

Agenda #2

Mendocino Transit Authority

Board of Directors

Minutes of the Regular Board Meeting March 24, 2016 Ukiah Video-Conferenced with Fort Bragg

Present: Cross, Doble, Strong, Peters, Gjerde (1:37 pm)
Excused: Mastin, Tarbell
Staff: Richard, Webster, Butler
Others: Ellard

Dir. **Peters** called the Meeting to order at 1:36 PM.

Dir. **Peters** asked for Public Comment

Dir. **Gjerde** arrived at 1:37 pm.

Dir. **Peters** called for closed session at 1:37 pm.

Closed Session: General Manager Recruitment, Negotiations with Prospective General Manager, pursuant to GC54957.

Acting Chair **Gjerde** called for Open Session at 1:48 pm.

Report out of Closed Session:

Dir **Gjerde** reported that the MTA Board agreed with the Ad Hoc Committee's Recommendation to enter into a contract with **Carla Meyer**, and authorized Dir. **Gjerde** to execute the contract.

CONSENT CALENDER

Agenda Item #2: Minutes January 28, 2016 Regular Board Meeting and February 19, March 8, and March 14, 2016 Special Board Meetings
Agenda Item #3: Service Performance Report: None
Agenda Item #4: Financial Report: December 2015
Agenda Item #5: Board Meeting Dates and Locations (continued on Agenda Item #7)
Agenda Item #6: Capital Program: Update/Progress Report

Moved by Dir. **Doble** and seconded by Dir. **Peters** to accept Agenda Items #2 - #6, and approved by the following Roll Call vote:

AYES: Peters, Cross, Doble, Strong, Gjerde
NO: None
ABSTAIN: None
ABSENT: Mastin, Tarbell

Agenda Item #7: FY2016/2017 Draft Budget and Claim for Funds:
Action: Adopt Resolution 2016-06. Finance Manager **Webster** presented the **FY16/17 Budget** which included a 2.25% COLA and the new intercity service that began on July 1, 2015, but did not include the expansion of the service. The Draft Budget, once approved, will become the Preliminary Budget, and many costs such as insurance, retirement, fuel estimates, and expansion of the new service will be incorporated into the budget before a Final Budget is approved in June 2016. The Operating Budget was presented in four parts: the Income Statement, Operating Costs Comparisons, Operating Statistics and Performance. Senior Center Operating Subsidies were determined by formula. The Centers and MTA Operations both receive the same percentage change in TDA funds over the previous year. The change for FY16/17 Budget year is 2.3%. Interim General Manager **Richard** presented the FY16/17 Capital Budget of 1.1 million, which included the replacement of Two Senior Center Vehicles, 1 Staff Maintenance Truck, 3 large Vans, 1 Paratransit Van, and 1 Trolley. It included minor equipment improvements and the completion of the design phase of the Admin Ops building. Fin/Pers Mgr **Webster** explained that by April 1 of every year, MTA must submit a claim for Funding of the TDA, STA and Capital Reserve funds to MCOG, and recommended the Board approve and Adopt **Resolution 2016-06** as presented.

Moved by Dir. **Strong** and seconded by Dir. **Doble** to adopt **Resolution 2016-06**, and approved by the following Roll Call vote:

AYES: Peters, Cross, Doble, Strong, Gjerde
NO: None
ABSTAIN: None
ABSENT: Mastin, Tarbell

Agenda Item #8: 5311 Grant Application: Action: Discuss and Adopt Resolution 2016-07. Fin. Mgr. **Webster** explained staff is applying for the Federal 5311 Regional Apportionment grant for operating assistance for FY15/16. The grant requires Board approval of staff to sign, submit, certify, and execute the Grant.

Moved by Dir. **Cross** and seconded by Dir. **Strong** to adopt **Resolution 2016-07**, and approved by the following Roll Call vote:

AYES: Peters, Cross, Doble, Strong, Gjerde
NO: None
ABSTAIN: None
ABSENT: Mastin, Tarbell

Agenda Item #9: 5311(f) Grant Application: Possible expansion of Route 65 Service: Action: Hold Public Hearing, Discuss and Adopt Resolution 2016-08: Interim Gen. Mgr. **Richard** explained that in July 2015 we began a second trip to Santa Rosa that started in Willits. Staff is applying for a new grant application to expand that service to run from Fort Bragg to Santa Rosa, and that MTA will be looking at running the bus from Fort Bragg to Ukiah, and then returning to Fort Bragg. It creates two additional round trips from Ukiah to Fort Bragg and addresses the need for getting passengers inland to the Coast and back in one day. This application is due in April, and requires a Public Hearing, and approval of **Resolution 2016-08** to submit, certify, and execute the Grant.

At 2:10 pm, Dir **Gjerde** called for a Public Hearing for service expansion of the second trip from Fort Bragg to Santa Rosa as discussed. There was no Public Response. Dir. **Gjerde** closed the public hearing at 2:11 pm.

Moved by Dir. **Peters** and seconded by Dir. **Doble** to adopt **Resolution 2016-08**, and approved by the following Roll Call vote:

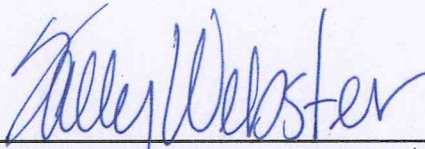
AYES: Peters, Cross, Doble, Strong, Gjerde
NO: None
ABSTAIN: None
ABSENT: Mastin, Tarbell

Management Reports: Interim Gen Mgr **Richard** reported that at the end of January we offered free rides to the College with the use of Student IDs. The Avg Weekday Ridership grew from 100/day to up to the low 200s per day in the six or seven weeks in operation. It was lower than expected, but it has grown from when the program began. He also reported that the new 65 service from Willits to Ukiah is not performing well, and he will be giving the Board more information about that as we finalize our plan for expansion.

Director Reports: Dir. **Doble** was approached by some parents at St Mary's school in regards to their desire to see the Bus Stop moved at the school. Maint Mgr **Butler** reported that this stop is used by Ukiah Valley Association for the Handicapped, and also Mayacama across the street. Dir. **Cross** will not be able to attend next month's meeting as he will be traveling out of the country at that time.

The Regular meeting of the MTA Board of Directors adjourned at 2:17 pm.

Dan Gjerde, Acting Chair



Sally Webster, Finance/Pers. Mgr.

Agenda Item # 3

To: MTA Board of Directors
From: Bruce Richard, Interim General Manager
Date: April 21, 2016

Subj: Service Performance Reports: Winter 15/16 & February 2016

Attached is the Quarterly Report for Winter 2015/16 (December 2015, January and February 2016), plus the usual monthly report, which compares performance in February 2016 with the three previous months and February 2015. Performance of MTA services for the 15/16 Winter Quarter exceeded standards in only six of the sixteen measures. When compared to the 14/15 Winter Quarter performance improved in eight of the sixteen. Senior Center data is also included showing one of their four standards met and improving in two.

Performance in the month of February 2015 exceeded or equaled standards for four of the twelve measures. Compared to February 2014, performance improved for only four of the twelve measures.

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

Fare Revenue	Up	12.6%
Ridership	Down	1.0%
Service hours	Up	5.8%
Total operating cost	Down	2.8%

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

Cost per hour (hourly rate)	Decreased	8.2% to \$84.71
Productivity(passengers per hour)	Decreased	6.4% to 7.5
Farebox ratio	Increased	15.8% to 15.9%
The average fare paid	Increased	13.7% to \$1.80

Ridership continues to decline, but by just 1%. The average fare continues to improve and operating cost has declined, leading to a nice increase in Farebox Ratio. Lower operating costs are due to fuel and the shortage of Management staff. That is having its own negative effect.

