



Board of Directors Regular Meeting Minutes

Wednesday, October 27, 2021

1:30 p.m.

MTA Directors in Attendance

Bruce Richard
Jim Tarbell
Eric Dahlhoff
Tess Albin-Smith
Josefina Dueñas
Maureen Mulheren

MTA Directors Absent

Saprina Rodriguez

Staff in Attendance

Mark Harvey, CFO
Heather Lindsteadt, HR Director
Dawn White, Mobility Manager

Staff Absent

Jacob King, Executive Director
Bob Butler, Maintenance manager
Sara Marquez, Assistant Clerk of the Board

Due to the Shelter in Place Order issued by Mendocino County Public Health on March 17, 2020, and pursuant to Governor Newsom's Executive Orders N-33-20 and N-25-20, members of the MTA Board of Directors participated in this meeting via teleconference or videoconference.

AGENDA ITEMS

A. CALL TO ORDER

Vice Chair Tarbell called the meeting to order at 1:34 p.m.

B. PUBLIC COMMENT

No public comments.

C. CONSENT CALENDAR

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1. Approval of Minutes of September 29, 2021 Regular Board Meeting
2. Acceptance of Service Performance Report
3. Acceptance of Financial Reports – July 2021 through August 2021

Upon Motion by Director **Albin-Smith** seconded by Director **Dahlhoff** the Board approved Consent Calendar items C.1 through C.3 by roll call vote. **AYES:** Tarbell, Albin-Smith, Mulheren, Dahlhoff, Richard, **NOES:**0, **ABSTAIN:** 0, **ABSENT:** Dueñas, Chairwoman Rodriguez

D. ACTION & DISCUSSION

1. Unmet Needs: None

2. Adoption of Resolution No 2021-19 Authorizing Remote Teleconference Meetings of the Board of Directors of Mendocino Transit Authority for the period of October 30, 2021, through November 30, 2021, Pursuant to Brown Act Provisions.

Upon Motion by Director **Dahlhoff** seconded by Director **Alvin-Smith** the Board adopted Resolution 2021-19 approving Remote Teleconference Meetings of the Board of Directors of Mendocino Transit Authority for the period of October 30, 2021, through November 30, 2021, by roll call vote. **AYES:** Tarbell, Albin-Smith, Mulheren, Dahlhoff, Dueñas, Richard, **NOES:**0, **ABSTAIN:** 0, **ABSENT:** Chairwoman Rodriguez

3. Discussion and Possible Adoption of Resolution 2021-20 Approval of for Fiscal Year 22-23 Sustainable Transportation Planning Grant Application in the amount of \$150,000.00 for a Short-Range Transit Development Plan.

Upon Motion by Director **Richard** seconded by Director **Alvin-Smith** the Board approved Transportation Planning Grant Application in the amount of \$150,000.00 for a Short-Range Transit Development Plan by roll call vote. **AYES:** Tarbell, Albin-Smith, Mulheren, Dahlhoff, Dueñas, Richard, **NOES:**0, **ABSTAIN:** 0, **ABSENT:** Chairwoman Rodriguez

4. Discussion and Possible Adoption of Resolution No 2021-21 Approval of Fiscal Year 22-23 Sustainable Transportation Planning Grant Application in the amount of \$165,000.00 for a Transit Center Site Assessment and Feasibility Study.

This item was pulled out from the agenda.

E. DIRECTOR AND MANAGEMENT REPORTS

1. Matters from Management

Dawn White, Mobility Manager, reported that MTA was able to have a booth this year at the Pumpkinfest, and many people stopped by to ask questions. Dawn also mentioned that she's working with Marianne at the City of Ukiah to come up with a plan for the trolley this year.

Mark Harvey, CFO, reported that the finance department has a new employee for the Finance Assistant and he's very excited to have her.

Heather Lindsteadt, HR Director, provided an update on current recruitments for Ukiah and Fort Bragg still recruiting for transit operator.

Dawn White, Mobility Manager, provided an update for Bob Butler, Maintenance Manager. She reported that they have hire a new Maintenance Assistance to do data entry for the department.

1. Matters from Directors

Director **Richard**: wanted to let staff know that he supports the Transportation Planning Grant and he would like to review it with staff.

Albin-Smith: shared that they successfully installed the desalination plant on the coast.

Director **Dahlhoff**: nothing to report

Director **Dueñas**: invited everyone to attend the City of Ukiah to participate in the Ofrendas (altars) for Dia de los muertos. Which it takes place in front of the civic center.

Director **Mulheren**: reported that the Christmas tree from the Capitol is coming to Ukiah Pear Tree Center on Halloween and is a public event.

Vice-Chair **Tarbell**: nothing to report.

Chairwoman Rodriguez: nothing to report.

F. ADJOURN

Vice-Chair **Tarbell** adjourned the meeting at 2:16pm