



## Board of Directors Regular Meeting Agenda

Wednesday, January 26, 2022

1:30 p.m.

### **MTA Board of Directors**

Saprina Rodriguez, Chair  
Jim Tarbell, Vice Chair  
Bruce Richard  
Tess Albin-Smith  
Eric Dahlhoff  
Maureen Mulheren  
Josefina Dueñas

*Pursuant to Governor Newsom's Executive Orders N-29-20 revised on June 11, 2021 and Executive Order N-08-21 revised on June 11, 2021, and pursuant to AB 361, members of the MTA Board of Directors will participate in this meeting via teleconference or videoconference.*

### **Members of the public may participate by phone or computer:**

*Mendocino Transit Authority is inviting you to a scheduled Zoom meeting.*

*Topic: MTA Board Meeting*

*Time: Jan 26, 2022 01:30 PM Pacific Time (US and Canada)*

*Join Zoom Meeting*

<https://us06web.zoom.us/j/81617162823>

*Meeting ID: 816 1716 2823*

*Passcode: 747830*

*One tap mobile*

*+16699006833,,81617162823# US (San Jose)*

*+13462487799,,81617162823# US (Houston)*

*Dial by your location*

*+1 669 900 6833 US (San Jose)*

*+1 346 248 7799 US (Houston)*

*+1 253 215 8782 US (Tacoma)*

*+1 301 715 8592 US (Washington DC)*

*+1 312 626 6799 US (Chicago)*

*+1 929 205 6099 US (New York)*

Meeting ID: 816 1716 2823

Find your local number: <https://us06web.zoom.us/j/kbtAa8QdfC>

Please press mute on your phone or computer until public comments are open. The Chair will call for public comments during the Public Comment section of the agenda as well as during each agenda item discussion. Members of the public may also submit questions via email to [sara@mendocinotransit.org](mailto:sara@mendocinotransit.org) and these comments will be read aloud during the public comment section of the meeting and be made part of the official record of the meeting. Comments must be submitted prior to the close of the comment period.

Please visit <https://mendocinotransit.org/board-of-directors/> to view available agenda background documents.

## **AGENDA ITEMS**

### **A. CALL TO ORDER**

### **B. PUBLIC COMMENT**

*MTA Board of Directors welcomes participation in its meetings. Comments shall be limited to three (3) minutes per person so that everyone may be given an opportunity to be heard. To expedite matters and avoid repetition, whenever any group of persons wishes to address the MTA Board of Directors on the same subject matter, the Chair may request that a spokesperson be chosen by the group. This item is limited to matters under the jurisdiction of the Mendocino Transit Authority which are not on the posted agenda. Public criticism of the MTA Board will not be prohibited. No action shall be taken.*

### **C. CONSENT CALENDAR**

- 1. Approval of Minutes of December 8, 2021 Regular Board Meeting**
- 2. Approval of Minutes of January 6, 2022 Special Board Meeting Minutes**
- 3. Acceptance of Service Performance Report**
- 4. Acceptance of Financial Reports – July 2021 through November 2021**
- 5. Adoption of Resolution No. 2022-02 Authorizing Remote Teleconference Meetings of the Board of Directors of Mendocino Transit Authority for the period of January 26, 2022, through February 26, 2022, Pursuant to Brown Act Provisions.**

### **D. ACTION & DISCUSSION**

- 1. Unmet Needs: Solicit Public Input**
- 2. Discussion and Possible Approval of MTA Special Event: Blue Economy Symposium Event Fort Bragg on May 21, 2022 and May 22, 2022.**
- 3. Discussion and Possible Adoption of Resolution Approving Grant Application for 5339 Funding for All Electric 35-Foot Electric Coach and**

**Authorizing MTA Executive Director, Jacob King, to apply for 5339 Funding.**

- 4. Presentation, Discussion and Possible Action Approval of a Three-Year Contact between Swiftly and Mendocino Transit Authority for GTFS Real Time for \$172,260.00**
- 5. Presentation, Discussion and Possible Action Approval of Contract for Validator Contactless Payment Between Cal-ITP and Mendocino Transit Authority.**

**E. DIRECTOR AND MANAGEMENT REPORTS**

- 1. Matters from Management**
- 2. Matters from Directors**

**F. CLOSED SESSION**

**Closed session pursuant to Government Code 54957: Public Employee Performance Evaluation – Executive Director**

**Closed session pursuant to Government Code 54957.6: Conference with Labor Negotiator**

**Agency Designated Representative:** Agency Chair  
**Unrepresented Employee:** Executive Director

**G. ANNOUNCEMENT OUT OF CLOSED SESSION**

**H. ADJOURN**

Anticipated adjournment is 3:30 p.m.

**Americans with Disabilities Act (ADA) Compliance**

*Mendocino Transit Authority complies with AMERICANS WITH DISABILITIES ACT (ADA). Upon request, MTA will attempt to reasonably accommodate individuals with disabilities by making meeting material available in appropriate alternate formats pursuant to Government Code Section 54953.2 and Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132). Anyone requiring reasonable accommodation in order to participate in the meeting should contact Heather Lindsteadt at Mendocino Transit Authority by calling (707) 234-6447 or by email at [heather@mendocinotransit.org](mailto:heather@mendocinotransit.org) at least 72 hours prior to the meeting.*



## Board of Directors Regular Meeting Minutes

Wednesday, December 8, 2021

1:30 p.m.

### **MTA Directors in Attendance**

Bruce Richard  
Jim Tarbell  
Tess Albin-Smith  
Josefina Dueñas  
Maureen Mulheren  
Saprina Rodriguez

### **MTA Directors Absent**

Eric Dahlhoff

### **Staff in Attendance**

Jacob King, Executive Director  
Mark Harvey, CFO  
Heather Lindsteadt, HR Director  
Dawn White, Mobility Manager  
Bob Butler, Maintenance Manager  
Sara Marquez, Assistant Clerk of the Board

### **Staff Absent**

*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**

Chair Rodriguez called the meeting to order at 1:33 p.m.

