



**Board of Directors
Regular Meeting Agenda**

Wednesday, May 25, 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.

Teleconference

**Zoom videoconference link provided to Board members and by request.
Please submit access request to sara@mendocinotransit.org or call MTA
Administration at (707) 462-1422.**

Topic: MTA Board Meeting

Time: May 25, 2022 01:30 PM Pacific Time (US and Canada)

Audio Call-in Option: +1 669 900 6833 (in CA)

Meeting ID: 824 0011 7064 Passcode: 869137

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 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-meetings/> 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 April 27, 2022 Regular Board Meeting
2. Acceptance of Service Performance Report
3. Acceptance of Financial Reports – July through March 2022
4. Adoption of Resolution No. 2022-15 Authorizing Remote Teleconference Meetings of the Board of Directors of Mendocino Transit Authority for the period of May 25, 2022, through June 25, 2022, Pursuant to Brown Act Provisions.

D. ACTION & DISCUSSION

1. Unmet Needs: Solicit Public Input
2. Discussion and Possible Approval of Draft Operations Budget for Fiscal Year 2022-2023
3. Discussion and Possible Approval of Draft Capital Budget for Fiscal Year 2022-2023.
4. Discussion and Possible Direction to Staff to Modify MTA's Existing Regular Board Meeting Schedule

E. CLOSED SESSION

1. Conference with Labor Negotiators Pursuant to Government Code §54957.6(a)
Agency Designated Representatives: Executive Director Jacob King
Employee Organization: Teamsters Union Local 665

F. ANNOUNCEMENT OUT OF CLOSED SESSION

G. DIRECTOR AND MANAGEMENT REPORTS

1. Matters from Management
2. Matters from Directors

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 to participate in the meeting should contact Sara Marquez at Mendocino Transit Authority by calling (707) 234-6458 or by email at sara@mendocinotransit.org at least 72 hours prior to the meeting.



Board of Directors Regular Meeting Minutes

Wednesday, April 27, 2022

1:30 p.m.

MTA Directors in Attendance

Jim Tarbell
Bruce Richard
Eric Dahlhoff
Maureen Mulheren
Josefina Dueñas
Saprina Rodriguez

MTA Directors Absent

Tess Albin-Smith

Staff in Attendance

Jacob King, Executive Director
Mark Harvey, CFO
Dawn White, Mobility Manager
Bob Butler, Maintenance Manager
Luis Martinez, Interim Operations Manager
Rebekkah Mendez HR Assistant
Sara Marquez, Assistant Clerk of the Board

Staff Absent

Heather Lindsteadt, HR Director

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 1:32 p.m.

B. PUBLIC COMMENT

No public comments.

C. CONSENT CALENDAR

1. Approval of Minutes of March 30, 2022 Regular Board Meeting
2. Acceptance of Service Performance Report
3. Acceptance of Financial Reports – July through February 2022
4. Adoption of Resolution No. 2022-13 Authorizing Remote Teleconference Meetings of the Board of Directors of Mendocino Transit Authority for the period of April 27, 2022, through May 25, 2022, Pursuant to Brown Act Provisions.

Director Richard requested to pull out Item C.1 due to in the last meeting he made the motion to approved action to be review by council. (Item D.3 in the last meeting) Director Richard requested a correction in the language of the March 27, meeting minutes to reflect “pending legal review of the PG&E contract”

Upon Motion by Director **Richard** seconded by Director **Dahlhoff** the Board approved the PG&E and Mendocino Transit Authority’s Ten-Year Agreement for PG&E’s EV Fleet Program pending legal review by counsel by roll call vote. **AYES:** Tarbell, Richard, Dahlhoff, Mulheren, Dueñas, and Chairwoman Rodriguez **NOES:**0 **ABSTAIN:**0 **ABSENT:** Albin-Smith

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

Directors would like to discuss hybrid and every other month’s meetings and to be put on the June agenda.

D. ACTION & DISCUSSION

1. Unmet Needs: Solicit Public Input
2. Discussion and Possible Approval of Draft Operations Budget for Fiscal Year 2022-2023.

Upon Motion by Director **Richard** seconded by Director **Dahlhoff** the Board direct staff to continue modification on the operating budget by roll call vote. **AYES:** Tarbell, Richard, Dahlhoff, Mulheren, Dueñas, and Chairwoman Rodriguez **NOES:**0 **ABSTAIN:**0 **ABSENT:** Albin-Smith

3. Discussion and Possible Approval of Resolution 2022-14 for Validator Contactless Payment Between Cal-ITP and Mendocino Transit Authority. Presentation by Zachary Karson.

Zachary Karson from CAL-ITP presented to the Board the Validator Contactless Payment between CAL-ITP and Mendocino Transit Authority. Validator Contactless Payment is program which will provide transit customers in Northern California a new option for paying their fares through a contactless fare collection system.

This will be launching as soon as the testing and demonstrations is done.

Upon Motion by Director **Tarbell** seconded by Director **Dahlhoff** Direct staff to proceed with the procurement of the Payment Acceptance Devices and Transit Processor Services to implement the contactless fare collection system the by roll call vote. **AYES:** Tarbell, Richard, Dahlhoff, Mulheren, Dueñas, and Chairwoman Rodriguez **NOES:**0 **ABSTAIN:**0 **ABSENT:** Albin-Smith

4. MTA will be participating in the 2022 Far North Transit Symposium

Presentation by Executive Director King, inviting board members to the 2022 Far North Transit Symposium that highlights the Zero emission buses and contactless fare payment systems.

E. DIRECTOR AND MANAGEMENT REPORTS

1. Matters from Management

Bob Butler, Maintenance Manager, reported that MTA had its environmental inspection and passed. He also Gave a report on the two new electric buses in Willits and the challenges he's experienced with the brand-new technology. He also reported that legal has reviewed the contract with PG&E and discussed the changes suggested by the attorney.

Luis Martinez Interim Operations Manager reported that the new bus stop for Route 60 at the Woods is now active and on the schedule. He also reported that Route 9 in Ukiah will be restored to pre pandemic service levels in the coming weeks. And the special event the Fringe Festival went smoothly.

Mark Harvey CFO reported that he will continue working with Executive Director Jacob King on the operating and capital budget for the May Board meeting.

Dawn White, Mobility Manager, reported that she will provide travel training to the Woods residents in the coming weeks.

Rebekkah Mendez HR Assistant reported that recruiting continues, and that there has been a decline in applications of late, Executive director King has brought back information on recruiting transit vehicle operators from the conference.

Jacob King Executive Director, reported on the conference that he attended and that the trend in transit is offering hiring bonuses to draw in potential hires.


2. Matters from Directors


Director Richard, requested maintenance manager Bob to send MTA's attorney's response about the PG&E contract.


F. ADJOURN

Anticipated adjournment is 3:00 p.m.

DRAFT

 FY 21-22 AVERAGE DAILY RIDERS BY ROUTE-Weekday													
	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	2021-22 YTD
01 - Willits Local	30.90	29.50	25.24	24.95	25.58	19.96	21.50	25.74	23.74	21.24			248.35
05 - BraggAbout	26.90	23.91	22.76	21.67	23.45	21.00	18.20	21.68	23.91	19.00			222.48
07 - Jitney	0.00	0.00	0.00	0.00	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	144.10	149.47	161.35	153.29			1464.56
20 - Willits - Ukiah	50.00	52.05	68.67	71.76	66.53	51.30	62.00	75.42	72.83	61.52			632.08
60 - Coaster	50.38	13.41	18.33	17.67	25.53	17.39	25.40	20.32	18.39	16.29			223.11
65 - Fort Bragg to Santa Rosa	45.59	57.73	55.77	43.38	44.33	50.65	49.57	50.60	52.39	20.10			470.11
75 - M-F Gualala to Ukiah	13.38	20.95	26.62	23.29	21.26	19.26	17.45	16.26	20.91	22.43			201.81
95 - Pt. Arena to Santa Rosa	8.73	8.27	8.55	8.95	9.33	8.35	7.19	8.55	7.17	6.95			82.04
Monthly Totals	372.31	338.63	375.28	364.96	367.53	310.87	345.41	368.04	380.69	320.81	0.00	0.00	3544.53

