, available in the May 26, 2015 Board Packet and our website).
- Inland Service Including:
 - o Additional service on Route 7 The Jitney in Ukiah
 - o Service to MCOE in Talmage
 - o Service to Laytonville
- South Coast Service Including:
 - o Service along the ridge east of Gualala
- North Coast Service
 - o Restore 2008 service cuts including:
 - Saturday connection with Rt. 75 at Navarro River Junction.
 - Saturday Rt. 5 and Rt. 60, same as weekday
 - Rt. 65 connection to/from Mendocino
 - o Midday Coaster (Rt. 60) service
 - o Weekday and Saturday Fort Bragg-Willits service
 - o Service between Fort Bragg and South Coast with same day return.
 - o Offer 30 minute headways on Rt.5
 - o Service from the South Coastal Trail to the North Coastal Trail as a pickup point
 - o Service to/from The Woods
 - o Service to MacKerricher State Park
 - o Make the 8:55am Rt.60 deadhead a "live" trip to the yard.
 - o Service to Cleone.

Staff Recommendation:

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

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Agenda Item # 9

To: MTA Board of Directors

From: Dan Baxter, General Manager

Date: November 30, 2015

Subj: Facilitated Meeting

Last month the Board selected Mr. Cliff Paulin to conduct a Team Building Meeting involving staff and Board Members and chose a date of November 30, 2015 for this meeting. Unfortunately there was an unavoidable conflict and we had to cancel the meeting.

Recommendation

Review and discuss alternative meeting dates. Give direction to staff.

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To: Board of Directors

From: Dan Baxter, General Manager

Date: November 30, 2015

Subject: Prop. 1B Security Grant

Proposition 1B made available statewide \$900,000,000 in bond funds over ten years starting in FY 07/08, to improve transit safety and security. For FY 13/14 (the state was slow to sell bonds so they are always delayed) \$7,292 is slated for MTA and \$73,195 is slated for Mendocino County to be disbursed through MCOG (same amount as past years). Because MTA is the only transit agency in Mendocino County the entire \$80,487 is available only to us.

Proposed projects this year are to Install On-Board Video Recording Systems, replace the Willits Yard Gate and ad better lighting and design and other security related purchases

Recommendation

Staff recommends that the Board approve resolution 2015-13 authorizing the General Manager or the Finance and Personnel Manager to expend the funds.

MENDOCINO TRANSIT AUTHORITY RESOLUTION 2015-13

ACCEPT AND DISBURSE PROPOSITION 1B FUNDS

WHEREAS:

- 1. The Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006 authorizes the issuance of general obligation bonds for specified purposes, including, but not limited to, funding made available for capital projects that provide increased protection against security and safety threats, and for capital expenditures to increase the capacity of transit operators to develop disaster response transportation systems; and
- 2. The California Governor's Office of Emergency Services (Cal OES) administers such funds deposited in the Transit System Safety, Security, and Disaster Response Account under the California Transit Security Grant Program (CTSGP); and
- 3. The Mendocino Transit Authority (MTA) is eligible to receive CTSGP funds; and
- 4. The MTA will apply for fy 13-14 CTSGP funds in an amount up to $\frac{\$80,487}{}$ for On-Board Video Recording Systems, replace the gate and add lighting in the Willits Yard or any other allowed security improvements, and
- 5. MTA recognizes that it is responsible for compliance with all Cal OES CTSGP grant assurances, and state and federal laws, including, but not limited to, laws governing the use of bond funds; and
- 6. Cal OES requires MTA to complete and submit a Governing Body Resolution for the purposes of identifying agent(s) authorized to act on behalf of MTA to execute actions necessary to obtain CTSGP funds from Cal OES and ensure continued compliance with Cal OES CTSGP assurances, and state and federal laws.

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

General Manager or the Finance and Personnel Manager, are hereby authorized to execute for and on behalf of MTA, a public entity established under the laws of the State of California, any actions necessary for the purpose of obtaining financial assistance provided by the California Governor's Office of Emergency Services under the CTSGP.

ADOPTION	of this RESO	LUTION was MC	VED by Dire	ctor	and
SECONDED	by Director _	at a	regular me	eting of the	e MTA
Board of	Directors on	December 10,	2015 by th	e following	Roll
Call vote	•				
AYES:					
NOES:					
ABSTAIN:					
ABSENT:					
ATTEST:		y varabarn		in divince a	
Tim Masti	n Chair	<u>D</u>	an Baxter G	eneral Manage	 > r

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