### **B. PUBLIC COMMENT**

No public comments.

## C. CONSENT CALENDAR

1. Approval of Minutes of October 27, 2021, Regular Board Meeting
2. Approval of Minutes of November 18, 2021, Special Board Meeting Minutes
3. Acceptance of Service Performance Report
4. Acceptance of Financial Reports – July 2021 to October 2021

**Upon Motion** by Director **Mulheren** seconded by Director **Tarbell** the Board approved Consent Calendar items C.1 through C.4 by roll call vote. **AYES:** Tarbell, Albin-Smith, Mulheren, Richard, Dueñas, Chairwoman Rodriguez **NOES:**0, **ABSTAIN:** 0, **ABSENT:** Dahlhoff.

## D. PRESENTATION

### 1. General Transit Feed Specification (GTFS) Realtime. Jacob King

Lilly Shoup and Lauren Gilbert from CAL-ITP presented to the Board the Realtime GTSF program which will provide transit customers in Northern California a new option for paying their fares through a contactless fare collection system and also provides real time information about when the bus will arrive at stops. GTFS Realtime currently supports the following types of information:

- Trip updates - delays, cancellations, changed routes
- Service alerts - stop moved, unforeseen events affecting a station, route or the entire network
- Vehicle positions - information about the vehicles including location and congestion level

GTFS Realtime will also align fares across the region for passengers who are transferring or travelling on multiple transit agencies.

GTSF Real-Time will be launching Spring 2022 and pricing will be available within a few weeks. If MTA decides to contract with Cal-ITP, the costs will be reimbursable through the CARES funding.

## E. ACTION & DISCUSSION

### 1. Unmet Needs:

Director Albin- Smith would like to add a regular bus service on weekends in Fort Bragg on a regular basis.

Ulysses Velasco from Mendocino College requested service to Covelo.

### 2. Discussion and Possible Adoption of Resolution No. 2021-22 Authorizing Remote Teleconference Meeting of the Board of Directors of Mendocino Transit Authority for the period of December 8, 2021, through January 8, 2022 Pursuant to Brown Act Provisions.

**Upon Motion** by Director **Albin-Smith** seconded by Director **Dueñas** the Board approved Resolution No. 2021-22 Authorizing Remote Teleconference Meeting of the Board of Directors of Mendocino Transit Authority for the period of December 8, 2021, through January 8, 2022 Pursuant to Brown Act Provisions. by roll call vote. **AYES:** Tarbell, Albin-Smith, Mulheren, Richard, Dueñas, Chairwoman Rodriguez **NOES:**0, **ABSTAIN:** 0, **ABSENT:** Dahlhoff.

## **2. Presentation, Discussion and Possible Action - Far North Group: Fare Modernization and Integration Project.**

The Board directed staff to continue working on the Fare Modernization and Integration Project and return to the Board in January with additional information related to cost and service benefits.

**Upon Motion** by Director **Richard** seconded by Director **Mulheren** the Board authorized Executive Director King to continue working with the Far-North Group by roll call vote. **AYES:** Tarbell, Albin-Smith, Mulheren, Richard, Dueñas, Chairwoman Rodriguez **NOES:**0, **ABSTAIN:** 0, **ABSENT:** Dahlhoff.

## **F. DIRECTOR AND MANAGEMENT REPORTS**

### **1. Matters from Management**

**Maintenance Manager Bob Butler** reported that MTA is disposing of 5 surplus Ford EL50 XL 15-passenger vans. He said MTA Joint Powers members are eligible to purchase the vehicles prior to MTA placing them for sale to the general public. List of the surplus vehicles is hereby incorporated by reference.

**Heather Lindsteadt, HR Director** reported that MTA will be hosting a Hiring Event in Fort Bragg on January 27, 2022, from 10:00 a.m. to 2:00 p.m. Director Albin-Smith requested that information be sent to the Board when it becomes available.

**Jacob King, Executive Director**, reported that he signed the standard agreement for the all-electric 35-foot Gillig bus. He said the vehicle is being purchased through the 5339 program.

Executive Director King also reported the Board requested programs that are eligible for reimbursement under the CARES funding and said many transit agencies are offering fare free rides, UV light systems, hazard pay or incentive programs and PPE (Gloves, sanitizer, and mask) and contactless payment software programs.

### **2. Matters from Directors**

**Chairwoman Rodriguez:** wished everyone a Merry Christmas and happy holidays. Rodriguez also thanked everyone for all the good work at MTA.

**G. ADJOURN**

Anticipated adjournment is 2:38 p.m.

DRAFT



## Board of Directors Special Meeting Minutes

Thursday, January 6, 2022

1:30 p.m.

### **MTA Directors in Attendance**

Jim Tarbell  
Eric Dahlhoff  
Josefina Dueñas  
Maureen Mulheren  
Saprina Rodriguez

### **MTA Directors Absent**

Tess Albin-Smith  
Bruce Richard

### **Staff in Attendance**

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

### **Staff Absent**

Heather Lindsteadt, HR Director  
Dawn White, Mobility Manager

*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**

Chair Rodriguez called the meeting to order at 1:30 p.m.

### **B. PUBLIC COMMENT**

No public comments.

### **C. ACTION & DISCUSSION**

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January 6, 2022 MTA Board of Directors Special Meeting Minutes



## 1. Unmet Needs:

Executive Director Jacob King provided an update on The Woods Retirement Community and reported that the MTA still has a plan to have service on that community but due to staff shortage is not able to do it at this time and he expects the staffing shortage to be resolved soon.

## 2. Discussion and Possible Adoption of Resolution No. 2022-01 Authorizing Remote Teleconference Meetings of the Board of Directors of Mendocino Transit Authority for the period of January 6, 2022, through February 6, 2022, Pursuant to Brown Act Provisions.