 FY 21-22 AVERAGE DAILY RIDERS BY ROUTE-Saturdays													
	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	2021-22 YTD
09 - Ukiah Local	66.00	73.25	78.25	79.75	75.75	68.00	57.00	65.00	68.25	59.20			690.45
65 - Fort Bragg to Santa Rosa	45.80	46.00	39.75	44.40	51.5	63.00	35.40	50.50	38.75	16.20			431.30
74 - Saturday Gualala-Ukiah	15.40	10.75	9.00	10.40	8.25	9.33	6.25	7.75	7.00	10.80			94.93
95 - Pt. Arena to Santa Rosa	4.80	3.50	8.50	3.00	4.50	5.33	4.20	6.50	4.50	8.40			53.23
Monthly Totals	132.00	133.50	135.50	137.55	140.00	145.66	102.85	129.75	118.50	94.60	0.00	0.00	1269.91

 FY 21-22 AVERAGE DAILY RIDERS BY ROUTE-Sundays													
	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	2021-22 YTD
95 - Pt. Arena to Santa Rosa	3.25	3.40	3.50	3.50	4.75	4.33	4.20	3.75	4.75	5.75			41.18
Monthly Totals	3.25	3.40	3.50	3.50	4.75	4.33	4.20	3.75	4.75	5.75	0.00	0.00	41.18



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	400	452	507	446	0	0	4850	3418	1,432	42%
03 - Ukiah - DAR	1068	971	976	961	890	1013	663	642	982	1138	0	0	9304	6768	2,536	37%
04 - Fort Bragg - DAR	580	572	574	574	548	593	502	564	594	542	0	0	5643	4794	849	18%
05 - BraggAbout	498	484	461	390	409	378	308	391	513	399	0	0	4231	4777	(546)	-11%
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	2880	2920	3646	3515	0	0	31488	23383	8,105	35%
20 - Willits - Ukiah	966	1085	1336	1382	1189	1089	1149	1350	1590	1292	0	0	12428	6597	5,831	88%
60 - Coaster	235	251	293	295	266	256	248	234	350	342	0	0	2770	2141	629	29%
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	406	380	473	503	0	0	4500	0	4,500	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	25	31	28	54	0	0	406	275	131	48%
75 - M-F Gualala to Ukiah	259	411	522	448	374	406	328	291	447	471	0	0	3957	2257	1,700	75%
95 - Pt. Arena to Santa Rosa	200	183	192	179	204	192	172	191	177	211	0	0	1901	676	1,225	181%
97 - Redwood Coast Regional	86	113	204	180	180	183	74	104	201	201	0	0	1526	0	1,526	0%
Monthly Totals	8209	8182	8731	8650	8041	7864	7155	7550	9508	9114	0	0	83004	55086	27,918	51%



Meeting Date: May 25th, 2022

Agenda Item: # C.3

AGENDA SUMMARY REPORT

SUBJECT:

Preliminary Unaudited Financial Statements July 2021 – March 2022

SUMMARY:

Preliminary Unaudited Financial Reports for the Months of July 2021 through March 2022 from MTA's QuickBooks accounting system including the Statement of Net Position and Statement of Revenues and Expenses.

Revenue of \$4,272,617 is 66.9% of budgeted revenue of \$6,389,846 for the year, with 75.0% of year elapsed.

Expenses of \$3,836,197 are 65.9% of budgeted expenses of \$5,819,293 for the year, with 75.0% of year elapsed.

STAFF RECOMMENDATION:

Accept Unaudited Financial Statements for July 2021 through March 2022.

ATTACHMENTS:

Statement of Net Position as of March 31st, 2022
Statement of Revenues and Expenses July 2021 – March 2022