QUARTERLY PERFORMANCE

Service Month	Passengers per Hour <small>Higher # is better</small>	Farebox Ratio <small>Higher # is better</small>	Operating Cost per Hour <small>Lower # is better</small>	Cost per Passenger <small>Lower # is better</small>
Dial-A-Rides				
Winter 2014/15	4.0	12.7%	96.35	24.38
Spring 2015	3.8	14.4%	96.72	25.30
Summer 2015	3.9	13.5%	92.74	23.70
Fall 2015	4.0	14.5%	101.22	25.42
Winter 2015/16	3.9	13.0%	99.16	25.69
STANDARD	4.5	15.0%	87.19	19.38
Flex Routes (***)				
Winter 2014/15	4.9	5.7%	83.68	17.00
Spring 2015	5.8	8.0%	84.34	14.44
Summer 2015	5.9	7.1%	78.34	13.20
Fall 2015	5.8	8.2%	81.08	14.04
Winter 2015/16	4.4	6.7%	77.10	17.39
STANDARD	8.2	15.0%	89.80	10.95
Short Distance Routes (**)				
Winter 2014/15	12.6	13.3%	85.83	6.79
Spring 2015	13.6	16.7%	83.15	6.10
Summer 2015	12.8	14.6%	79.41	6.20
Fall 2015	13.3	17.8%	81.97	6.17
Winter 2015/16	11.9	16.6%	76.05	6.40
STANDARD	14.0	15.0%	88.16	6.30
Long Distance Routes (*)				
Winter 2014/15	3.6	15.8%	88.16	24.49
Spring 2015	4.0	19.2%	87.35	21.87
Summer 2015	3.5	18.0%	84.80	24.15
Fall 2015	3.9	22.7%	87.94	22.36
Winter 2015/16	3.1	16.9%	83.87	26.89
STANDARD	3.2	15%	90.18	28.18
Systemwide (MTA Public Service)				
Winter 2014/15	7.7	13.4%	88.83	11.60
Spring 2015	8.2	16.3%	87.61	10.65
Summer 2015	7.7	15.0%	83.88	10.85
Fall 2015	8.0	18.0%	87.97	11.03
Winter 2015/16	7.0	15.3%	83.62	11.92
Senior Centers				
Winter 2014/15	3.5	10.1%	52.77	15.08
Spring 2015	3.0	10.3%	48.76	16.25
Summer 2015	3.0	15.6%	48.20	16.07
Fall 2015	2.8	12.4%	49.90	17.82
Winter 2015/16	2.9	13.9%	49.34	17.13
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 Rosa

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

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

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

MONTHLY PERFORMANCE

Service Month	Passengers per Hour	Farebox Ratio	Operating Cost per Hour
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Dial-A-Rides

Feb-15	3.9	13.1%	99.98
Nov-15	3.8	13.2%	102.56
Dec-15	4.0	14.9%	98.77
Jan-16	3.8	14.6%	95.57
Feb-16	3.8	9.7%	103.08
STANDARD	4.5	15.0%	87.19

Flex Routes (***)

Feb-15	5.6	6.7%	84.52
Nov-15	4.8	6.5%	83.74
Dec-15	4.3	6.5%	76.10
Jan-16	3.8	5.6%	75.80
Feb-16	5.3	7.8%	79.43
STANDARD	8.2	15.0%	89.80

Short Distance Bus Routes (**)

Feb-15	13.6	15.2%	87.13
Nov-15	12.1	15.6%	84.17
Dec-15	11.0	16.3%	75.43
Jan-16	11.3	16.7%	72.00
Feb-16	13.4	16.8%	80.63
STANDARD	14.0	15.0%	88.16

Long Distance Bus Routes (*)

Feb-15	3.5	15.4%	88.42
Nov-15	3.7	21.4%	87.52
Dec-15	3.3	21.2%	86.31
Jan-16	2.9	17.4%	75.03
Feb-16	3.2	12.2%	90.46
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

Mendocino Transit Authority Year to Date Statistics Comparison

Comparison
FY14/15 - FY15/16

Route/Run	YTD Through Feb-16			YTD Through Feb-16			YTD Through Feb-16			YTD Through Feb-16			YTD Through Feb-16			
	14/15 Fare Revenue	15/16 Fare Revenue	Amount Diff	% Diff	14/15 Pass	15/16 Pass	Amount Diff	% Diff	14/15 Service Hours	15/16 Service Hours	Amount Diff	% Diff	14/15 Total Cost	15/16 Total Cost	Amount Diff	% Diff
02 Willits - DAR	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR	0	0	0	ERR
03 Ukiah - DAR	44,014	47,394	3,380	7.7%	15,335	14,720	(615)	-4.0%	3,987	3,835	(152)	-3.8%	384,756	371,900	(12,856)	-3.3%
04 Fort Bragg - DAR	32,150	36,628	4,478	13.9%	10,105	10,268	163	1.6%	2,525	2,550	25	1.0%	251,730	252,756	1,026	0.4%
Total Dial-A-Ride	76,164	84,022	7,858	10.3%	25,440	24,988	(452)	-1.8%	6,512	6,385	(127)	-2.0%	636,486	624,656	(11,830)	-1.9%
08 Local Evening Service	8,370	9,130	760	9.1%	8,433	8,413	(20)	-0.2%	1,584	1,593	9	0.6%	133,503	125,214	(8,289)	-6.2%
Total Flex Routes	8,370	9,130	760	9.1%	8,433	8,413	(20)	-0.2%	1,584	1,593	9	0.6%	133,503	125,214	(8,289)	-6.2%
01 Willits - Flex	6,752	8,812	2,060	30.5%	8,394	9,553	1,159	13.8%	1,620	1,630	10	0.6%	145,003	144,295	(708)	-0.5%
05 Bragg/About	11,001	11,852	851	7.7%	14,505	13,699	(806)	-5.6%	1,770	1,781	11	0.6%	140,936	140,019	(917)	-0.7%
07 Jitney	1,374	1,684	310	22.6%	2,962	2,900	(62)	-2.1%	262	264	2	0.7%	24,188	20,486	(3,702)	-15.3%
09 Local	87,399	94,646	7,247	8.3%	101,819	100,944	(875)	-0.9%	5,692	5,709	17	0.3%	476,825	397,786	(79,039)	-16.6%
20 & 21 Willits	37,251	37,634	383	1.0%	28,251	26,427	(1,824)	-6.5%	2,552	2,567	15	0.6%	280,019	282,281	(47,738)	-17.0%
22 Willits 22	0	1,203	1,203	ERR	0	486	486	ERR	0	297	297	ERR	0	25,702	25,702	ERR
Total Inland Routes	143,777	155,830	12,053	8.4%	155,931	154,009	(1,922)	-1.2%	11,896	12,247	351	3.0%	1,066,971	960,570	(106,401)	-10.0%
60 Coaster	7,769	8,044	275	3.5%	9,479	9,781	302	3.2%	999	1,001	2	0.2%	98,218	93,262	(4,956)	-5.0%
65a New Route 65	0	19,499	19,499	ERR	0	1,270	1,270	ERR	0	1,343	1,343	ERR	0	105,134	105,134	ERR
65 CC Rider	80,287	80,705	418	0.5%	9,405	8,611	(794)	-8.4%	2,384	2,418	34	1.4%	231,968	217,040	(14,928)	-6.4%
74 Guialala - Saturday	1,371	1,661	290	21.2%	663	640	(23)	-3.5%	320	302	(18)	-5.7%	29,031	25,131	(3,900)	-13.4%
75 Guialala	11,638	13,466	1,828	15.7%	6,235	6,300	65	1.0%	1,531	1,531	0	0.0%	137,964	127,090	(10,874)	-7.9%
95 Point Arena-Santa Rosa	19,962	20,893	931	4.7%	5,008	4,448	(560)	-11.2%	2,294	2,302	8	0.4%	204,366	188,688	(15,678)	-7.7%
Total Coastal & Long Routes	121,027	144,268	23,241	19.2%	30,790	31,050	260	0.8%	7,528	8,896	1,368	18.2%	701,547	756,346	54,799	7.8%
Total Public Service	349,338	393,249	43,911	12.6%	220,594	218,460	(2,134)	-1.0%	27,520	29,122	1,602	5.8%	2,538,507	2,466,785	(71,722)	-2.8%
97 Contract Services	41,532	44,498	2,966	7.1%	3,215	2,440	(775)	-24.1%	716	738	22	3.1%	47,407	43,537	(3,870)	-8.2%
98 Charter	34,101	40,840	6,739	19.8%	9,039	11,035	1,996	22.1%	324	462	138	42.5%	23,301	30,232	6,931	29.7%
Total Other	75,633	85,338	9,705	12.8%	12,254	13,475	1,221	10.0%	1,040	1,200	160	15.4%	70,708	73,769	3,061	4.3%
Total	424,971	478,587	53,616	12.6%	232,848	231,935	(913)	-0.4%	28,560	30,322	1,762	6.2%	2,609,215	2,540,554	(68,661)	-2.6%
		478,587				231,935				30,322				2,540,554		