**Upon Motion** by Director **Mulheren** seconded by Director **Tarbell** the Board approved Resolution No. 2022-01 Authorizing Remote Teleconference Meetings of the Board of Directors of Mendocino Transit Authority for the period of January 6, 2022, through February 6, 2022, Pursuant to Brown Act Provisions by roll call vote. **AYES:** Tarbell, Dahlhoff, Mulheren, Dueñas, Chairwoman Rodriguez **NOES:**0, **ABSTAIN:** 0, **ABSENT:** Richard, Albin-Smith

## D. DIRECTOR AND MANAGEMENT REPORTS

### 1. Matters from Management

**Jacob King, Executive Director**, informed the Board that the pandemic is currently affecting MTA and due to staffing shortages and MTA may have to reduce some service. Mr. King is looking at current routes and trips and reviewing low-ridership reported that routes with low-ridership will be the service that is postponed if needed.

### 2. Matters from Directors

**Director Mulheren** reported that Supervisor John Haschak is now the alternate for MTA.

**Director Rodriguez** thanked Director Mulheren for her participation on the Board of Directors of MTA.

## E. ADJOURN

Anticipated adjournment is 1:39 p.m.




### FY 21-22 RIDERSHIP PERFORMANCE BY ROUTE


|  | JULY        | AUG         | SEPT        | OCT         | NOV         | DEC         | JAN      | FEB      | MAR      | APR      | MAY      | JUN      | 2021-22 YTD  | 2020-21 YTD  | # Change      | % Change   |
|--|-------------|-------------|-------------|-------------|-------------|-------------|----------|----------|----------|----------|----------|----------|--------------|--------------|---------------|------------|
| 01 - Willits Local                     | 587         | 593         | 481         | 497         | 456         | 431         | 0        | 0        | 0        | 0        | 0        | 0        | 3045         | 2019         | 1,026         | 51%        |
| 03 - Ukiah - DAR                       | 1068        | 971         | 976         | 961         | 890         | 1013        | 0        | 0        | 0        | 0        | 0        | 0        | 5879         | 3504         | 2,375         | 68%        |
| 04 - Fort Bragg - DAR                  | 580         | 572         | 574         | 574         | 548         | 593         | 0        | 0        | 0        | 0        | 0        | 0        | 3441         | 2614         | 827           | 32%        |
| 05 - BraggAbout                        | 498         | 484         | 461         | 390         | 409         | 378         | 0        | 0        | 0        | 0        | 0        | 0        | 2620         | 3031         | (411)         | -14%       |
| 07 - Jitney                            | 0           | 0           | 0           | 0           | 0           | 0           | 0        | 0        | 0        | 0        | 0        | 0        | 0            | 0            | 0             | 0%         |
| 08 - Ukiah Evening-Not Operating       | 0           | 0           | 0           | 0           | 0           | 0           | 0        | 0        | 0        | 0        | 0        | 0        | 0            | 0            | 0             | 0%         |
| 09 - Ukiah Local                       | 3096        | 3006        | 3191        | 3286        | 3087        | 2861        | 0        | 0        | 0        | 0        | 0        | 0        | 18527        | 14230        | 4,297         | 30%        |
| 20 - Willits - Ukiah                   | 966         | 1085        | 1336        | 1382        | 1189        | 1089        | 0        | 0        | 0        | 0        | 0        | 0        | 7047         | 4015         | 3,032         | 76%        |
| 60 - Coaster                           | 235         | 251         | 293         | 295         | 266         | 256         | 0        | 0        | 0        | 0        | 0        | 0        | 1596         | 1291         | 305           | 24%        |
| 64 - Ukiah to Fort Bragg-Not Operating | 0           | 0           | 0           | 0           | 0           | 0           | 0        | 0        | 0        | 0        | 0        | 0        | 0            | 0            | 0             | 0%         |
| 65 - Fort Bragg to Santa Rosa          | 557         | 470         | 466         | 406         | 405         | 434         | 0        | 0        | 0        | 0        | 0        | 0        | 2738         | 0            | 2,738         | 0%         |
| 65A - New Route 65-Not Operating       | 0           | 0           | 0           | 0           | 0           | 0           | 0        | 0        | 0        | 0        | 0        | 0        | 0            | 0            | 0             | 0%         |
| 74 - Saturday Gualala-Ukiah            | 77          | 43          | 35          | 52          | 33          | 28          | 0        | 0        | 0        | 0        | 0        | 0        | 268          | 155          | 113           | 73%        |
| 75 - M-F Gualala to Ukiah              | 259         | 411         | 522         | 448         | 374         | 406         | 0        | 0        | 0        | 0        | 0        | 0        | 2420         | 1445         | 975           | 67%        |
| 95 - Pt. Arena to Santa Rosa           | 200         | 183         | 192         | 179         | 204         | 192         | 0        | 0        | 0        | 0        | 0        | 0        | 1150         | 256          | 894           | 349%       |
| 97 - Redwood Coast Regional            | 86          | 113         | 204         | 180         | 180         | 183         | 0        | 0        | 0        | 0        | 0        | 0        | 946          | 0            | 946           | 0%         |
| <b>Monthly Totals</b>                  | <b>8209</b> | <b>8182</b> | <b>8731</b> | <b>8650</b> | <b>8041</b> | <b>7864</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>49677</b> | <b>32560</b> | <b>17,117</b> | <b>53%</b> |