Mendocino Transit Authority
Statement of Net Position
As of March 31st, 2022

ASSETS

Current Assets

Checking/Savings

101.900 · Cash

101.100 · Cash-Operating

Operating Cash 757,354

LCTOP Operating 164,787

Senior Operating 62,008

Payroll & Benefits Operating 426,474

Total 101.100 · Cash-Operating Total 1,410,623

101.200 · Cash-Capital

101.202 · Capital Wkg-MUNIS #4100 542,681

101.203 · Cap CALOES -MUNIS #4140 2,363

101.204 · Capital PTMISEA-MUNIS #4230 271,553

101.227 · Cap LCTOP-Umpqua #2776 64,720

Total 101.200 · Cash-Capital 881,316

Total 101.900 · Cash 2,291,939

Total 102.000 · Accounts Receivable 733,970

Other Current Assets

Total 102.300 · Grants Receivable 543,788

Total 102.100 · Accounts Receivable Other 132,903

Total 103.990 - Inventory 20,393

Total 104.199 · Prepaid Expenses Total 64,267

Total 104.200 - Undeposited Funds 12,514

Total Other Current Assets 773,864

Total Current Assets 3,799,773

Fixed Assets

Total 111.900 · Fixed Assets 21,731,148

Total 111.910 · Accumulated Depreciation -13,238,154

Total 115.900 · Construction in Progress 49,293

Total 121.900 · Intangible Total 15,000

Total 121.910 · Accum Amortization Total -15,000

Total Fixed Assets 8,542,286

Other Assets

Total 131.900 · Deferred Outflows of Resource 773,800

Total Other Assets 773,800

TOTAL ASSETS 13,115,860

Mendocino Transit Authority
Statement of Net Position
As of March 31st, 2022

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

Total Accounts Payable 738,584

Total Credit Cards 14,554

Other Current Liabilities

Deferred Grant Revenue 820,227

CalPERS Loan Repayments 0

205.700 · Uncashed Checks 8,862

205.900 · Accruals Total

203.140 · Misc Deductions 214

203.150 · Garnishments Payable 605

205.200 · Accrued Payroll 92,335

205.300 · Accrued Retirement 227

205.400 · Accrued Deferred Comp 0

205.500 · Accrued Vacation 143,376

205.600 · Accrued Sick Leave 77,876

Total 205.900 · Accruals Total 314,633

Total Other Current Liabilities 1,143,722

Total Current Liabilities 1,896,861

Long Term Liabilities

231.900 · Prov-Restricted Funds

231.100 · Provision for Liability 19,342

231.200 · Provision for Vehicle Damage 10,103

231.300 · Provision for Unemployment 114,603

231.400 · Provision for Cafeteria Plan 11,939

231.500 · Provision for Worker's Comp 199

Total 231.900 · Prov-Restricted Funds 156,186

235.300 · Deferred Inflows of Resource 140,738

235.910 · Pension Liabilities 2,050,328

Total Long Term Liabilities 2,347,252

Total Liabilities 4,244,113

Equity

Total 399.900 · Equity 9,273,818

Net Income -402,070

Total Equity 8,871,748

TOTAL LIABILITIES & EQUITY 13,115,860

Mendocino Transit Authority
Statement of Revenues, Expenses
July 2021-March 2022

May 25th, 2022
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	TOTAL		
	Jul '21 - Mar '22	Budget	% of Budget
Ordinary Income/Expense			
Income			
411.000 · OPERATING REVENUE.			
401.100 · Fares-Passengers	149,333	460,000	32.5%
413.000 · Redwood Coast Regional Center	50,730	65,000	78.0%
409.200 · Sonoma County Contract	132,903	177,200	75.0%
Total 411.000 · OPERATING REVENUE.	332,966	702,200	47.4%
420.000 · REVENUES FROM OTHER SOURCES			
413.113 · 5311 CARES Assistance	0	650,000	0.0%
406.100 · Advertising Contract	100,769	100,000	100.8%
Total 407.100 · Maintenance Revenue	17,028	49,500	34.4%
407.400 · Investment(Interest) Income	4,072	7,500	54.3%
407.500 · Other - Fuel Rebates, Etc.	9,063	4,000	226.6%
409.100 · Local Transportation Fund (LTF)	2,575,719	3,434,291	75.0%
409.110 · State Transit Assistance (STA)	491,414	455,221	108.0%
422.000 · 5310 Operating Assistance	36,459	0	n/a
413.101 · 5311 Operating Assistance	398,790	552,134	72.2%
413.110 · 5311(f) Operating Assistance	160,104	300,000	53.4%
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	n/a
Total 420.000 · REVENUES FROM OTHER SOURCES	3,939,651	5,687,646	69.3%
Total Income	4,272,617	6,389,846	66.9%
Expense			
Total 501.100 · WAGES	2,131,160	2,934,832	72.6%
Total 510.000 · BENEFITS	720,755	1,456,831	49.5%
520.000 · SERVICE/USER FEES			
521.000 · Vehicle Technical Services	216	8,500	2.5%
521.250 · Towing	917	3,200	28.7%
521.500 · Property Maintenance Services	2,236	2,750	81.3%
521.700 · Contract IT Services	15,500	30,000	51.7%
503.202 · Legal Counsel	4,608	25,000	18.4%
508.100 · Purch. Trans (Willits DAR)	1,607	2,400	66.9%
523.000 · Marketing	12,552	8,000	156.9%
509.300 · Advertising, Legal Notices	33,218	18,000	184.5%
524.000 · Software Maintenance Fees	33,669	45,000	74.8%
524.200 · Drug & Alcohol Services	5,729	6,000	95.5%
525.000 · Facility Security System	943	1,500	62.9%
525.500 · Accident / Incident Payables	2,861	15,000	19.1%
503.200 · Professional & Technical Svcs	66,977	134,380	49.8%
Total 520.000 · SERVICE/USER FEES	181,033	299,730	60.4%
530.000 · MATERIALS & SUPPLIES			
504.110 · Fuel	273,020	400,000	68.3%
504.120 · Tires	31,036	35,000	88.7%
504.115 · Lubrication	8,112	25,000	32.4%
532.500 · Tools	809	1,500	53.9%
Total 504.100 · Vehicle Maint & Repair Parts	8,494	50,000	17.0%
Total 504.200 · Expensed Parts	2,855	2,500	114.2%
504.610 · Shop Supplies	2,473	20,000	12.4%
504.620 · Facilities,Maint & Repair Parts	29,320	35,000	83.8%
504.400 · Office Supplies	21,554	25,000	86.2%
509.200 · Printing (Schedules,brochures)	4,309	7,000	61.6%
536.700 · Computer Programs & Supplies	12,148	4,500	269.9%

Mendocino Transit Authority
Statement of Revenues, Expenses
July 2021-March 2022

May 25th, 2022
May 25, 2022
Agenda Item #C.3

	TOTAL		
	Jul '21 - Mar '22	Budget	% of Budget
537.000 · Safety & Emergency Supplies	4,929	1,500	328.6%
537.500 · Other Materials & Supplies	8,429	14,000	60.2%
Total 530.000 · MATERIALS & SUPPLIES	407,488	621,000	65.6%
540.000 · UTILITIES.			
541.000 · MTA Base -Water, Sewer & Waste	7,000	15,000	46.7%
541.250 · FB-Water,Sewer, Waste & Propane	4,573	6,000	76.2%
541.500 · Willits-Water, Sewer & Waste	1,565	3,000	52.2%
542.000 · PG&E-Ukiah, Fort Bragg,Willits	10,932	7,600	143.8%
543.000 · TPX- Ukiah Phones / Internet	37,876	42,000	90.2%
543.250 · Comcast-Fort Bragg Phones/Inter	1,011	1,100	91.9%
544.000 · Verizon-Admin / OPS Cellular	15,328	12,000	127.7%
Total 540.000 · UTILITIES.	78,285	86,700	90.3%
Total 560.000 · VEHICLE,CASUALTY & LIABILITY	264,389	360,000	73.4%
570.000 · TAXES			
571.000 · Taxes-State Bd of Equalization	352	600	58.7%
572.000 · Vehicle Licensing & Reg Fees	421	1,700	24.7%
Total 570.000 · TAXES	773	2,300	33.6%
580.000 · MISCELLANEOUS			
504.510 · Dues & Subscriptions	9,829	16,000	61.4%
502.700 · Travel	25,185	30,000	83.9%
582.250 · Board Expenses	0	500	0.0%
583.000 · Safety Program	10	1,000	1.0%
509.800 · Training	6,710	4,500	149.1%
584.500 · CDL & DOT Physical Expenses	4,722	3,500	134.9%
Total 580.000 · MISCELLANEOUS	46,455	55,500	83.7%
590.000 · LEASES & RENTALS			
591.000 · Leases & Rentals	5,858	2,400	244.1%
Total 590.000 · LEASES & RENTALS	5,858	2,400	244.1%
Total Expense	3,836,197	5,819,293	65.9%
 Net Income Before Depreciation	 436,420	 570,553	 76.5%
 Depreciation Expense	 838,490		
 Net Income After Depreciation	 -402,070		



Meeting Date: May 25, 2022

Agenda Item: C.4

AGENDA SUMMARY REPORT

SUBJECT:

Discussion and Possible Adoption of Resolution No. 2022-15 Authorizing Remote Teleconference Meetings of the Board of Directors of Mendocino Transit Authority for the period of May 25, 2022, through June 25, 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 meeting through January 8, 2022.
- Resolution 2022-01 on January 6, 2022 which authorized virtual Board meeting through February 5, 2022
- Resolution 2022-02 on January 26, 2022 which authorized virtual Board meeting through February 26, 2022
- Resolution 2022-03 on February 23, 2022 which authorized virtual Board meeting through March 23, 2022
- Resolution 2022-06 on March 25, 2022 which authorized virtual Board meeting through March 30, 2022
- Resolution 2022-07 on March 30, 2022 which authorized virtual Board meeting through April 27, 2022
- Resolution 2022-13 on April 27, 2022 which authorized virtual Board meeting through May 27, 2022

STAFF RECOMMENDATION:

Adopt Resolution 2022-15 Authorizing virtual Board Meetings for the period of May 27, 2022 through, June 27, 2022

ATTACHMENTS:

Resolution 2022-15 Authorizing Remote Teleconference Meetings of the Board of Directors of Mendocino Transit Authority for the period of May 25, 2022 through June 25, 2022, Pursuant to Brown Act Provisions.



RESOLUTION NO. 2022-15

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 NEWSON ON MARCH 4, 2021, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF DIRECTORS OF MENDOCINO TRANSIT AUTHORITY FOR THE PERIOD MAY 25, 2022 THROUGH JUNE 25, 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) June 25, 2022, 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 25th day of May, 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Attest:

MTA Board Chair, Saprina Rodriguez

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.



Meeting Date: May 25th, 2022

Agenda Item: D.2

AGENDA SUMMARY REPORT

SUBJECT:

Discussion of MTA 2022/2023 2nd Draft Operating Budget

SUMMARY:

The Mendocino Council of Governments (MCOG) releases the Local Transportation Funds (LTF) as provided to them by the Mendocino Auditor's Office. The FY2022/2023 estimate of total LTF funds available to MTA was approximately an increase of 14% of which a 14% increase is provided to the Senior Center Transportation Program.

Here are some assumptions we know:

- ✓ LTF Revenues have increased.
- ✓ STA Revenues have increased and the funds available to MTA have increased from \$512,154 in FY2021-2022 to \$1,167,375 in FY 2022-2023.
- ✓ Fare Revenues are likely to continue to drop and CARES grant will supplement.
- ✓ Advertising Revenue declines.

The budget being presented today is the 2nd Draft. MTA will continue to adjust The FY 2022/23 Operating Budget and requests that approval of the FY22/23 Budget be approved at the June 2022. Meeting.

STAFF RECOMMENDATION:

Direct staff to continue modification of MTA FY2022/23 FINAL Operating Budget as more information becomes available for final adoption and approval at the June Board Meeting.