Subsidiy, Ft Bragg DAR (RORC 1,095,243

Mendocino Transit Authority
FY14/15 - FY15/16

Year to Date Performance Comparison

Monday April 18, 2016

File(Budget12\ROUTEYTD)

Route/Run	YTD Through			Feb-16			YTD Through			Feb-16			YTD Through			Feb-16		
	14/15 Hourly Rate	15/16 Hourly Rate	Amount Diff	% Diff	14/15 Pass per Hour	15/16 Pass per Hour	Amount Diff	% Diff	14/15 Farebox Ratio	15/16 Farebox Ratio	Amount Diff	% Diff	14/15 Average Fare	15/16 Average Fare	Amount Diff	% Diff		
02 Willits - DAR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR		
03 Ukiah - DAR	96.50	96.98	0.47	0.5%	3.8	3.8	-0.0	-0.2%	11.4%	12.7%	1.3%	11.4%	2.87	3.22	0.35	12.2%		
04 Fort Bragg - DAR	99.70	99.12	-0.58	-0.6%	4.0	4.0	0.0	0.6%	12.8%	14.5%	1.7%	13.5%	3.18	3.57	0.39	12.1%		
Total Dial-A-Ride	97.74	97.83	0.09	0.1%	3.9	3.9	0.0	0.2%	12.0%	13.5%	1.5%	12.4%	2.99	3.36	0.37	12.3%		
08 Local Evening Service	84.28	78.59	-5.69	-6.8%	5.3	5.3	-0.0	-0.8%	6.3%	7.3%	1.0%	16.3%	0.99	1.09	0.09	9.3%		
Total Flex Routes	84.28	78.59	-5.69	-6.8%	5.3	5.3	-0.0	-0.8%	6.3%	7.3%	1.0%	16.3%	0.99	1.09	0.09	9.3%		
01 Willits - Flex	89.51	88.53	-0.98	-1.1%	5.2	5.9	0.7	13.1%	4.7%	6.1%	1.5%	31.1%	0.80	0.92	0.12	14.7%		
05 Bragg/About	79.62	78.64	-0.99	-1.2%	8.2	7.7	-0.5	-6.1%	7.8%	8.5%	0.7%	8.4%	0.76	0.87	0.11	14.1%		
07 Jitney	92.32	77.63	-14.69	-15.9%	11.3	11.0	-0.3	-2.8%	5.7%	8.2%	2.5%	44.7%	0.46	0.58	0.12	25.2%		
09 Local	83.77	69.67	-14.10	-16.8%	17.9	17.7	-0.2	-1.2%	18.3%	23.8%	5.5%	29.8%	0.86	0.94	0.08	9.2%		
20 & 21 Willits	109.73	90.49	-19.24	-17.5%	11.1	10.3	-0.8	-7.0%	13.3%	16.2%	2.9%	21.8%	1.32	1.42	0.11	8.0%		
22 Willits 22	ERR	86.68	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR		
Total Inland Routes	89.69	78.43	-11.26	-12.6%	13.1	12.6	-0.5	-4.1%	13.5%	16.2%	2.7%	20.4%	0.92	1.01	0.09	9.7%		
60 Coaster	98.32	93.17	-5.15	-5.2%	9.5	9.8	0.3	3.0%	7.9%	8.6%	0.7%	9.0%	0.82	0.82	0.00	0.3%		
65a New Route 65	ERR	78.30	ERR	ERR	0.9	0.9	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR	ERR		
65 CC Rider	97.30	89.78	-7.52	-7.7%	3.9	3.6	-0.4	-9.7%	34.6%	37.2%	2.6%	7.4%	8.54	9.37	0.84	9.8%		
74 Gualala - Saturday	90.72	83.27	-7.45	-8.2%	2.1	2.1	0.0	0.0%	4.7%	6.6%	1.9%	40.0%	2.07	2.60	0.53	25.5%		
75 Gualala	90.11	83.00	-7.12	-7.9%	4.1	4.1	0.0	0.0%	8.4%	10.6%	2.2%	25.6%	1.87	2.14	0.27	14.5%		
95 Point Arena-Santa Rosa	89.09	81.96	-7.12	-8.0%	2.2	1.9	-0.3	-14.7%	9.8%	11.1%	1.3%	13.4%	3.99	4.70	0.71	17.8%		
Total Coastal & Long Routes	93.19	85.02	-8.17	-8.8%	4.1	3.5	-0.6	-14.7%	17.3%	19.1%	1.8%	10.6%	3.93	4.65	0.72	18.2%		
Total Public Service	92.24	84.71	-7.54	-8.2%	8.0	7.5	-0.5	-6.4%	13.8%	15.9%	2.2%	15.8%	1.58	1.80	0.22	13.7%		
97 Contract Services	66.21	58.97	-7.24	-10.9%	4.5	3.3	-1.2	-26.4%	87.6%	102.2%	14.6%	16.7%	12.92	18.24	5.32	41.2%		
98 Charter	71.92	65.49	-6.42	-8.9%	27.9	23.9	-4.0	-14.3%	146.3%	135.1%	-11.3%	-7.7%	3.77	3.70	-0.07	-1.9%		
Total Other	67.99	61.48	-6.51	-9.6%	11.8	11.2	-0.6	-4.7%	107.0%	115.7%	8.7%	8.1%	6.17	6.33	0.16	2.6%		
Total	91.36	83.79	-7.57	-8.3%	8.2	7.6	-0.5	-6.2%	16.3%	18.8%	2.6%	15.7%	1.83	2.06	0.24	13.1%		

Comparison
FY14/15 - FY15/16

Description	YTD Through		Feb-16		% Diff
	14/15	15/16	Amount Diff		
Mileage	465,743	507,304	41,561	8.9%	
Mileage Based Costs	435,926	377,275	(58,651)	-13.5%	
Hourly Based Costs	1,113,213	1,184,150	70,937	6.4%	
Direct Costs	282,071	231,988	(50,083)	-17.8%	
Overhead Costs	778,005	747,141	(30,864)	-4.0%	
Total Costs	2,609,215	2,540,554	(68,661)	-2.6%	