**FY 20-21 RIDERSHIP PERFORMANCE BY ROUTE**

|  | JULY        | AUG         | SEPT        | OCT         | NOV         | DEC         | JAN         | FEB         | MAR         | APR         | MAY         | JUN         | 2020-21 YTD  | 2019-20 YTD   | # Change         | % Change    |
|--|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|--------------|---------------|------------------|-------------|
| 01 - Willits Local                       | 469         | 396         | 276         | 346         | 208         | 324         | 262         | 281         | 382         | 474         | 396         | 483         | 4297         | 9729          | (5,432)          | -56%        |
| 03 - Ukiah - DAR                         | 695         | 518         | 509         | 713         | 588         | 481         | 633         | 698         | 907         | 1026        | 950         | 1033        | 8751         | 11590         | (2,839)          | -24%        |
| 04 - Fort Bragg - DAR                    | 420         | 346         | 519         | 494         | 436         | 399         | 483         | 433         | 648         | 616         | 677         | 651         | 6122         | 10927         | (4,805)          | -44%        |
| 05 - BraggAbout                          | 657         | 637         | 543         | 420         | 330         | 444         | 414         | 391         | 452         | 489         | 419         | 516         | 5712         | 13238         | (7,526)          | -57%        |
| 07 - Jitney                              | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 1           | 1            | 921           | (920)            | -100%       |
| 08 - Ukiah Evening-Not Operating         | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 49          | 49           | 9170          | (9,121)          | -99%        |
| 09 - Ukiah Local                         | 2760        | 2382        | 2249        | 2564        | 1969        | 2306        | 1902        | 2101        | 2482        | 2668        | 2523        | 2712        | 28618        | 88865         | (60,247)         | -68%        |
| 20 - Willits - Ukiah                     | 800         | 665         | 647         | 737         | 557         | 609         | 490         | 530         | 766         | 796         | 798         | 860         | 8255         | 25292         | (17,037)         | -67%        |
| 60 - Coaster                             | 158         | 153         | 223         | 273         | 233         | 251         | 224         | 194         | 213         | 219         | 262         | 268         | 2671         | 7941          | (5,270)          | -66%        |
| 64 - Ukiah to Fort Bragg                 | 2           | 6           | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 268         | 276          | 3360          | (3,084)          | -92%        |
| 65 - Fort Bragg to Santa Rosa            | 0           | 0           | 130         | 288         | 290         | 228         | 216         | 217         | 273         | 372         | 435         | 468         | 2917         | 9410          | (6,493)          | -69%        |
| 65A - New Route 65-Not Operating         | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 468         | 468          | 4068          | (3,600)          | -88%        |
| 74 - Saturday Gualala-Ukiah              | 20          | 21          | 17          | 48          | 31          | 18          | 30          | 23          | 31          | 36          | 72          | 46          | 393          | 829           | (436)            | -53%        |
| 75 - M-F Gualala to Ukiah                | 306         | 281         | 228         | 238         | 199         | 193         | 139         | 198         | 213         | 262         | 309         | 298         | 2864         | 6113          | (3,249)          | -53%        |
| 95 - Pt. Arena to Santa Rosa             | 0           | 0           | 0           | 47          | 112         | 97          | 74          | 97          | 119         | 130         | 148         | 177         | 1001         | 3456          | (2,455)          | -71%        |
| 97 - Redwood Coast Regional-Not Operatin | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 0           | 49          | 49           | 2118          | (2,069)          | -98%        |
| <b>Monthly Totals</b>                    | <b>6287</b> | <b>5405</b> | <b>5341</b> | <b>6168</b> | <b>4953</b> | <b>5350</b> | <b>4867</b> | <b>5163</b> | <b>6486</b> | <b>7088</b> | <b>6989</b> | <b>8347</b> | <b>72444</b> | <b>207027</b> | <b>(134,583)</b> | <b>-65%</b> |

|  <b>FY 21-22 AVERAGE DAILY RIDERS BY ROUTE-Weekday</b> |               |               |               |               |               |               |             |             |             |             |             |             |                    |
|---|---------------|---------------|---------------|---------------|---------------|---------------|-------------|-------------|-------------|-------------|-------------|-------------|--------------------|
|   | <b>JULY</b>   | <b>AUG</b>    | <b>SEPT</b>   | <b>OCT</b>    | <b>NOV</b>    | <b>DEC</b>    | <b>JAN</b>  | <b>FEB</b>  | <b>MAR</b>  | <b>APR</b>  | <b>MAY</b>  | <b>JUN</b>  | <b>2021-22 YTD</b> |
| 01 - Willits Local  | 30.90         | 29.50         | 25.24         | 24.95         | 25.58         | 19.96         |             |             |             |             |             |             | 156.13             |
| 05 - BraggAbout   | 26.90         | 23.91         | 22.76         | 21.67         | 23.45         | 21.00         |             |             |             |             |             |             | 139.69             |
| 07 - Jitney   | 0.00          | 0.00          | 0.00          | 0.00          | 0.00          | 0.00          |             |             |             |             |             |             | 0.00               |
| 09 - Ukiah Local  | 146.43        | 132.81        | 149.34        | 153.29        | 151.52        | 122.96        |             |             |             |             |             |             | 856.35             |
| 20 - Willits - Ukiah  | 50.00         | 52.05         | 68.67         | 71.76         | 66.53         | 51.30         |             |             |             |             |             |             | 360.31             |
| 60 - Coaster  | 50.38         | 13.41         | 18.33         | 17.67         | 25.53         | 17.39         |             |             |             |             |             |             | 142.71             |
| 65 - Fort Bragg to Santa Rosa   | 45.59         | 57.73         | 55.77         | 43.38         | 44.33         | 50.65         |             |             |             |             |             |             | 297.45             |
| 75 - M-F Gualala to Ukiah   | 13.38         | 20.95         | 26.62         | 23.29         | 21.26         | 19.26         |             |             |             |             |             |             | 124.76             |
| 95 - Pt. Arena to Santa Rosa  | 8.73          | 8.27          | 8.55          | 8.95          | 9.33          | 8.35          |             |             |             |             |             |             | 52.18              |
| <b>Monthly Totals</b>   | <b>372.31</b> | <b>338.63</b> | <b>375.28</b> | <b>364.96</b> | <b>367.53</b> | <b>310.87</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>2129.58</b>     |