ATTACHMENTS

MTA 2022/2023 2nd Draft Operating Budget

MENDOCINO TRANSIT AUTHORITY 2022/23
BUDGET W/ LINE ITEM BREAKDOWN

DRAFT OPERATING BUDGET

ACCOUNT	TITLE	FY 2020-2021 FINAL BUDGET	FY2020-2021 ACTUAL AUDITED	FY 2021-2022 FINAL BUDGET	FY 2021-2022 PROJECTED ACTUALS	FY 2022-2023 SECOND DRAFT BUDGET	ADDITIONAL INFORMATION
OPERATING							
50010	LABOR						
501.101	Operators Wages-Fixed Route-Ukiah	436,748		527,213		566,754	
501.101	Operators Wages - Fixed Route - Fort Bragg	226,830		273,814		294,350	
501.101	Operators Wages - South Coast	185,850		224,346		241,172	
501.101	Operators Wages - DAR - Inland	98,000		118,299		127,172	
501.101	Operators Wages - DAR - Fort Bragg	81,480		98,357		105,734	
501.104	Operations-Supervisors/Dispatch	169,200		514,760		553,367	
501.103	Maintenance & Facilities Salaries & Wages	291,075		475,299		510,946	
501.105	Administrative Salaries	589,117		339,483		375,302	
501.105	Administrative Staff	112,174		363,261		390,506	
501.109	Longevity / Bonuses	19,760				6,000	
	TOTAL SALARIES	2,210,234	2,460,741	2,934,832	2,861,001	3,171,303	
BENEFITS							
51000	BENEFITS						
511.000	FICA/Medicare	35,400	32,956	51,360	50,068	55,498	1.75% of Gross Wages
502.410	Pension Plan (CalPERS)	176,820	179,940	234,787	228,880	253,704	Est. 8.0% of Gross Wages
502.450	CalPERS Unfunded Liability	132,705	415,160	174,069	415,000	415,000	Per CalPERS Annual Valuation Reports - 20-21 \$415K
502.440	ICMA Retirement Plan	2,000	1,317				One Employee No Longer on Plan
502.210	Medical Plan	575,000	497,191	660,000	496,517	540,000	Blue Shield & Cash In Lieu
502.220	Dental Plan- FSA - COBRA Admin	24,400	26,253	27,500	21,010	30,000	Adjusted for new employees
502.230	Vision Plan	1,980	823	2,500	1,828	3,000	Adjusted for new employees
513.250	Life Insurance	6,600	5,773	7,500	5,949	7,500	Adjusted for new employees
502.420	457 MTA Match	63,000	64,584	77,000	72,416	90,000	MTA Matches 4.5 % of Employee Contribution
502.300	Worker's Compensation Insurance	175,000	160,750	153,616	89,258	164,339	SDRMA 2022-2023 Invoice
514.500	Unemployment Insurance	130,000	36,592	56,000	28,839	56,000	Estimate - MTA is self insured
502.600	Uniforms & Work Clothing Allowances	6,000	6,114	7,000	10,314	16,000	
516.500	Air Med Services (REACH)	3,000	2,990	3,000	4,193	3,250	Annual Invoice
516.600	Employee Relations	1,200		2,500	987	3,500	Employee Relations - All Staff
	TOTAL BENEFITS	1,333,105	1,430,444	1,456,831	1,425,259	1,637,791	

**MENDOCINO TRANSIT AUTHORITY 2022/23
BUDGET W/ LINE ITEM BREAKDOWN**

DRAFT OPERATING BUDGET

ACCOUNT	TITLE	FY 2020-2021 FINAL BUDGET	FY2020-2021 ACTUAL AUDITED	FY 2021-2022 FINAL BUDGET	FY 2021-2022 PROJECTED ACTUALS	FY 2022-2023 SECOND DRAFT BUDGET	ADDITIONAL INFORMATION
52000	SERVICE/USER FEES						
521.000	Vehicle Technical Services	8,500	1,360	10,000	88	12,500	Outsourcing
521.250	Towing	1,000		7,500	775	1,200	
521.500	Property Maintenance Services	5,500	490	2,750	3,354		
521.700	Contract IT Services	9,750	10,000	30,000	20,250	40,000	Engage IT
503.202	Legal Counsel	16,000	16,005	25,000	6,827	30,000	MTA Legal
508.100	Purchased Transportation	1,970	2,703	2,400	803	2,400	Willits ADA
523.000	Marketing	8,000	27,103	8,000	16,440	12,000	Contracted
509.300	Advertising, Legal Notices	18,000	45,777	18,000	44,491	40,000	Radio & Newspaper Advertising
524.000	Software Maintenance Fees	40,000	50,433	45,000	50,142	60,000	RouteMatch and Cad/AVL-Check on Turley & Fuelmaster
524.200	Drug and Alcohol Services	6,000	4,608	6,000	8,019	8,000	
525.000	Facility Security System	1,500	22,967	1,500	1,258	2,500	Deep Valley Security
525.500	Accident / Incident Payables	15,000	1,643	15,000	2,306	25,000	
503.200	Professional & Technical Services	97,500	60,933	134,380	128,768	150,000	MUNIS, PayChex, GASB68, Accounting, TrackIT, Remix. Indeed, AON
503.100	Outside Labor		1,175		420		
	TOTAL SERVICES / USER FEES	228,720	245,196	305,530	283,941	383,600	

53000	MATERIALS & SUPPLIES CONSUMED						
504.110	Fuel	300,000	224,963	400,000	331,831	650,000	Wholesale prices have increased greatly - \$1+/gal
504.120	Tires	25,000	44,806	35,000	39,431	45,000	
504.115	Lubrication	10,000	11,663	25,000	12,168	32,000	
532.500	Tools	1,500	741	1,500	838	1,875	
504.100	Vehicle Maintenance & Repair Parts	35,000	26,426	50,000	56,553	62,500	
504.200	Expense Parts	2,100	23,556	2,500	4,349	3,125	
504.610	Shop Supplies	1,200	1,809	20,000	3,447	25,000	Consumables
534.000	Vehicle Accessories		694				
504.620	Facilities Maintenance & Repair Parts	20,000	18,871	35,000	42,570	43,750	Aramark, Home Depot, Friedmans
504.400	Office Supplies	25,000	18,748	25,000	27,083	30,000	Xerox
536.700	Computer Programs & Supplies	5,500	7,716	4,500	17,102	15,000	Adobe, Logmein, Info-Tech, Zoom
509.200	Printing	7,000	4,730	7,000	5,869	12,000	Schedules, brochures
537.000	Safety & Emergency Supplies	500	15,353	1,500	7,413	7,000	Includes PPE
537.500	Other Materials & Supplies	14,000	7,500	14,000	4,594	17,500	
	TOTAL MATERIALS & SUPPLIES	446,800	407,577	621,000	553,247	944,750	

54000	UTILITIES						
541.000	MTA Base	9,300	8,846	15,000	8,158	15,000	Water, Sewer & Solid Waste
541.250	Fort Bragg Base	3,900	4,866	6,000	6,045	8,000	Water, Sewer & Solid Waste, Propane
541.500	Willits Base	1,800	1,692	3,000	2,246	3,000	Water, Sewer & Solid Waste
542.000	Pacific Gas & Electric	7,600	8,271	7,600	13,542	15,500	Ukiah, Fort Bragg, Willits
543.000	TPx Communications	39,600	39,032	42,000	40,650	45,000	Ukiah Phones/Internet
543.250	Comcast	1,100	1,320	1,100	1,331	1,500	Fort Bragg Phones/Internet
544.000	Verizon	22,000	22,425	12,000	21,498	30,000	Admin/OPS Cellular
	TOTAL UTILITIES	85,300	86,452	86,700	93,470	118,000	

**MENDOCINO TRANSIT AUTHORITY 2022/23
BUDGET W/ LINE ITEM BREAKDOWN**

DRAFT OPERATING BUDGET

ACCOUNT	TITLE	FY 2020-2021 FINAL BUDGET	FY2020-2021 ACTUAL AUDITED	FY 2021-2022 FINAL BUDGET	FY 2021-2022 PROJECTED ACTUALS	FY 2022-2023 SECOND DRAFT BUDGET	ADDITIONAL INFORMATION
56000	VEHICLE, CASUALTY & LIABILITY COSTS						
506.100	Insurance	350,000	343,402	360,000	360,816	365,000	CalTIP, MacKey, Alliant-Estimates due June 10th
	TOTAL CASUALTY & LIABILITY COSTS	350,000	343,402	360,000	360,816	365,000	

ACCOUNT	TITLE	FY 2020-2021 FINAL BUDGET	FY2020-2021 ACTUAL AUDITED	FY 2021-2022 FINAL BUDGET	FY 2021-2022 PROJECTED ACTUALS	FY 2022-2023 SECOND DRAFT BUDGET	ADDITIONAL INFORMATION
57000	TAXES						
571.000	Taxes - State Board of Equalization	600	395	600	378	600	Out of State Purchases not taxed
573.000	Other Licensing Fees & Taxes	1,700	1,696	1,700	106	1,700	Hazardous Materials Permit
	TOTAL TAXES	2,300	2,091	2,300	484	2,300	