Charter Rate Calculation:
Cost per mile calculation:

Actual	0.456	Plus	41.70%	Overhead	0.65	Plus	10.0%	Profit	0.72	Hourly Rate Calculation:	34.08
MiniVan	0.757	Actual	0.456	Van/Small Bus	1.051	Plus	10.0%	Profit	0.72	Plus Direct Costs	19.6%
Coach	1.051	Actual	0.456	Coach	1.49	Plus	10.0%	Profit	0.72	Hourly Rate	40.76
Combined	0.837	Actual	0.456	Combined	1.31	Plus	10.0%	Profit	0.72	Plus Overhead	41.70%
		Actual	0.456			Plus	10.0%	Profit	0.72	Hourly Rate	57.76
		Actual	0.456			Plus	10.0%	Profit	0.72	Plus Profit	69.31

Mendocino Transit Authority
Actual FY 2015/16

Year-to-Date Statistics and Performance

Monday April 18, 2016
File:\Budget\12\ROUTE\YTD

Route/Run	Thru Feb-16		34-08		0.744		747,141		2,540,554		Pass per Hour	Fare Box Ratio	Pass per \$ Subsidy	Average Fare	Rev per Svc Hr
	YTD Fare Revenue	YTD Pass	YTD Service Hours	YTD Paid Hours	YTD Service Miles	Mileage Based Costs	Hourly Based Costs	Direct Costs	Indirect Costs	Total Costs					
02 Willits - DAR	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR
03 Ukiah - DAR	47,394	14,720	3,835	4,663	40,377	27,384	159,080	76,034	109,401	371,900	3.8	12.7%	0.045	3.22	12.36
04 Fort Bragg - DAR	36,628	10,268	2,550	3,034	28,671	19,358	103,361	55,691	74,346	252,756	4.0	14.5%	0.048	3.57	14.36
Total Dial-A-Ride	84,022	24,988	6,385	7,697	69,048	46,742	282,441	131,725	183,747	624,656	3.9	13.5%	0.046	3.36	13.16
01 Willits - Flex	0	0	0	0	0	0	0	0	0	0	ERR	ERR	ERR	ERR	ERR
08 Local Evening Service	9,130	8,413	1,593	1,916	17,906	12,133	65,253	11,023	36,805	125,214	5.3	7.3%	0.072	1.09	5.73
Total Flex Routes	9,130	8,413	1,593	1,916	17,906	12,133	65,253	11,023	36,805	125,214	5.3	7.3%	0.072	1.09	5.73
01 Willits - Flex	8,812	9,553	1,630	2,151	20,417	13,835	73,209	14,803	42,449	144,295	5.9	6.1%	0.071	0.92	5.41
05 Bragg/About	11,852	13,699	1,781	2,152	24,274	17,090	73,193	8,568	41,168	140,019	7.7	8.5%	0.107	0.87	6.66
07 Jitney	1,684	2,900	264	316	3,623	3,148	10,786	530	6,022	20,486	11.0	8.2%	0.154	0.58	6.38
09 Local	94,646	100,944	5,709	5,987	72,072	65,352	204,059	11,435	116,941	397,786	17.7	23.8%	0.333	0.94	16.58
20 & 21 Willits	37,634	26,427	2,567	2,937	60,354	55,967	100,105	7,907	68,303	232,281	10.3	16.2%	0.136	1.42	14.66
22 Willits 22	1,203	486	297	286	11,672	7,815	9,746	588	7,553	25,702	1.6	4.7%	0.020	2.48	4.06
Total Inland Routes	155,830	154,009	12,247	13,829	192,412	163,207	471,096	43,830	282,437	960,570	12.6	16.2%	0.191	1.01	12.72
60 Coaster	8,044	9,781	1,001	1,242	27,069	18,765	42,263	4,817	27,418	93,262	9.8	8.6%	0.115	0.82	8.04
65a New Route 65	19,499	1,270	1,343	1,572	26,849	18,077	53,618	2,521	30,919	105,134	0.9	18.5%	0.015	15.35	14.52
65 CC Rider	80,705	8,611	2,418	2,680	74,498	50,205	91,347	11,666	63,822	217,040	3.6	37.2%	0.063	9.37	33.38
74 Gualala - Saturday	1,661	640	302	337	6,800	4,505	11,495	1,732	7,399	25,131	2.1	6.6%	0.027	2.60	5.50
75 Gualala	13,466	6,300	1,531	1,712	33,400	22,633	58,345	8,735	37,378	127,090	4.1	10.6%	0.055	2.14	8.79
05 Point Arena-Santa Rosa	20,893	4,448	2,302	2,564	47,225	31,713	87,449	14,049	55,477	188,688	1.9	11.1%	0.027	4.70	9.08
Total Coastal & Long Routes	144,288	31,050	8,896	10,107	215,841	145,898	344,516	43,519	222,413	756,346	3.5	19.1%	0.051	4.65	16.22
Total Public Service	393,249	218,460	29,122	33,549	495,207	367,980	1,143,306	230,097	725,401	2,466,785	84.71	15.9%	0.105	1.80	13.50
97 Contract Services	44,498	2,440	738	738	6,061	4,101	25,152	1,483	12,801	43,537	3.3	102.2%	-2,539	18.24	60.27
98 Charter	40,840	11,035	462	462	6,036	5,194	15,691	408	8,939	30,232	23.9	135.1%	-1,040	3.70	88.47
Total Other	85,338	13,475	1,200	1,200	12,097	9,295	40,843	1,891	21,740	73,769	11.2	115.7%	-1,165	6.33	71.12
Total	478,587	231,935	30,322	34,749	507,304	377,275	1,184,150	231,988	747,141	2,540,554	83.79	18.8%	0.112	2.06	15.78
Total Mileage, Labor & Direct Costs															
					15%	47%	9%	29%	100%						

Agenda Item # 4

To: Board of Directors
From: Sally Webster, Finance & Personnel Manager
Date: April 22, 2016
Subj: Financial Statements as of February 29, 2016

Attached are Financial Statements for the month ending February 2016. The Income Statement shows a gain of \$ 166,493 and a \$210,943 positive budget performance. Comparing year-to-date through Feb 16 to Feb 15: Operating Revenue is up \$35,809 (6.6%). Other Revenue is up (0.8%) and Operating Expenses are down (2.5%) as compared to the previous year. Our operating expenses compared to our budget are down (12.5%).

The Capital Income/Expense Statement reflects a gain of \$85,345 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.