|  <b>FY 21-22 AVERAGE DAILY RIDERS BY ROUTE-Saturdays</b> |               |               |               |               |               |               |             |             |             |             |             |             |                    |
|---|---------------|---------------|---------------|---------------|---------------|---------------|-------------|-------------|-------------|-------------|-------------|-------------|--------------------|
|   | <b>JULY</b>   | <b>AUG</b>    | <b>SEPT</b>   | <b>OCT</b>    | <b>NOV</b>    | <b>DEC</b>    | <b>JAN</b>  | <b>FEB</b>  | <b>MAR</b>  | <b>APR</b>  | <b>MAY</b>  | <b>JUN</b>  | <b>2021-22 YTD</b> |
| 09 - Ukiah Local  | 66.00         | 73.25         | 78.25         | 79.75         | 75.75         | 68.00         |             |             |             |             |             |             | 441.00             |
| 65 - Fort Bragg to Santa Rosa   | 45.80         | 46.00         | 39.75         | 44.40         | 51.5          | 63.00         |             |             |             |             |             |             | 290.45             |
| 74 - Saturday Gualala-Ukiah   | 15.40         | 10.75         | 9.00          | 10.40         | 8.25          | 9.33          |             |             |             |             |             |             | 63.13              |
| 95 - Pt. Arena to Santa Rosa  | 4.80          | 3.50          | 8.50          | 3.00          | 4.50          | 5.33          |             |             |             |             |             |             | 29.63              |
| <b>Monthly Totals</b>   | <b>132.00</b> | <b>133.50</b> | <b>135.50</b> | <b>137.55</b> | <b>140.00</b> | <b>145.66</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>824.21</b>      |

|  <b>FY 21-22 AVERAGE DAILY RIDERS BY ROUTE-Sundays</b> |             |             |             |             |             |             |             |             |             |             |             |             |                    |
|---|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|--------------------|
|   | <b>JULY</b> | <b>AUG</b>  | <b>SEPT</b> | <b>OCT</b>  | <b>NOV</b>  | <b>DEC</b>  | <b>JAN</b>  | <b>FEB</b>  | <b>MAR</b>  | <b>APR</b>  | <b>MAY</b>  | <b>JUN</b>  | <b>2021-22 YTD</b> |
| 95 - Pt. Arena to Santa Rosa  | 3.25        | 3.40        | 3.50        | 3.50        | 4.75        | 4.33        |             |             |             |             |             |             | 22.73              |
| <b>Monthly Totals</b>   | <b>3.25</b> | <b>3.40</b> | <b>3.50</b> | <b>3.50</b> | <b>4.75</b> | <b>4.33</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> | <b>22.73</b>       |



Meeting Date: January 26th, 2021

Agenda Item: # C.4

## AGENDA SUMMARY REPORT

**SUBJECT:**

Preliminary Unaudited Financial Statements July - November 2021

**SUMMARY:**

Preliminary Unaudited Financial Reports for the Months of July through November 2021 from MTA's QuickBooks accounting system including the Statement of Net Position and Statement of Revenues and Expenses.

Revenue of \$2,323,109 is 36.4% of budgeted revenue of \$6,389,846 for the year, with 41.7% of year elapsed.

Expenses of \$2,027,559 are 34.8% of budgeted expenses of \$5,819,293 for the year, with 41.7% of year elapsed.

**STAFF RECOMMENDATION:**

Accept Unaudited Financial Statements for July through November 2021.

**ATTACHMENTS:**

Statement of Net Position as of November 30th, 2021  
Statement of Revenues and Expenses July-November 2021

**Mendocino Transit Authority**  
**Statement of Net Position**  
As of November 30, 2021

**ASSETS**

**Current Assets**

**Checking/Savings**

**101.900 - Cash**

**101.100 - Cash-Operating**

|                              |         |
|------------------------------|---------|
| Operating Cash               | 512,962 |
| LCTOP Operating              | 164,379 |
| Senior Operating             | 130,897 |
| Payroll & Benefits Operating | 154,907 |

**Total 101.100 - Cash-Operating Total** 963,144

**101.200 - Cash-Capital**

|                                       |         |
|---------------------------------------|---------|
| 101.202 - Capital Wkg-MUNIS #4100     | 542,290 |
| 101.203 - Cap CALOES -MUNIS #4140     | 83,964  |
| 101.204 - Capital PTMISEA-MUNIS #4230 | 270,880 |
| 101.227 - Cap LCTOP-Umpqua #2776      | 64,719  |