58000	MISCELLANEOUS						
504.510	Dues & Subscriptions	10,250	\$7,643	16,000	13,119	16,000	Newspapers, CTA, CALACT, CSDA, AFTA
502.700	Travel	7,500	\$14,207	30,000	34,060	50,000	Fly to Inspect Buses, Trainings, Conferences
582.250	Board Expenses	500		500		3,500	Meeting Expenses
583.000	Safety Program	1,000	\$279	1,000		1,000	Awards-Banquets-Employee Incentives
509.800	Training	3,500	\$2,683	4,500	8,419	6,000	Classes, Seminars & Materials
584.500	CDL and DOT Physical Expenses	2,500	\$1,655	3,500	6,112	6,000	Drug Free USA
509.100	Other Miscellaneous	2,500	\$4,601		12,920	15,000	
	TOTAL MISCELLANEOUS	27,750	31,067	55,500	74,630	97,500	

59000	LEASES & RENTALS						
591.000	Leases and Rentals	21,500	26,219	2,400	8,788	9,000	City of Willits, RCFP, South Coast
	TOTAL LEASES & RENTALS	21,500	26,219	2,400	8,788	9,000	
	TOTAL OPERATING EXPENDITURES	4,705,709	5,033,188	5,825,093	5,661,636	6,729,243	

**MENDOCINO TRANSIT AUTHORITY 2022/23
BUDGET W/ LINE ITEM BREAKDOWN**

DRAFT OPERATING BUDGET

ACCOUNT	TITLE	FY 2020-2021 FINAL BUDGET	FY2020-2021 ACTUAL AUDITED	FY 2021-2022 FINAL BUDGET	FY 2021-2022 PROJECTED ACTUALS	FY 2022-2023 SECOND DRAFT BUDGET	ADDITIONAL INFORMATION
OPERATING REVENUE		FY 2020-2021 FINAL BUDGET	FY2020-2021 ACTUAL AUDITED	FY 2021-2022 FINAL BUDGET	FY 2021-2022 PROJECTED ACTUALS	FY 2022-2023 SECOND DRAFT BUDGET	ADDITIONAL INFORMATION
ACCOUNT	OPERATING REVENUE						
41000	REVENUES FROM OPERATING						
401.110	Fixed Route Farebox Revenue	86,000	91,586	400,000	124,085	400,000	
401.111	Dial-A-Ride Farebox Revenue	45,000	18,345	60,000	48,632	60,000	
402.100	Redwood Coast Regional Center	65,000	84,316	65,000	52,142	65,000	
409.200	Sonoma County Contract	91,230	112,288	177,200	177,200	181,000	New 2022-2023 Contract
	TOTAL OPERATING REVENUES	287,230	306,535	702,200	402,059	706,000	
42000	REVENUES FROM OTHER SOURCES						
409.100	Local Transportation Fund (LTF)	2,993,124	2,993,124	3,434,291	3,434,292	3,428,087	22-23 MCOG claim
409.100	Local Transportation Fund (LTF) -Unmet Needs					300,000	Unmet Needs
409.110	State Transit Assistance	834,637	834,637	455,221	655,220	967,375	22-23 MCOG claim
422.000	5310 Operating Assistance	139,000	233,368		54,688	150,000	
413.101	5311 Operating Assistance	552,134	531,772	552,134	531,720	717,774	
413.110	5311(f) Operating Assistance	300,000		300,000	240,157	200,000	
411.100	LCTOP Cap and Trade	97,356		90,000			
409.112	Cal-OES		26,809				
406.100	Advertising Contract	100,000	106,081	100,000	129,183	110,000	Helen Foraker
426.000	Ag Van Leases	45,000	70,455	45,000	40,254		MCF4
n/a	Senior Center Payments		2,190	-637,676		-729,019	Payments to Senior Centers & Insurance
n/a	Senior Center Reimbursements			637,676		729,019	Payments from MCOG to reimburse MTA
109.109	Senior Center Administration	26,500	26,005	26,500		26,500	Annual Fee from MCOG
407.100	Maint Fuel Revenue (prior incl labor,parts)	35,000	33,414	23,000	24,758	24,000	Fuel Only
407.400	Investment Income	1,500	10,888	7,500	6,104	7,500	Interest - Mendocino County & Banks
407.500	Other - Fuel Rebates, etc.	4,000	1,437	4,000	13,595	14,000	
450.000	CARES-5311	300,000	557,349	550,000		200,000	
	CARES-5311(F)	50,000		100,000		75,000	
	TOTAL REVENUES FROM OTHER SOURCES	5,478,251	5,427,530	5,687,646	5,129,971	6,220,236	
	TOTAL OPERATING REVENUE	5,765,481	5,734,065	6,389,846	5,532,030	6,926,236	

564,753	-129,606	196,993	REVENUE OVER EXPENSES
-1,081,197	-1,090,000	-1,120,000	Estimated Depreciation
-516,444	-1,219,606	-923,007	Net after Depreciation



Meeting Date: May 25th, 2022

Agenda Item: #D.3

SUBJECT:

Discussion and Possible Approval Draft Capital Budget for Fiscal Year 2022-2023

SUMMARY:

Presented is the Draft Capital Budget for upcoming FY 22/23.

The largest expenditure in the MTA Capital Budget is potentially for the fleet to be outfitted with Electronic Fare-Boxes these may be funded by the 5311 CARES funding. The other major expenditures are for the replacement of one coach and three cutaway buses with battery electric. 5339 Federal Funds, PTIMSEA, LCTOP, Capital Funds, HVIP, VW Mitigation Funds and the MTA Capital Reserve.

Local Capital Expenses: Operations, Vehicles, Maintenance, Administration Shelters/Benches are place holders for unexpected capital expenses. We are concerned with the aging Gillig Fleet that major component failure is likely and must be accounted for.

MTA will be utilizing all but \$200,000 of its State Transit Assistance Funds for Operating in 22/23. The Capital Expenditures used with STA funds will fund all of the equipment purchases in 22/23 with the exception of the potential purchase of the Electronic Fare-Boxes.

STAFF RECOMMENDATION:

Direct staff to continue modification of MTA FY2022/23 1st Draft Capital Budget as more information becomes available for final adoption and approval at the June Board Meeting.

ATTACHMENTS:

FY 22/23 Draft Capital Budget

FY 21/22 FIVE YEAR CAPITAL PROGRAM by YEAR - FINAL

Revenues	2022/23	2023/24	2024/25	2025/26	2026/27	5 Year Total
FEDERAL						
5310 Elderly and Disabled						
5311(f) Intercity						
5311 Cares	1,500,000					1,500,000
5339 Low-No Emission Bus/Infrastructure	1,124,655		4,000,000	4,000,000	4,000,000	13,124,655
Projected Federal Fund Totals	2,624,655	0	4,000,000	4,000,000	4,000,000	14,624,655

STATE	2022/23	2023/24	2024/25	2025/26	2026/27	5 Year Total
State of Good Repair (SB1)	528,559	130,000	130,000	130,000	130,000	1,048,559
Cap & Trade (LCTOP)	227,000	150,000	150,000	150,000	150,000	827,000
VW Mitigation Funds	160,000					160,000
HVVP Electric Bus Vouchers	136,000		204,000	204,000	204,000	748,000
Projected State Fund Totals	1,051,559	280,000	280,000	280,000	280,000	2,171,559

LOCAL	2022/23	2023/24	2024/25	2025/26	2026/27	5 Year Total
MTA Capital Reserve Fund						0
Local Transportation Fund LTF	200,000					200,000
MCOG Capital Reserve Fund						0
State Transit Assistance STA	200,000					200,000
Projected Local Fund Totals	400,000	0	0	0	0	400,000

TOTAL REVENUE	4,076,214	280,000	4,280,000	4,280,000	4,280,000	17,196,214
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Expense	2022/23	2023/24	2024/25	2025/26	2026/27	5 Year Total
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Vehicle Acquisition:

Staff Vehicles		40,000		80,000	105,000	225,000
Maintenance Vehicles	80,000					0
Cutaways - Paratransit				570,000	580,000	1,150,000
Cutaways - FR	915,000	310,000	315,000	960,000	650,000	3,150,000
Buses - Medium Duty			550,000	550,000		
Buses - Heavy Duty		1,000,000		4,100,000	4,200,000	9,300,000
Senior Center Vehicles						
Trolley						
Total Vehicle Acquisition	995,000	1,350,000	865,000	6,260,000	5,535,000	13,825,000