Mendocino Transit Authority

Budget to Actual Income Statement for eight months ending

Feb-16

Description Revenue	-----Year to Date-----		Variance \$	Variance %
	Actual \$	Budget \$		
Operating Revenue	578,106	633,136	(55,030)	-8.7%
Other Revenue	2,168,809	2,271,409	(102,600)	-4.5%
Total Revenue	2,746,915	2,904,545	(157,630)	-5.4%
Operating Expenses				
Transportation	1,776,375	2,039,201	(262,826)	-12.9%
Maintenance	315,348	349,411	(34,063)	-9.7%
Administration	489,163	561,983	(72,820)	-13.0%
Total Operating Expenses	2,580,886	2,950,595	(369,709)	-12.5%
Other (Income)/Expense	(1,011)	(1,600)	589	-36.8%
Mobility Management Program				
Revenue	3,216		3,216	ERR
Expense	(3,763)		(3,763)	ERR
Net Gain/(Loss) Before Depreciation	166,493	(44,450)	210,943	ERR

Mendocino Transit Authority

Balance Sheet as of

Feb-16

Description	\$	\$
ASSETS		
Current Assets		
Cash	1,547,058	
A/R, Prepaid Expenses & Inventory	1,220,617	
Total Other Current Assets		2,767,675
Property, Plant & Equip Net of Depreciation		11,814,737
Investment - Deferred		0
Total Assets		14,582,412
LIABILITIES & EQUITY		
Current Liabilities		
Accounts Payable & Accruals	449,332	
Other Liabilities	127,515	
Provision for Restricted Funds	251,610	
Total Current Liabilities		828,457
Deferred Compensation Payable		0
Total Liabilities		828,457
Fund Equity		
Contributed Capital	12,492,260	
Retained Earnings	1,261,695	
Total Fund Equity		13,753,955
Total Liabilities and Equity		14,582,412

Mendocino Transit Authority

Budget to Actual Income Statement for eight months ending

Feb-16

Description	Year to Date Actual \$	Annual Budget (Revised Feb 2015) \$	Remaining \$	Actual as % of Budget
Capital Revenue:				
State Grants	300,000	395,549	95,549	75.8%
STA - Capital	224,558	224,558	0	100.0%
R/STIP			0	ERR
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	2		(2)	ERR
Interest Income	435		(435)	ERR
Other			0	ERR
Total Revenue	524,995	1,159,157	634,162	45.3%

Capital Expenses:	Project	Year to Date Actual \$	Annual Budget (Revised Feb 2015) \$	Remaining \$	Actual as % of Budget
1 Staff Maintenance Van	96		50,396	50,396	0.0%
1 Heavy Duty Bus			0	0	ERR
2 Paratransit Vans			0	0	ERR
4 Large Vans	97	395,154	358,320	(36,834)	110.3%
2 Medium Duty Buses	98	5,263	346,080	340,817	1.5%
2 Paratransit Vans			0	0	ERR
				0	ERR
				0	ERR
				0	ERR
				0	ERR
Transportation	27		8,500	8,500	0.0%
Maintenance	28	17,909	53,700	35,791	33.4%
Office	29	2,104	37,500	35,396	5.6%
Bus Stops	30	14,075	49,500	35,425	28.4%
				0	ERR
Security Cameras/Projects	80			0	ERR
Transmissions/Major Repairs		5,144		(5,144)	ERR
Vehicle Equipment (Fare Boxes)			126,000	126,000	0.0%
				0	ERR
			0	0	ERR
Admin/Ops - Preliminary Design	c/o 89			0	ERR
Admin/Ops - Construct	93			0	ERR
				0	ERR
			0	0	ERR
Ukiah Senior Center	116		79,161	79,161	0.0%
Willits Senior Center	117		50,000	50,000	0.0%
Misc - Other				0	ERR
Total Expenses		439,650	1,159,157	719,507	37.9%

Net Gain/(Loss) before Carryover	85,345	0	(85,345)
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FY 2014/15 Carryover			
STA - Capital		224,093	224,093 0.0%
Transfer from Transit Reserve			0 ERR

Net Gain/(Loss)	85,345	224,093	138,748
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REVENUE - Budget to Actual Comparison

Date: 18-Apr-16

Dpt A/C #	Description	Feb-16		Feb-16 Variance	Feb-16 %	YTD		YTD Actual	YTD Variance	YTD %
		Budget	Actual			Budget	Actual			
Operating Revenue										
40. 401.100	Fares-Passenger	36,538	26,149	(10,389)	-28.4%	304,014	267,277	(36,737)	-12.1%	
40. 401.200	Fares Paid by Agencies	17,512	5,783	(11,729)	-67.0%	145,711	117,390	(28,321)	-19.4%	
40. 402.200	Contract Service	5,417	5,323	(94)	-1.7%	43,333	44,496	1,163	2.7%	
40. 405.100	Charter	609	361	(248)	-40.7%	19,162	40,764	21,602	112.7%	
40. 406.100	Displays Ads	781	4,500	3,719	476.0%	6,250	6,800	550	8.8%	
40. 409.200	Sonoma County Participation	14,333	12,095	(2,238)	-15.6%	114,667	101,379	(13,288)	-11.6%	
	Total	75,190	54,211	(20,979)	-27.9%	633,136	578,106	(55,030)	-8.7%	

Other Revenue

40. 409.100	TDA - Operations	207,660	207,660	1	0.0%	1,661,276	1,661,277	1	0.0%
40. 409.110	STA - Operations	14,583	14,583	(0)	-0.0%	116,667	116,667	0	0.0%
40. 411.100	State/Local Grants	0	19,368	19,368	ERR	5,000	19,368	14,368	287.4%
40. 413.100	Fed Sec 5311 Oper Grant	41,333	41,333	(0)	-0.0%	330,667	330,667	0	0.0%
40. 413.110	Fed Sec 5311(f) Operating Grant	15,000	0	(15,000)	-100.0%	120,000	0	(120,000)	-100.0%
40. 413.200	Fed Planning Grant	0	0	0	ERR	0	0	0	ERR
40. 407.200	Senior Center Admin/Dispatch	2,158	2,158	(0)	-0.0%	17,267	17,267	0	0.0%
40. 407.210	Maintenance Labor Revenue	2,500	2,745	245	9.8%	20,000	22,527	2,527	12.6%
40. 407.220	Maintenance Parts Revenue	0	45	45	ERR	0	541	541	ERR
40. 407.400	Rental Income	0	0	0	ERR	0	0	0	ERR
40. 407.500	Other Income	67	60	(7)	-10.0%	533	496	(37)	-7.0%
	Total	283,301	287,952	4,651	1.6%	2,271,409	2,168,810	(102,599)	-4.5%
	Combined - Oper/Other Rev	358,492	342,163	(16,329)	-4.6%	2,904,546	2,746,916	(157,630)	-5.4%

Revenue - Mobility Management Program

41. 401.100	Fares-Passenger	0	0	0		0	3,216	3,216	0
41. 401.200	Fares Paid by Agencies	0	0	0		0	0	0	0
41. 402.200	Contract Service	0	0	0		0	0	0	0
41. 411.100	State Grant - Ag Worker/Commute Study	0	0	0		0	0	0	0
41. 413.110	Federal Operating Grant - JARC	0	0	0		0	0	0	0
41. 413.200	Federal Planning Grant - Commute Study	0	0	0		0	0	0	0
41. 407.500	Other Income	0	0	0		0	0	0	0
	Total	0	0	0	0	0	3,216	3,216	0
	Combined	358,492	342,163	(16,329)	-4.6%	2,904,546	2,750,132	(154,414)	-5.3%
	Fares - Passenger/Agency	54,050	31,932	(22,118)	-40.9%	449,725	384,667	(65,058)	-14.5%

Mendocino Transit Authority - Public Service

File: (Budget16)EXPCUMBA)