**Total 101.200 - Cash-Capital** 961,853

**Total 101.900 - Cash** 1,924,997

**Total 102.000 - Accounts Receivable** 680,061

**Other Current Assets**

**Total 102.300 - Grants Receivable** 898,320

**Total 102.100 - Accounts Receivable Other** 73,833

**Total 104.199 - Prepaid Expenses Total** 243,900

**Total Other Current Assets** 1,236,446

**Total Current Assets** 3,841,504

**Fixed Assets**

**Total 111.900 - Fixed Assets** 21,124,454

**Total 111.910 - Accumulated Depreciation** -12,845,023

**Total 115.900 - Construction in Progress** 39,489

**Total 121.900 - Intangible Total** 15,000

**Total 121.910 - Accum Amortization Total** -15,000

**Total Fixed Assets** 8,318,919

**Other Assets**

**Total 131.900 - Deferred Outflows of Resource** 773,800

**Total Other Assets** 773,800

**TOTAL ASSETS** 12,934,222

**Mendocino Transit Authority**  
**Statement of Net Position**  
As of November 30, 2021

**LIABILITIES & EQUITY**

**Liabilities**

**Current Liabilities**

**Accounts Payable**

Total Accounts Payable 280,823

Total Credit Cards -6,020

**Other Current Liabilities**

Deferred Grant Revenue 820,227

CalPERS Loan Repayments 2,783

205.700 · Uncashed Checks 8,862

**205.900 · Accruals Total**

203.100 · Federal Payroll Tax Payable 23,061

203.110 · Medicare Payroll Tax Payable 6,656

203.120 · State Income Tax Payable 7,710

203.130 · State Disability Payable 2,964

203.140 · Misc Deductions 379

205.200 · Accrued Payroll 6,082

205.300 · Accrued Retirement 14,052

205.400 · Accrued Deferred Comp 9,357

205.500 · Accrued Vacation 143,470

205.600 · Accrued Sick Leave 76,384

**Total 205.900 · Accruals Total 290,114**

**Total Other Current Liabilities 1,121,987**

**Total Current Liabilities 1,396,790**

**Long Term Liabilities**

**231.900 · Prov-Restricted Funds**

231.100 · Provision for Liability 29,505

231.200 · Provision for Vehicle Damage 10,103

231.300 · Provision for Unemployment 104,367

231.400 · Provision for Cafeteria Plan 17,842

231.500 · Provision for Worker's Comp 199

**Total 231.900 · Prov-Restricted Funds 162,016**

235.300 · Deferred Inflows of Resource 140,738

**235.910 · Pension Liabilities**

**Total 235.910 · Pension Liabilities 2,108,446**

**Total Long Term Liabilities 2,411,200**

**Total Liabilities 3,807,990**

**Equity**

Total 399.900 · Equity 9,276,042

Net Income -149,809

**Total Equity 9,126,233**

**TOTAL LIABILITIES & EQUITY 12,934,222**

**Mendocino Transit Authority**  
**Statement of Revenues, Expenses**  
July 2021-November 2021

| Ordinary Income/Expense                                 | TOTAL            |                  |              |
|---|------------------|------------------|--------------|
|   | Jul '21 - Nov 21 | Budget           | % of Budget  |
| <b>Income</b>   |                  |                  |              |
| 411.000 - OPERATING REVENUE.                            |                  |                  |              |
| 401.100 - Fares-Passengers                              | 62,362           | 460,000          | 13.6%        |
| 413.000 - Redwood Coast Regional Center                 | 46,419           | 65,000           | 71.4%        |
| 409.200 - Sonoma County Contract                        | 73,833           | 177,200          | 41.7%        |
| <b>Total 411.000 - OPERATING REVENUE.</b>               | <b>182,614</b>   | <b>702,200</b>   | <b>26.0%</b> |
| 420.000 - REVENUES FROM OTHER SOURCES                   |                  |                  |              |
| 413.113 - 5311 CARES Assistance                         | 0                | 650,000          | 0.0%         |
| 406.100 - Advertising Contract                          | 47,782           | 100,000          | 47.8%        |
| <b>Total 407.100 - Maintenance Revenue</b>              | <b>10,099</b>    | <b>49,500</b>    | <b>20.4%</b> |
| 407.400 - Investment(Interest) Income                   | 2,006            | 7,500            | 26.7%        |
| 407.500 - Other - Fuel Rebates, Etc.                    | 8,862            | 4,000            | 221.5%       |
| 409.100 - Local Transportation Fund (LTF)               | 1,430,955        | 3,434,291        | 41.7%        |
| 409.110 - State Transit Assistance (STA)                | 273,010          | 455,221          | 60.0%        |
| 413.101 - 5311 Operating Assistance                     | 221,550          | 552,134          | 40.1%        |
| 413.110 - 5311(f) Operating Assistance                  | 0                | 300,000          | 0.0%         |
| 411.100 - LCTOP Cap & Trade - Operating                 | 0                | 90,000           | 0.0%         |
| 426.000 - Ag Van Leases                                 | 26,836           | 45,000           | 59.6%        |
| 409.101 - MCOG - SGR/Caltrans SB1                       | 119,396          | 0                | 0.0%         |
| <b>Total 420.000 - REVENUES FROM OTHER SOURCES</b>      | <b>2,140,495</b> | <b>5,687,646</b> | <b>37.6%</b> |
| <b>Total Income</b>                                     | <b>2,323,109</b> | <b>6,389,846</b> | <b>36.4%</b> |
| <b>Expense</b>  |                  |                  |              |
| <b>Total 501.100 - WAGES</b>                            | <b>1,175,531</b> | <b>2,934,832</b> | <b>40.1%</b> |
| <b>Total 510.000 - BENEFITS</b>                         | <b>375,725</b>   | <b>1,456,831</b> | <b>25.8%</b> |
| 520.000 - SERVICE/USER FEES                             |                  |                  |              |
| 521.000 - Vehicle Technical Services                    | -603             | 8,500            | -7.1%        |
| 521.250 - Towing  | 0                | 3,200            | 0.0%         |
| 521.500 - Property Maintenance Services                 | 75               | 2,750            | 2.7%         |
| 521.700 - Contract IT Services                          | 7,500            | 30,000           | 25.0%        |
| 503.202 - Legal Counsel                                 | 2,601            | 25,000           | 10.4%        |
| 508.100 - Purch. Trans (Willits DAR)                    | 536              | 2,400            | 22.3%        |
| 523.000 - Marketing                                     | 5,829            | 8,000            | 72.9%        |
| 509.300 - Advertising, Legal Notices                    | 20,457           | 18,000           | 113.6%       |
| 524.000 - Software Maintenance Fees                     | 27,880           | 45,000           | 62.0%        |
| 524.200 - Drug & Alcohol Services                       | 2,322            | 6,000            | 38.7%        |
| 525.000 - Facility Security System                      | 524              | 1,500            | 34.9%        |
| 525.500 - Accident / Incident Payables                  | -400             | 15,000           | -2.7%        |
| 503.200 - Professional & Technical Svcs                 | 28,342           | 134,380          | 21.1%        |
| <b>Total 520.000 - SERVICE/USER FEES</b>                | <b>95,064</b>    | <b>299,730</b>   | <b>31.7%</b> |
| 530.000 - MATERIALS & SUPPLIES                          |                  |                  |              |
| 504.110 - Fuel  | 135,140          | 400,000          | 33.8%        |
| 504.120 - Tires   | 2,589            | 35,000           | 7.4%         |
| 504.115 - Lubrication                                   | 6,152            | 25,000           | 24.6%        |
| 532.500 - Tools   | 487              | 1,500            | 32.5%        |
| <b>Total 504.100 - Vehicle Maint &amp; Repair Parts</b> | <b>29,912</b>    | <b>50,000</b>    | <b>59.8%</b> |
| <b>Total 504.200 - Expensed Parts</b>                   | <b>926</b>       | <b>2,500</b>     | <b>37.0%</b> |
| 504.610 - Shop Supplies                                 | 4,419            | 20,000           | 22.1%        |
| 504.620 - Facilities,Maint & Repair Parts               | 13,091           | 35,000           | 37.4%        |
| 504.400 - Office Supplies                               | 10,534           | 25,000           | 42.1%        |
| 509.200 - Printing (Schedules,brochures)                | 3,357            | 7,000            | 48.0%        |
| 536.700 - Computer Programs & Supplies                  | 2,804            | 4,500            | 62.3%        |
| 537.000 - Safety & Emergency Supplies                   | 2,140            | 1,500            | 142.7%       |