Equipment & Minor Facilities

	2022/23	2023/24	2024/25	2025/26	2026/27	5 Year Total
Operations	2,000	11,000	6,500	8,000	8,000	35,500
Vehicle	1,523,300	7,500	7,500	7,500	9,000	1,554,800
Maintenance	123,500	144,500	38,000	3,000	38,000	347,000
Administration	8,700	33,800	23,000	28,000	20,075	113,575
Shelters & Benches	16,200	23,000	4,000	17,700	12,000	72,900
Total Equipment & Minor Facilities	1,673,700	219,800	79,000	64,200	87,075	2,123,775

Major Facilities & Planning

	2022/23	2023/24	2024/25	2025/26	2026/27	5 Year Total
Short Range Transit Plan	200,000					200,000
Transit Center						0
Admin OPS/ Design/Build						0
Total Major Facilities	200,000	0	0	0	0	200,000

Total Expense	2,868,700	1,569,800	944,000	6,324,200	5,622,075	16,148,775
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GAIN/Loss	1,207,514	-1,289,800	3,336,000	-2,044,200	-1,342,075	-132,561
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DRAFT

MTA Five -YearCapital Vehicle Replacement Plan

REPLACE = retire and sell
BUY = buy

Staff - Vehicles										
Odometer	4 YEARS OR 100,000 MILES									
	Fund	#	Year	Make/Mod		2022/23	2023/24	2024/25	2025/26	2026/27
	STIP	201	11	ChevVolt plug-in-hybrid			REPLACE			
	STA	307	11	Toyota Prius hybrid					REPLACE	
	STA	308	11	Toyota Prius hybrid					REPLACE	
		309		GAS - ALL Wheel						
		310		Hybrid - All Wheel						
		311		electric			BUY			
		312		hybrid					BUY	
		313		electric					BUY	
		314		electric						
		315								
		316								

Maintenance - Facilities Vehicles										
						2022/23	2023/24	2024/25	2025/26	2026/27
FUND	Van for Cleaing									
	96	7		Sprinter		MTC - F				
	97	7		Sprinter		MTC - U				
	94	22				buy				
	93	22				buy				
Pickup Truck										
STA	98	1		Ford F350						
CAPTIAL R.	95	14								

Dial-a-Ride - Paratransit Vans										
Odometer	Type II or Class A									
0	0	5 YEARS OR 150,000 MILES				2022/23	2023/24	2024/25	2025/26	2026/27
Fund	#	Year	Make/Mod							
	620	11	Glaval gas						DAR	
	621	11	Glaval gas						DAR	
	622	11	Glaval gas							
	623	11	Glaval gas							DAR
	624	13	Glaval gas							DAR
	625	13	Glaval gas							
	626	13	Glaval gas							
	627	13	Glaval gas							
	628	13	Glaval gas							
5310/STA	629	17	ele						BUY	
5310/STA	630	18	ele						BUY	
5310/STA	631	18								BUY
5310/STA	632	18								BUY
5310/STA	633	18								
5310/STA	634	19								
5310/STA	635	19								
5310/STA	636	19								
5310/STA	637	19								
5310/STA	638	19								
5310/STA	639	20								
	640	27								

Fixed Route - Cutaway										
Odometer		Type III or Class C								
		7 YEARS OR 150,000 MILES								
		Fund	#	Year	Make/Mod	2022/23	2023/24	2024/25	2025/26	2026/27
			723	11	Glaval gas			FR-CUT		
			727	11	Glaval gas		FR-CUT			
			728	11	Glaval VTM hybrid	FR-CUT				
			729	13	Glaval gas				FR-CUT	
			730	13	Glaval gas	FR-CUT				
			731	13	Glaval gas	FR-CUT				
			732	15	Glaval gas					
			733	16	Glaval gas				FR-CUT	
			734	16	Glaval gas				FR-CUT	
			735	16	Glaval gas					FR-CUT
			736	16	Glaval gas					FR-CUT
			737	18	Glaval gas					
			738	18	Glaval Gas					
			739	18	Glaval Gas					
			740		Champion					
			741		Champion					
			742		Diamond-Lightning					
		VW	743		Diamond-Lightning					
		VW	744		Diamond-Lightning	BUY				
		VW	745		Diamond-Lightning	BUY				
		HVIP	746		Diamond-Lightning	BUY				
		HVIP	747				BUY			
		STA	748					BUY		
		STA	749							
		STA	750						BUY	
		STA	751						BUY	
		STA	752						BUY	
		STA	753							BUY
		STA	754							BUY
		STA	755							
		STA	756							
		STA	757							
		STA	758							
		STA	759							
		STA	760							
		STA	761							
		STA	762							
		STA	763							
		STA	764							
		STA	765							
		STA	766							
						3	2	3	3	

Fixed Route Fleet - Medium Duty Buses

Odometer		Type VII VIII or Class E								
0	0	Life: 10 years or 350,000 miles								
		Fund	#	Year	Make/Mod	2022/23	2023/24	2024/25	2025/26	2026/27
			806	12	IC Eaton Hybrid					
			807	12	IC Eaton Hybrid					
			808	15	Cummins Glavel			REPLACE		
			809	15	Cummins Glavel				REPLACE	
			810	15	Cummins Glavel					REPLACE
			811					BUY		
			812						BUY	
			813							BUY
			814							
			815							
			816							
			817							
			818							
			819							
			820							

2

Fixed Route Fleet - Heavy Duty Buses

Hubometer		Urban Bus Class H LIFE: 12 YEARS OR 500,000 MILES								
		Fund	#	Year	Make/Mod	2022/23	2023/24	2024/25	2025/26	2026/27
		5339	906	99	40' Gillig		REPLACE			
			910	13	40' Gillig Clean Diesel Low Floor				REPLACE	
			911	13	40' Gillig Clean Diesel Low Floor				REPLACE	
			912	13	40' Gillig Clean Diesel Low Floor				REPLACE	
			913	13	40' Gillig Clean Diesel Low Floor				REPLACE	
			914	13	40' Gillig Clean Diesel Low Floor					REPLACE
			915	13	40' Gillig Clean Diesel Low Floor					REPLACE
			916	13	40' Gillig Clean Diesel Low Floor					REPLACE
			917	13	40' Gillig Clean Diesel Low Floor					REPLACE
		PTIMSEA 5339	918	23	35 Gillig All Electric Low Floor		BUY			
			919	24	35 Gillig All Electric Low Floor				BUY	
			920	24	35 Gillig All Electric Low Floor				BUY	
			921	24	35 Gillig All Electric Low Floor				BUY	
			922	24	35 Gillig All Electric Low Floor				BUY	
			923	24	35 Gillig All Electric Low Floor					BUY
			924	24	35 Gillig All Electric Low Floor					BUY
			925	24	35 Gillig All Electric Low Floor					BUY
			926	24	35 Gillig All Electric Low Floor					BUY

MTA Five-Year Capital Plan					
Vehicle Replacement Plan - Estimated Costs					
Schedule of Purchases	2022/23	2023/24	2024/25	2025/26	2026/27
Staff - Hybrid AW					
Staff - Electric		1		2	
Staff - Mtc Van	2				
Staff - Mtc Truck					
Senior Center Mini-Van					
Senior Center Bus					
Dial-A-Ride Bus				2	2
Cutaway Buses	3	1	1	3	2
Medium Duty Bus			1	1	
Heavy Duty Bus		1		4	4
TOTAL		3	2	12	8

Unit Cost (\$000)*	2022/23	2023/24	2024/25	2025/26	2026/27
Staff - Hybrid AW					
Staff - Electric		\$40,000		\$40,000	
Staff - Mtc Van	\$80,000				
Staff - Mtc Truck (crew)					
Senior Center Mini-Van					
Senior Center Bus					
Dial-A-Ride Bus				\$285,000	\$290,000
All Electric Cutaway Bus	\$305,000	\$310,000	\$315,000	\$320,000	\$325,000
Medium Duty Diesel			\$550,000	\$550,000	
Heavy Duty Bus		\$1,000,000		\$1,025,000	\$1,050,000
Medium Duty Hybrid					
Medium Duty Electric					