Budget to Actual Comparison FY 2015/16

YTD thru

Feb-16

YTD thru

Feb-16

Monday April 18, 2016

Description	Budget			Actual			Diff Amount	Diff %	Actual MMP	Actual Total
	Transp	Maint	Admin	Transp	Maint	Admin				
Wages	935,482	170,264	229,820	867,885	157,155	205,022	(105,504)	-7.9%		1,230,062
Wages-Vac/Sick/Hol	167,203	36,051	46,113	159,957	35,391	40,910	(13,110)	-5.3%		236,258
Health	317,375	41,872	41,872	262,753	40,847	30,742	(66,777)	-16.6%		334,342
Workers Comp	84,304	10,279	1,363	78,074	10,821	1,479	(5,571)	-5.8%		90,374
Retirement	97,687	19,212	24,445	77,155	17,997	20,542	(25,650)	-18.1%		115,694
Payroll Taxes	31,138	5,444	8,002	30,656	5,752	8,723	548	1.2%		45,131
Uniform Allowance	5,700	4,400		3,566	4,460		(2,074)	-20.5%		8,026
Travel Expenses	4,625	2,280	5,590	6,925	2,097	3,976	503	4.0%		12,998
Outside Labor	4,784	4,039	68,699	1,106	4,406	69,875	(2,135)	-2.8%	1,438	76,825
Fuel-Revenue Vehicles	246,411			174,058			(72,353)	-29.4%	1,199	175,257
Lube-Revenue Vehicles	7,550			10,507			2,957	39.2%	1,126	11,633
Tires/Tubes-Revenue Vehicles	15,932			5,968			(9,964)	-62.5%		5,968
Parts-Revenue Vehicles		18,587		9,105			(9,482)	-51.0%		9,105
Expense Parts		1,600			684		(916)	-57.3%		684
Non-Capital Equipment	1,650	1,600	1,333	2,186	1,027	2,578	1,208	26.3%		5,791
Office Supplies	200		9,000	(40)		7,100	(2,140)	-23.3%		7,060
Subscriptions	1,265	1,400	1,009	355	453	684	(2,182)	-59.4%		1,492
Dues & Memberships	55		5,675			4,957	(773)	-13.5%		4,957
Janitorial Supplies		8,760			9,398		638	7.3%		9,398
Shop Supplies		2,000			1,122		(878)	-43.9%		1,122
R & M-Buildings & Property		8,250			5,424		(2,826)	-34.3%		5,424
Shelter Expense		1,600			418		(1,182)	-73.9%		418
Telephone	6,960	960	8,600	8,804	2,297	9,858	4,439	26.9%		20,959
Utilities	5,610	780	7,940	5,330	398	9,023	421	2.9%		14,751
Insurance	76,481	6,000	10,011	59,487	5,335	10,644	(17,026)	-18.4%		75,466
Purchased Transportation	1,200			1,012			(188)	-15.7%		1,012
Marketing			87,575			59,924	(27,651)	-31.6%		59,924
Training	9,245	3,333	1,600	2,136	410	1,333	(10,299)	-72.6%		3,879
Board Expense			3,000			1,499	(1,501)	-50.0%		1,499
Miscellaneous	2,049	400	80	1,830	165		(534)	-21.1%		1,995
Vehicle Rental								EER		480
Equipment Rental		300	255		185	295	(75)	-13.5%		480
Property Rental	16,296			16,664			368	2.3%		16,664
Total	2,039,201	349,411	561,983	1,776,374	315,347	489,164	(369,709)	-12.5%	3,763	2,584,648
# of Empl (Health benefits)	46	6	6	46	6	6				58

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Board of Directors Meeting Schedule
 Fourth Thursday of January through October and December 8
 Subject to Change

Date	Time	Location	Video Conference With	Major Agenda Items
2016				
January	28	1:30	Fort Bragg	Ukiah
February	25	1:30	Willits	only
				Initial 2016/17 Budget Discussion General Manager Contract
March	24	1:30	Ukiah	Fort Bragg
				DRAFT 2016/17 Budget & Claim
April	28	1:30	Point Arena	only
May	26	1:30	Fort Bragg	Ukiah
June	23	1:30	Ukiah	Fort Bragg
				FINAL 2016/17 Budget
July	28	1:30	Willits	only
				2017/18 Transit Needs: Willits
August	25	1:30	Point Arena	only
				2017/18 Transit Needs: Point Arena
September	22	1:30	Fort Bragg	Ukiah
				2017/18 Transit Needs: Fort Bragg
October	27	1:30	Ukiah	Fort Bragg
				2017/18 Transit Needs: Ukiah
November	no meeting scheduled			
December	8	1:30	Ukiah	Fort Bragg

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To: MTA Board of Directors
 From: Bruce Richard, interim General Manager
 Date: April 21, 2016
 Subj: Capital Program: Progress Report

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

2015/16 Projects	<u>Current Budget</u>
Bus Stop Improvements (Other)	\$49,500
NEW ACTION: None.	
PROBLEMS: None.	
Two Senior Center Vehicles (5310)	\$129,161
NEW ACTION: Van for Ukiah has been ordered.	
PROBLEMS: None	
Two Medium Duty Buses (5311f)	\$346,080
NEW ACTION: None.	
PROBLEMS: The second bus has major suspension problem and is being repaired in Sacramento.	
Four Large Vans (Prop 1B and STIP)	\$358,320
NEW ACTION: Third van has been delivered and accepted.	
PROBLEMS: Fourth still has unacceptable vibrations and is being repaired in LA.	
Two-way Radio Replacement incl. Dispatch Console (Prop 1B and STA)	\$125,000
NEW ACTION: None.	
PROBLEMS: Options for radio equipment are unsettled. Requests for changes have not been approved by OES.	
Maintenance Service Van (STA)	\$50,386
NEW ACTION: None.	
PROBLEMS: Project will be carried over to 16/17.	

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Agenda Item #8

To: MTA Board of Directors
From: Sally Webster, Finance & Personnel Manager
Date: April 25, 2016
Subj.: Unmet Transit Needs

As you know, MTA collects the Unmet Transit Needs submitted in a variety of ways during the fiscal year. We began the FY17/18 Unmet Transit Needs at our December 2015 meeting.


Unmet Transit Needs identified thus far:

- Daily service to Wildwood Campground, east of Hwy 1 on Hwy 20
- Solar Powered Transit Center with Electric Vehicles on the old Masonite Property
- More Service on the South Coast
- Restore old Coaster Service to and from Mendocino
- Add more service to Anderson Valley from Ukiah
- Move the "Colombi" stop at the intersection of Harold and Oak street in Fort Bragg to Oak Street between Park and Harold.
- Service to/from Burke Hill Road in Ukiah

Staff Recommendation:

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

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To: MTA Board of Directors
From: Bruce Richard, interim General Manager 
Date: April 21, 2016
Subj: Low Carbon Transit Operations Program (LCTOP)

Last year, MTA requested an allocation of LCTOP funds specifically to replace lost revenue from Mendocino College students who are riding buses for no fare during the current Spring semester. From January 25 through the end of March, we have carried over 9,000 students who show the driver a photo ID with a sticker indicating this semester. Note that students can use the ID for trips to and from the College as well as any other origin/destination.

This program allows use of the funds for many other purposes. The requirement is that the project reduces emissions of greenhouse gasses. Our project is specifically listed because fare free transit will attract at least some riders who had previously driven, thus reducing vehicle miles travelled and GHG emissions. In the past, the Board has indicated a strong interest in acquiring one or more electric buses. This clearly would qualify for use of LCTOP dollars and is a typical example of projects.

The purpose of this agenda item is to request Board direction on future use of LCTOP funds. The estimate for next year is more than double this year's \$31,000, and officials expect continued growth. Choices are 1) Fare Free Transit for Mendocino College students, 2) save up funds (three year maximum) to help purchase an electric bus, 3) some other operating project that reduces emissions. We could also invest in more than one project.

On April 20, MTA staff met with College officials including President Reyes. Refer to the attached follow up email. It was a very positive meeting. College staff were very excited about continuing the project next school year. The President offered their consideration of being a funding partner, or requesting an election to let students fee themselves to support Fare Free Transit.

Recommendation

Continue the project in school year 2016-17. Use the Fall 2016 Semester and passenger surveys to more fully analyze the demand for free rides and the cost in lost revenue. Enter an agreement with Mendocino College for a funding partnership to begin with Spring 2017 semester, and then contract for funding partnership on an annual basis.