**Mendocino Transit Authority**  
**Statement of Revenues, Expenses**  
July 2021-November 2021

|   | TOTAL            |                  |               |
|---|------------------|------------------|---------------|
|   | Jul '21 - Nov 21 | Budget           | % of Budget   |
| 537.500 · Other Materials & Supplies                    | 3,998            | 14,000           | 28.6%         |
| <b>Total 530.000 · MATERIALS &amp; SUPPLIES</b>         | <b>215,549</b>   | <b>621,000</b>   | <b>34.7%</b>  |
| <b>540.000 · UTILITIES.</b>                             |                  |                  |               |
| 541.000 · MTA Base -Water, Sewer & Waste                | 3,647            | 15,000           | 24.3%         |
| 541.250 · FB-Water,Sewer, Waste & Propane               | 1,370            | 6,000            | 22.8%         |
| 541.500 · Willits-Water, Sewer & Waste                  | 1,260            | 3,000            | 42.0%         |
| 542.000 · PG&E-Ukiah, Fort Bragg,Willits                | 1,801            | 7,600            | 23.7%         |
| 543.000 · TPX- Ukiah Phones / Internet                  | 13,485           | 42,000           | 32.1%         |
| 543.250 · Comcast-Fort Bragg Phones/Inter               | 330              | 1,100            | 30.0%         |
| 544.000 · Verizon-Admin / OPS Cellular                  | 8,763            | 12,000           | 73.0%         |
| <b>Total 540.000 · UTILITIES.</b>                       | <b>30,655</b>    | <b>86,700</b>    | <b>35.4%</b>  |
| <b>Total 560.000 · VEHICLE,CASUALTY &amp; LIABILITY</b> | <b>114,049</b>   | <b>360,000</b>   | <b>31.7%</b>  |
| <b>570.000 · TAXES</b>                                  |                  |                  |               |
| 571.000 · Taxes-State Bd of Equalization                | 252              | 600              | 42.0%         |
| 572.000 · Vehicle Licensing & Reg Fees                  | 83               | 1,700            | 4.9%          |
| <b>Total 570.000 · TAXES</b>                            | <b>335</b>       | <b>2,300</b>     | <b>14.6%</b>  |
| <b>580.000 · MISCELLANEOUS</b>                          |                  |                  |               |
| 504.510 · Dues & Subscriptions                          | 2,711            | 16,000           | 16.9%         |
| 502.700 · Travel  | 10,704           | 30,000           | 35.7%         |
| 582.250 · Board Expenses                                | 0                | 500              | 0.0%          |
| 583.000 · Safety Program                                | 0                | 1,000            | 0.0%          |
| 509.800 · Training                                      | 3,050            | 4,500            | 67.8%         |
| 584.500 · CDL & DOT Physical Expenses                   | 1,379            | 3,500            | 39.4%         |
| <b>Total 580.000 · MISCELLANEOUS</b>                    | <b>17,843</b>    | <b>55,500</b>    | <b>32.2%</b>  |
| <b>590.000 · LEASES &amp; RENTALS</b>                   |                  |                  |               |
| 591.000 · Leases & Rentals                              | 2,808            | 2,400            | 117.0%        |
| <b>Total 590.000 · LEASES &amp; RENTALS</b>             | <b>2,808</b>     | <b>2,400</b>     | <b>117.0%</b> |
| <b>Total Expense</b>                                    | <b>2,027,559</b> | <b>5,819,293</b> | <b>34.8%</b>  |
| <br><b>Net Income Before Depreciation</b>               | <br>295,550      | <br>570,553      | <br>51.8%     |
| <br>Depreciation Expense                                | <br>445,359      |                  |               |
| <br><b>Net Income After Depreciation</b>                | <br>-149,809     |                  |               |



**Meeting Date: January 26, 2022**

**Agenda Item: C.5**

## **AGENDA SUMMARY REPORT**

### **SUBJECT:**

Discussion and Possible Adoption of Resolution No. 2022-02 Authorizing Remote Teleconference Meetings of the Board of Directors of Mendocino Transit Authority for the period of January 26, 2022, through February 26, 2022 Pursuant to Brown Act Provisions.

### **SUMMARY:**

The purpose of this item is to decide if Mendocino Transit Authority Board of Directors will continue virtual meetings or return to pre pandemic in-person meetings. In accordance with AB 361 the MTA Board must consider adoption of subsequent resolutions every 30 days to continue conducting virtual meetings during a declared State of Emergency in California.

The MTA Board of Directors has adopted the following Resolutions related to AB 361:

- Resolution 2021-18 on September 30, 2021, which authorized virtual Board meetings through October 30, 2021.
- Resolution 2021-19 on October 27, 2021 which authorized virtual Board meetings through November 27, 2021.
- Resolution 2021-21 on November 18, 2021 which authorized virtual Board meetings through December 18, 2021.
- Resolution 2021-22 on December 8, 2021 which authorized virtual Board meetings through January 8, 2022.
- Resolution 2022-01 on January 6, 2022 which authorized virtual Board meetings through February 5, 2022.