TOTAL ANNUAL COST	2022/23	2023/24	2024/25	2025/26	2026/27
Staff - Hybrid AW	\$0	\$0	\$0	\$0	\$0
Staff - Electric	\$0	\$40,000	\$0	\$80,000	\$0
Staff - Mtc Van	\$160,000	\$0	\$0	\$0	\$0
Staff - Mtc Truck (crew)	\$0	\$0	\$0	\$0	\$0
Senior Center Mini-Van	\$0	\$0	\$0	\$0	\$0
Senior Center Cutaway	\$0	\$0	\$0	\$0	\$0
Dial-A-Ride Bus	\$0	\$0	\$0	\$570,000	\$580,000
Cutaway Bus	\$915,000	\$310,000	\$315,000	\$960,000	\$650,000
Medium Duty Diesel	\$0	\$0	\$550,000	\$550,000	\$0
Heavy Duty Bus	\$0	\$1,000,000	\$0	\$4,100,000	\$4,200,000
Medium Duty Hybrid	\$0	\$0	\$0	\$0	\$0
Medium Duty Electric	\$0	\$0	\$0	\$0	\$0
Total Annual Costs	\$1,075,000	\$1,350,000	\$865,000	\$6,260,000	\$5,430,000

FY 22-23 FIVE-YEAR CAPITAL PLAN

May 25, 2022
Agenda Item D.3

Equipment Purchase Detail

Category						Five-Year
Project	2022/23	2023/24	2024/25	2025/26	2026/27	Total
Operations						
Miscellaneous	2,000	2,000	2,000	\$2,000	\$2,000	10,000
Office Furniture		2,000		\$2,000		4,000
Computers: Receptionist						0
Computers: Training Supervisor		1,500				1,500
Computers: Dispatch Supervisor		1,500				1,500
Computers: South Coast Supervisor				\$1,700		1,700
Computers: Fort Bragg Supervisor						0
Training Equipment		2,000	2,000	\$2,000	\$2,000	8,000
Transportation Totals	2,000	10,500	4,000	7,700	4,000	28,200

						Five-Year
Vehicles	2022/23	2023/24	2024/25	2025/26	2026/27	Total
Miscellaneous	2,300	2,500	2,500	2,500	3,000	12,800
Cutaway Transmissions and Engines	5000	5000	5000	5,000	6,000	26,000
Trailer	16000					16,000
Electronic Fare Box	1500000					1,500,000
				0		0
Vehicles Total	1,523,300	7,500	7,500	7,500	9,000	1,554,800

						Five-Year
Maintenance	2022/23	2023/24	2024/25	2025/26	2026/27	Total
Miscellaneous	35,000			3,000		38,000
Ukiah Yard Reseal	6,000			8,000		14,000
Willits Yard Reseal			5,000			5,000
Ft. Bragg Yard Reseal	2,500			5,000		7,500
Wood seal north wall of shop						0
Break Room Roof			25,000			25,000
Old Ukiah Shop - Remodel		135,000				135,000
Multi Refrigerant Recycle Machine	15,000					15,000
Wash Bay Pumps and Motors		7,000				7,000
Replace Diagnostics Laptop		2,500				2,500
Parking lot sweeper	50,000					50,000
Solar panel cleaner	10,000					10,000
Amperage voltage tester industrial	5,000					5,000
Bob's Computer						0
Maintenance Totals	123,500	144,500	30,000	16,000	0	314,000

FY 21-22 FIVE-YEAR CAPITAL PLAN

May 25, 2022
Agenda Item D.3

Equipment Purchase Detail

Category						Five-Year
Project	2022/23	2023/24	2024/25	2025/26	2026/27	Total
Office - Administration						
Miscellaneous	4,000	3,000	3,000	3,500	3,500	17,000
Heavy Duty Paper Shredder			2,100			2,100
Coin Sorter						0
Wiring Upgrade		20,000				20,000
Managed IT Network/Care	3,000					3,000
Furniture		1,000	1,000	2,000		4,000
Telephone+Cell, replace + headsets						0
Video Conference Ukiah and UVConfCtr	1,700	4,000				5,700
Computer - Receptionist				1,500		1,500
Computer - HR				1,500		1,500
Computer - Accounting Specialist		1,800		1,500		3,300
Computer - Finance Manager				1,500		1,500
Computer - ED						0
HR - Copier, Recording Equipment		2,500	2,500			5,000
Administration Totals	8,700	32,300	8,600	11,500	3,500	64,600
Shelters and Benches						Five-Year
	2022/23	2023/24	2024/25	2025/26	2026/27	Total
Shelters	15,000	1,500	2,500	1,500	2,500	23,000
Benches (materials)	1,200	1,500	1,500	1,200	1,500	6,900
Bus Stops & Signs		20,000				20,000
Stops						0
						0
						0
						0
Shelters and Benches Totals	16,200	23,000	4,000	2,700	4,000	49,900
Security						Five-Year
	2022/23	2023/24	2024/25	2025/26	2026/27	Total
Security Total	0	0	0	0	0	0

Facility Solarization and Modernization - By Project

Cap # FY Project \$ COST				REVENUE SOURCE							TOTAL
				Federal		State		Local			
				Grant	Amount	1B Modern	1B Security	STA	Cap & Trade	Reserve	
89	23/24	440 Transformer	100,000								
89	23/24	Finish Design Admin/Ops?Build	677,096		541,677	-	-	33,855		101,564	677,096
89	24/25	Construct Admin/Ops	795,000		636,000	-	-	39,750	119,250	685,031	1,480,031
89	25/26	Construct Admin/Ops	4,280,000		3,424,000			320,000	96,000	140,000	3,980,000
subtotal			5,852,096		4,601,677		-	393,605	215,250	926,595	6,137,127
TOTAL for design & construction			13,307,421	-	10,071,677	1,223,695	119,619	614,090	215,250	1,448,121	13,692,452
TOTAL w/ feasibility & environmental			13,427,110	-	10,071,677	1,223,695	119,619	614,090	215,250	1,567,810	13,812,141

MTA TRANSIT CENTER PROJECT

			REVENUE SOURCE									
			Federal		State		Local					
Cap #	FY	Project	\$	COST	Grant	Amount	1B Modern	1B Security	STA - SGR	Cap & Trade	Reserve	TOTAL
		Transit Center Location/Design										
100	22/23	Study										
100	23/24	Purchase Property		1,500,000	5339	1,200,000					300,000	1,500,000
100	24/25	Construct Transit Center										
subtotal				1,500,000		1,200,000					300,000	1,500,000



Meeting Date: May 25, 2020

Agenda Item: D.4

AGENDA SUMMARY REPORT

SUBJECT:

Discussion and Possible Direction to Staff to Modify MTA's Existing Regular Board Meeting Schedule

SUMMARY:

Responsive to a request by Director Mulheren and direction by Chair Rodriguez, staff has reviewed the possibility of conducting MTA Board Meetings every-other-month rather than monthly. Upon review of the Joint Powers Agreement (JPA) staff has concluded that an amendment to the JPA would need to be considered and approved by all members of the JPA.

Section 8 of MTA's Joint Power Agreement states:

"The Board of Directors shall conduct regular monthly meetings. Special meetings shall be conducted on the call of the Chairman of said Board or on the call of any three members thereof."

If the Board directs staff to proceed with an amendment to the JPA a potential draft meeting schedule is outlined below. Nothing would prohibit the Chair from calling to order special meetings if needed.

<u>Meeting Date/Time</u>	<u>Physical Location</u>	<u>Virtual</u>	<u>Items of Business</u>
June 29, 2022 – 1:30 p.m.	Ukiah	Yes	Unmet Needs/Final Budget Consideration
August 31, 2022 – 1:30 p.m.	Fort Bragg	Yes	Unmet Needs/Strategic Planning
October 26, 2022 – 1:30 p.m.	Ukiah	Yes	Unmet Needs/Begin Executive Director Evaluation
December 28, 2022 – 1:30 p.m.	Fort Bragg	Yes	Unmet Needs/Complete Executive Director Evaluation
February 22, 2023 – 1:30 p.m.	Ukiah	Yes	Unmet Needs/Compliance (Bylaws Review/Board Certificates/FPPC Form 700)
April 26, 2023 – 1:30 p.m.	Fort Bragg	Yes	Unmet Needs/Strategic Planning Upcoming Year
May 31, 2023 – 1:30 p.m.	Ukiah	Yes	Unmet Needs/Budget Hearing
June 28, 2023 – 1:30 p.m.	Fort Bragg	Yes	Unmet Needs/Election of Officers/Final Budgets

RECOMMENDATION:

1. Direct staff to prepare an amendment to Section 8 of the JPA for approval by JPA member agencies and continue to conduct monthly meetings until JPA amendment to Section 8 is complete; or
2. Direct staff to continue to schedule monthly meetings and not pursue every-other-month board meeting schedule.