Cc: President Reyes,
Dean Cichocki,
Jessica Silva

Bruce Richard

From: Jessica Silva <jsilva@mendocino.edu>
Sent: Wednesday, April 20, 2016 5:02 PM
To: Bruce Richard; Wendy Taylor; Christa Nunez
Cc: Arturo Reyes; Eileen Cichocki
Subject: Meeting Follow-Up

Good Afternoon,

Thank you all for joining us this afternoon to discuss our continued collaboration that offers free rides for students of Mendocino College! We are excited about the potential for continuing this program, and truly appreciate the support of your staff and Board at MTA.

As a follow-up, I wanted to highlight some important points of our meeting and some of the items that we all had hoped to follow-up on. If anyone has anything to add please let me know!

- MTA will determine at their Board meeting Thursday, April 28th, if the Grant funding will continue to be used for this endeavor in the 2016 – 2017 academic year. Bruce will e-mail Jessica to confirm.
- MTA will determine their financial need in offering free rides for students and what 'cap' they can place on this program, in doing so they will provide a static number that would need to be provided by MC if they use all of the grant funding offered to them.
- MTA will not be offering free rides in the Summer of 2016.
- MTA will meet with ASMC to discuss the total cost of offering this program and how ASMC can possibly assist them (financially) in continuing this program in the future.
- MC will provide MTA with a timeline for the new ID cards on the Coast and/or if they will still be paper cards in the fall. (At this time we received a response stating that the equipment is here and should be in the installation stages soon.)
- MC will provide advertising placement for MTA in the Fall 2016 and Spring 2017 Schedules if the MTA Board has agreed to continue the program.
- MC will update advertising and send to Christa to have approved by the MTA team, this advertising will be used for shelters, inside buses, the MC schedules, and advertising around MC Campus.
- MC will work on funding for larger advertising on busses.

At this time I will wait to hear from Bruce following the MTA Board meeting next week before moving ahead on any advertising measures.

Please feel free to e-mail back with any additional questions, responses to our questions, or ideas – I look forward to improving the process and establishing a long term plan for our continued collaborative success!

Thank you,
Jessica

p.s. Wendy and Bruce, I have cc'ed Eileen on this e-mail so you have her e-mail address.

Jessica Silva

Director of Community Relations & Communication
Mendocino College
1000 Hensley Creek Road
Ukiah, CA 95482

Agenda Item #10

To: Board of Directors
From: Sally Webster, Finance/Personnel Manager
Date: April 22, 2016
Subj: Claim Revision - STA Funding for Operations FY2015/16

In March 2015, MTA submitted a Draft Budget and Claim for TDA and STA funding for FY15/16. For the March claim, we were uncertain if MTA had the ability to use STA funding for Operations, therefore, the Claim for STA funding for operations was omitted at that time. MTA was able to ascertain that MTA could use STA funds from the previous year, and included \$175,000 of STA funding for operations in the final budget.

In addition, the Capital Budget approved by the Board for FY15/16 on June 25, 2016 increased the allocation for Capital Reserve from \$48,470 to \$94,550. The revised Capital Budget which supports this is attached.

As a result, MTA needs to file a Claim Revision for FY15/16 in order to allocate the budgeted and approved STA funding for Operations, and claim for additional Capital Reserve funds. This requires approval of Resolution #2016-09 revising the Claim for Funds, and authorizing submittal of the revised claim to MCOG.

Recommendation:

Staff recommends the approval of Resolution #2016-09, which approves the above changes and authorizes the Interim General Manager or the Finance Manager to submit to MCOG the Revised Claim for additional use of \$175,000 in STA Funds for Operations and \$94,550 from Capital Reserve.

MENDOCINO TRANSIT AUTHORITY
RESOLUTION 2016-09
AMENDING FISCAL YEAR 2015/2016 BUDGET
INCLUDING A CLAIM FOR ADDITIONAL STA FUNDS FOR OEPRATIONS

WHEREAS:

1. MTA policy calls for the adoption of annual balanced budgets, and
2. The MTA Board of Directors approved the Final Budget FY2015/16 at the June 25, 2015 meeting utilizing STA funding for operations to balance the budget, and funding from the Capital Reserve for vehicle acquisition,

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

1. Approves the revised Claim for Funds as presented to the Board at its meeting on June 25, 2015.
2. Directs the Interim General Manager or the Finance Manager to submit the Revised Claim of \$175,000 for STA funding of Operations, and \$94,550 in Capital Reserve funding as approved at the April 28, 2016 meeting.

ADOPTION of this RESOLUTION was MOVED by Director _____ and
SECONDED by Director _____ at a regular meeting of the MTA Board of
Directors on April 28, 2016, by the following Roll Call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Jim Mastin, Chairman

Sally Webster, Finance Manager

Mendocino Transit Authority
Summary of 2015/2016 Revised Claim for Funds

25-Apr-16

Source	Authority	Purpose	FY 2014/15 Amount	FY 2015/16 Amount
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Local Transportation Fund:

PUC, Sec. 99260(a)	MTA Operations		\$2,368,578	\$2,491,915
PUC, Sec. 99260(a)	Unmet Transit Needs			\$0
PUC, Sec. 99400(c)	Senior Center Operations		\$439,476	\$462,360
PUC, Sec. 99260(a)	MTA & Senior Capital		\$0	\$0
CCR, Sec. 6648	Transit Capital Reserve		\$0	\$0
PUC, Sec. 99260.6	Rail Passenger Subsidy		\$0	\$0

Total	\$2,808,054	\$2,954,275
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\$2,954,275

State Transit Assistance Fund:

CCR, Sec. 6730(a)	MTA Operations		\$250,000	\$175,000
CCR, Sec. 6731(b)	Senior Center Operations		\$0	\$0
CCR, Sec. 6730(b)	MTA & Senior Capital		\$136,650	\$282,919
CCR, Sec. 6752	Reclaim for MTA Capital		\$0	\$0
CCR, Sec. 6648	Transit Capital Reserve			\$0

Total	\$386,650	\$457,919
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Capital Reserve

CCR, Sec. 6648	MTA Capital		\$0	\$94,550
CCR, Sec. 6648	Senior Capital		\$0	\$0
CCR, Sec. 6631	Long-Term Capital Reserve		\$413,796	\$319,697

Total	\$413,796	\$414,247
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Total Claim	\$3,608,500	\$3,826,441
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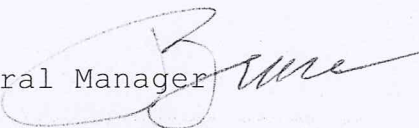
MTA & SENIOR CENTER CAPITAL PROGRAM

Proposed 2015/16

#	COST	FEDERAL			STATE			LOCAL			TOTAL	
		FTA 5311	State of Good Repair	FTA TIGGER	STIP	PROP 1B Modernization	PROP 1B Security	Other	Cap & Trade	Reserve		STA
Vehicle Acquisition:												
	0	--	--	--	0	--	--	--	0	0	0	0
	0	--	--	--	--	--	--	--	0	0	0	0
96	50,396	--	--	--	--	--	--	--	--	50,396	--	50,396
	0	--	--	--	0	--	--	0	--	--	--	0
	358,320	--	--	--	--	270,549	--	--	48,470	39,301	0	358,320
98	346,080	300,000	--	--	--	--	--	--	46,080	0	0	346,080
	0	--	--	--	--	--	--	--	--	--	--	0
	0	--	--	--	--	--	--	--	--	--	--	0
Equipment & Minor Facilities:												
	8,500	--	--	--	--	--	--	--	--	--	--	8,500
	126,000	--	--	--	--	125,000	--	--	--	--	--	126,000
	53,700	--	--	--	--	--	--	--	--	--	--	53,700
	37,500	--	--	--	--	--	--	37,500	--	--	--	37,500
	49,500	--	--	--	--	--	--	--	--	--	--	49,500
	0	--	--	--	--	--	--	--	--	--	--	0
Major Facilities												
Facility Solarization&Modernization												
Competitive, not secured												
TOTALS	1,029,997	300,000	0	0	0	270,549	125,000	37,500	94,550	202,397	0	1,029,996