If the Board declines approval of the attached resolution, staff will begin preparations for an in-person meeting on February 23, 2022.

### **STAFF RECOMMENDATION:**

1. Adopt Resolution 2022-02 Authorizing virtual Board Meetings for the period of January 26, 2022 through February 26, 2022.

### **ATTACHMENTS**

**Resolution 2022-02** Authorizing Remote Teleconference Meetings of the Board of Directors of Mendocino Transit Authority for the period of January 26, 2022 through February 26, 2022, Pursuant to Brown Act Provisions.



**RESOLUTION NO. 2022-02**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MENDOCINO TRANSIT AUTHORITY PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR NEWSOM ON MARCH 4, 2021, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF DIRECTORS OF MENDOCINO TRANSIT AUTHORITY FOR THE PERIOD JANUARY 26, 2022 THROUGH FEBRUARY 26, 2022 PURSUANT TO BROWN ACT PROVISIONS.**

***WHEREAS***, MENDOCINO TRANSIT AUTHORITY is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

***WHEREAS***, all meetings of Mendocino Transit Authority's Board of Directors are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the Agency's Board conduct their business; and

***WHEREAS***, the Brown Act, Government Code section 54953(e), makes provision for remote teleconferencing participation in meetings by members of the Board of Directors, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

***WHEREAS***, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

***WHEREAS***, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the Agency's boundaries, caused by natural, technological or human-caused disasters; and

***WHEREAS***, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person may present imminent risks to the health and safety of attendees; and

***WHEREAS***, the Board of Directors previously adopted a Resolution, Number 2021-18 on September 29, 2021, finding that the requisite conditions exist for the Board of Directors of Mendocino Transit Authority to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

***WHEREAS***, as a condition of extending the use of the provisions found in section 54953(e), the Board of Directors must reconsider the circumstances of the state of emergency that exists in the MTA Jurisdiction, and the Board of Directors has done so; and

***WHEREAS***, emergency conditions persist in the MTA jurisdiction, specifically, a State of Emergency remains active related to the SARS-Cov-2 pandemic, and

**WHEREAS**, the Board of Directors of Mendocino Transit Authority does hereby find that the SARS-CoV-2 virus continues to impact our community, and, in-persons meetings may create an environment where transmission of SARS-CoV-2 could be spread and has caused, and will continue to cause, conditions of peril to the safety of persons within the Agency that are likely to be beyond the control of services, personnel, equipment, and facilities of the Agency, and desires to proclaim a local emergency and ratify the proclamation of state of emergency by the Governor of the State of California; and

**WHEREAS**, as a consequence of the local emergency persisting, the Board of Directors does hereby find that the Board of Directors of Mendocino Transit Authority shall continue to conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall continue to comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

**WHEREAS**, Mendocino Transit Authority Board of Directors will continue to post an Agenda online, in accordance with Brown Act requirements, make the meetings available and accessible online, and allow for public participation in the meetings of the Board of Directors.

***NOW, THEREFORE, THE BOARD OF DIRECTORS OF MENDOCINO TRANSIT AUTHORITY DOES HEREBY RESOLVE AS FOLLOWS:***

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Affirmation that Local Emergency Persists. The Board of Directors hereby considers the conditions of the state of emergency in the MTA jurisdiction and proclaims that a local emergency persists, and meeting in-person would create an imminent risk.

Section 3. Re-ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2021.

Section 4. Remote Teleconference Meetings. The MTA Executive Director and staff and Board of Directors of Mendocino Transit Authority are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, continuing to conduct open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) February 6, 2021, or such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the Board of Directors of Mendocino Transit Authority may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

**PASSED AND ADOPTED** by the Board of Directors of Mendocino Transit Authority this 26th day of January, 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Attest:

---

MTA Board Chair, Saprina Rodriguez

DRAFT

## 2021-2022 UNMET NEEDS REQUESTS

| Date      | City       | Requestor            | Service Requested  |
|-----------|------------|----------------------|--|
| 7/28/2021 | Ukiah      | Executive Director   | Transit Center   |
| 8/25/2021 | Ukiah      | Director Richard     | Resume services linking inland to the coast - Ukiah to North Coast in the morning and back again in the afternoon. |
| 8/25/2021 | Fort Bragg | Director Tarbell     | Resume pre-pandemic service to coastal communities   |
| 12/8/2021 | Fort Bragg | Director Albin-Smith | Requested weekend service in Fort Bragg on a regular basis   |
|           |            |                      |  |
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|           |            |                      |  |

## 2020-2021 UNMET NEEDS REQUESTS

| Date       | City              | Requestor                | Service Requested   |
|------------|-------------------|--------------------------|---|
| 7/29/2020  |                   | Director Richard         | Round Trip service from Ukiah to South Coast and round trip service from Ukiah to Fort Bragg/Mendocino  |
| 1/27/2021  | Point Arena       | Director Dahlhoff        | Addition of local South Coast service Gualala to Manchester   |
| 1/28/2021  | Potter Valley     | Community Member         | Addition of transit service to Potter Valley  |
| 1/28/2021  | Mendocino County  | MTA/MCOG Identified Need | Micro transit services for the communities of Brooktrails, Potter Valley, Hopland, Covelo and Laytonville   |
| 2/24/2021  | MTA Board Meeting | Director Tarbell         | Service to the towns both inland and coastal communities with possible one day per week service roundtrip (Covelo, Leggett, Westport, Comptche, etc.) |
| 2/24/2021  | MTA Board Meeting | Director Tarbell         | The Woods retirement community  |
| 3/31/2021  | MTA Board Meeting | Director Tarbell         | Resumption of Route #60   |
| 05/12/2021 | MTA Board Meeting | Chair Rodriguez          | Service to Covelo and Laytonville.  |
|            |                   |                          |   |
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