Senior Center Capital

#	COST	5311 f			5310			Senior Center			TOTAL	
		5311 f	5310	Misc.	R/STIP	PROP 1B**	Other	Reserve	STA			
For Vans unless noted.												
0	0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0	0
0	0	0	0	0	0	0	0	0	0	0	0	0
1	79,161	0	67,000	0	0	0	0	0	0	12,161	0	79,161
1	50,000	0	40,000	0	0	0	0	0	0	10,000	0	50,000
2	129,161	0	107,000	0	0	0	0	0	0	22,161	0	129,161
COMBINED >	1,159,157	300,000	107,000	0	0	270,549	125,000	37,500	94,550	224,558	0	1,159,157

To: MTA Board of Directors
From: Bruce Richard, interim General Manager 
Date: April 22, 2016
Subj: **Public Transit Modernization (PTMISEA)**

This source of funding was approved by California voters in 2006 and included \$3.6 million specifically for transit capital projects. MTA has used our share mostly for bus replacement, but also for construction of the new Maintenance Facility and Solar Canopy.

For FY 2016/17, staff has budgeted \$306,843 to help fund the replacement of one Paratransit Van and three Large (20-passenger) Vans. For 2016/17 or 2017/18 approximately \$180,000 will remain. Unless some transit system leaves their money on the table for the rest of us, that will be the end of the ten-year program.

In order to receive the funding for next year, MTA needs to submit an allocation request, which includes a resolution, by May 6.

Recommendation

Adopt Resolution 2016-10, attached, authorizing MTA to spend the \$306,843.

MENDOCINO TRANSIT AUTHORITY
RESOLUTION 2016-10

DISBURSE PROPOSITION 1B PTMISEA FUNDS

WHEREAS:

1. The Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) Program was created by Proposition 1B, the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006; and
2. PTMISEA funds may be used for transit rehabilitation, safety or modernization improvements, capital service enhancements or expansions, new capital projects, bus rapid transit improvements, or rolling stock (buses and rail cars) procurement, rehabilitation or replacement; and
3. The MTA has a project, the **"One DAR and Three Large Vans"** which meet the criteria specified by the PTMISEA program; and

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

Authorizes the General Manager and/or the Finance and Personnel Manager, to expend up to \$306,843, plus any interest posted on a later date, on the **"One DAR and Three Large Vans"** project and authorizes them 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 completing this purchase.

ADOPTION of this RESOLUTION was MOVED by Director _____ and SECONDED by Director _____ at a regular meeting of the MTA Board of Directors on April 28, 2016 by the following Roll Call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

James W. Mastin, Board Chair

Bruce Richard General Manager

To: MTA Board of Directors
From: Bruce Richard, interim General Manager
Date: April 22, 2016
Subj: Grant Application Updates

Five requests for funding for the current and the budget year have been or will be submitted. Here is an update:

Federal 5311 non-urban Operating Assistance. \$469,217

MTA has always received this federal grant. The amount for next year is lower than for this year. The application has been submitted and approval is assured.

Federal 5311(f) Intercity Bus Operating Assistance. \$300,000

MTA has received and used these funds several years for our long, Intercity Routes. This year, we are providing one round trip between Willits, Ukiah and Santa Rosa Monday through Saturday. For next year, we would use this source to expand that by operating a second Route 65 CC Rider round trip between Mendocino, Fort Bragg, Willits, Ukiah and Santa Rosa. In addition, two new round trips would be provided between Fort Bragg, Willits and Ukiah. Refer to the attached color timetable. Both of these additions were listed as Unmet Transit Needs. This grant is competitive, but we are confident of success which will be announced in mid May.

California Prop 1B Public Transit Modernization (PTMISEA) Capital.

\$306,843

This has been a wonderful source of capital funding since 2008, mainly to help keep our fleet replaced on a regular basis. The application for next year is due May 6 and approval is assured. We will buy four more replacements. FY 2017/18 will be the last year.

California Prop 1B Safety & Security (TSSSDRA) Capital. \$208,000

MTA has also used this source since 2008 for various security projects. In recent years, work has focused on replacing on-board video recorder and two-way radio systems, but the vendors who supply radio systems are in a state of flux, so we have dropped that part for now and hope to complete the video project by Summer. The allocation for this year has not been approved by the Governor's Office of Emergency Services. This has been a difficult situation. OES does not return our phone calls or respond to emails or letters.

California Cap & Trade, Low Carbon Transit Operating Program (LCTOP)

\$92,361

MTA is currently in the first round of this new source, providing Fare Free Transit to registered students at Mendocino College, including Willits and Fort Bragg campuses. An application has been submitted for our share for next year to continue the project to school year 2016/17, and approval is expected shortly. Note that changing to a different project

5311(f) INTERCITY BUS OPERATING ASSISTANCE DETAIL

Proposed CC Rider Timetable

southbound

Route Frequency	Original 65 daily	New 65 M - Sat	New 64 M - Sat	New 64 M - Sat
Mendocino - Main St Shelter	7.10	10.10	-	-
Fort Bragg - Boat Yard	7.30	10.30	11.50	3.20
Willits - Babcock Park	8.30	11.30	12.50	4.20
arr Ukiah - Pear Tree	9.00	12.00	1.20	4.50
lv Ukiah - Pear Tree	9.20	12.20		
Ukiah - Airport	-	-	1.25 > 1.35*	4.55 > 6.15**
SANTA ROSA				
AMTRAK - Codding	10.10 > 11.50	1.10 > 2.45		
SMART - RR Depot	-	1.25 Mid day ??		
GGT - 2nd St Transit Mall	10.30 > 10.50	1.30 > 1.45		
Greyhound - 440 Dutton Ave	10.35	1.35 > 2.40		

> signifies connection to listed operator
 * Greyhound southbound at Ukiah Airport
 ** Greyhound northbound at Ukiah Airport

northbound

Route Frequency	New 64 M - Sat	New 64 M - Sat	Original 65 daily	New 65 M - Sat
SANTA ROSA				
AMTRAK - Codding		11.40 >	1.35	3.50
SMART - RR Depot		?? Midday	1.50	-
GGT - 2nd St Transit Mall		1.51 >	1.55	3.57 > 4.10
Greyhound - 440 Dutton Ave			1.45	4.15
Ukiah - Pear Tree arr	9.00	12.00	2.58	5.33
Ukiah - Pear Tree lv	9.15	12.15	3.15	5.53
Ukiah - Burger King	-	-	-	5.55 < 5.50**
Ukiah - Airport	-	-	3.20 < 1.35*	6.03 > 6.15***
Willits - Babcock Park	9.45	12.45	3.45	6.40
Fort Bragg - Boat Yard	10.45	1.45	4.45	7.40
Mendocino - Main St Shelter	-	-	5.05	8.00

< > signifies connection to or from listed operator
 *Greyhound Southbound at Ukiah Airport
 **AMTRAK Northbound at Ukiah Burger King
 ***Greyhound Northbound at Ukiah Airport