ATTACHMENTS: MTA JPA

May 18, 1993

JOINT POWERS AGREEMENT
CONTINUING THE
MENDOCINO TRANSIT AUTHORITY

THIS AGREEMENT is made and entered into this First day of July, 1993, by and among the signatories to this Agreement for the purpose of maintaining public transportation services within Mendocino County. Said signatories, which are local governments in Mendocino County, acting through their respective legislative bodies (hereinafter referred to as the PARTIES) agree as follows:

1. RECITAL. The PARTIES witness that:

- (a) the PARTIES desire to provide for public transportation services within Mendocino County in accord with the Transportation Development Act (Public Utilities Code, Section 99200, et. seq.).
- (b) the PARTIES jointly and separately agree that such public transportation services can best be administered by a Joint Powers Agreement among the PARTIES. (Pursuant generally to Government Code, Section 6500, etc. seq.)

2. STATUTORY AUTHORIZATION. This Agreement is executed pursuant to Sections 6500 through 6514 of the California Government Code, more particularly to Section 6502:

"If authorized by their legislative or other governing bodies, two or more public agencies may jointly exercise any power common to the contracting parties, even though one or more of the contracting agencies may be located outside of the State."

and to Section 6506:

"The agency or entity provided by the Agreement to administer or execute the Agreement may be one or more of the parties to the Agreement or a commission or board constituted pursuant to the Agreement or a person, firm, or corporation designated in the Agreement. The parties may provide for the mutual exchange of services without payment of any consideration other than such services.

3. METHOD OF ACCOMPLISHMENT. This Agreement shall be administered and executed by an agency to be known as the MENDOCINO TRANSIT AUTHORITY, hereinafter referred to as MTA. All administrative and operational procedures developed and established by the MTA shall conform with all applicable Federal, State and County rules and regulations. (Section 6503.)
4. GENERAL POWERS. Said MTA shall have the powers to and is authorized, in its own name, to make and enter contracts, to employ agents and employees, to acquire, construct, manage, maintain, or operate any transportation equipment, building, works, or improvements, or to acquire, hold, or dispose of property, to incur debts, liabilities, or obligations, and to sue or be sued in its own name. (Section 6508)

JOINT POWERS AGREEMENT CONTINUING THE MENDOCINO TRANSIT AUTHORITY
Page Two

The debts, liabilities, and obligations of the MTA shall be solely the debts, liabilities, and obligations of the MTA. (Section 6508.1) Such power is subject to the restrictions upon the manner of exercising the power of the County of Mendocino. (Section 6509.)

5. SPECIFIC POWERS. The MTA shall specifically have the power to apply for and receive Transportation Development Act, Federal Transportation Act, and other funds as a public transportation operator. The MTA shall also have the power to contract for the purchase, lease, or rental of whatever services or equipment it may determine necessary to achieve the stated objectives of this Joint Powers Agreement. In the operation of the public transportation services that are the object of this Agreement, the MTA shall have the power and the sole authority to consider and to establish fares, routes and schedules and to modify such fares, routes and schedules as may appear necessary. The MTA shall have the authority to enforce the regulations cited in California Penal Code, Section 640, which pertains to specified acts committed onboard transit vehicles. The MTA shall also have the authority to call and to conduct public meetings at various locations within Mendocino County in order better to provide the MTA with the necessary knowledge and information to best determine the needs of the citizens with respect to public transportation.
6. FUNDING OBLIGATION. In no event shall the PARTIES to this Agreement be called upon, or required, to contribute funds in excess of SB 325 funds or other Federal or State funds available for the purpose of this Joint Powers Agreement. The intent of this provision is that the PARTIES shall not be required to contribute any general treasury funds to the operation of the MTA.
7. BOARD OF DIRECTORS. The MTA Board of Directors shall consist of seven members. Three shall be appointed by the Board of Supervisors of the County of Mendocino, and one each shall be appointed by the respective City Councils of the Cities of Fort Bragg, Ukiah, Willits, and Point Arena from their respective jurisdictions. Members of the Board of Directors shall be appointed for two-year terms of office. The County of Mendocino and the Cities of Point Arena and Willits shall appoint one member each in July of even-numbered years. The County of Mendocino shall appoint two members, and the Cities of Fort Bragg and Ukiah shall appoint one member each, in July of odd-numbered years.

PARTIES may reappoint members to the Board of Directors for additional terms and Board Members appointed need not be elected officials.
8. MEETINGS. The Board of Directors shall conduct regular monthly meetings. Special meetings shall be conducted on the call of the Chairman of said Board or on the call of any three members thereof.
9. REQUESTS FOR TDA (SB 325 FUNDS.) Requests for funding pursuant to the Transportation Development Act shall be submitted to the Mendocino Council of Governments (hereinafter referred to as MCOG) at least one month in advance of the MCOG meeting at which action on the request is desired. Concurrent with the submittal to MCOG, MTA shall submit copies of the request to the PARTIES so that they can review the request and send their comments on it to MCOG prior to final action by MCOG

JOINT POWERS AGREEMENT CONTINUING THE MENDOCINO TRANSIT AUTHORITY
Page Three of Five

10. BUDGET. By June 1 of each year, the MTA shall develop and adopt a budget for the following fiscal year with proper expenditure controls to allocate and expend all project funds as the MTA determines to be necessary to achieve the goals of this Agreement.
11. CUSTODY OF FUNDS. The County Treasurer shall be the depositary and shall have custody of all money of the MTA from whatever source and shall hold and disburse such monies in accord with Section 6505.5, and allocation instructions of MCOG.
12. INVESTMENT OF FUNDS. The MTA shall have the power to invest any money in the Treasury pursuant to Government Code Section 6505.5, that is not required for the immediate necessities of the MTA, as the MTA determines is advisable, in the same manner and upon the same conditions as local agencies pursuant to Section 53601 of the Government Code. Any proceeds from such investments shall accrue to and become part of the project funds described in Paragraph 9, above (Section 6509.5.)
13. ACCOUNTABILITY OF FUNDS. There shall be strict accountability by all PARTIES and by the MTA of all funds. MCOG shall contract with a Certified Public Accountant or Public Accountant to perform an annual audit. The minimum requirements of such audit shall be those prescribed under Sections 26909 and 6505 of the Government Code and Title 21 Section 6663 of the California Administrative Code, and shall conform to generally accepted auditing standards. Where an audit is made, a report thereof shall be filed as public records with each of the contracting PARTIES to the Agreement.
14. BONDING. The MTA shall file an official bond in the amount of at least \$50,000 covering all MTA employees and contractors who have charge of, handle, or have access to any funds or property utilized under this Agreement. (Section 6505.1.)
15. TERM/TERMINATION: This Agreement shall become effective on the day and date first above written and shall continue in force without specific term. This agreement may be terminated as of the first day of July of any year, following three months notice to the other PARTIES, by Resolution of intent to terminate the agreement adopted by the Governing Boards of three of the PARTIES.

An individual PARTY may withdraw from this agreement as of the first day of July of any year, following three months notice to the other PARTIES, by resolution of intent to withdraw adopted by the Governing Board of the PARTY. If one or more parties withdraw, this Agreement may be amended as set forth in Paragraph 16 without the withdrawn entity as a party to the Agreement and without a member of the Board of Directors appointed by the withdrawn entity.
16. AMENDMENT. This Agreement may be amended at any time by the PARTIES. In the event that any PARTY desires to amend this Agreement, it shall notify MTA in a timely fashion to allow for discussion by representatives of all PARTIES. In order for amendment to take effect, it must be approved by resolutions adopted by each of the PARTIES.

JOINT POWERS AGREEMENT CONTINUING THE MENDOCINO TRANSIT AUTHORITY
Page Four of Five

17. OFFICIAL NOTICE. The MTA shall prepare and file a notice of this Agreement, or any amendment thereto, with the Office of the Secretary of State in accord with Section 6503.5.
18. DISPOSITION OF PROPERTY. Upon the termination of this Agreement, that property, acquired by the MTA as a result of this exercise of Joint Powers, shall be disposed as follows:
 - (a) If the MTA shall be continued beyond the life of this Agreement, it shall retain title to all property held by the MTA pursuant to this Agreement.
 - (b) If the MTA shall be succeeded by a new and separate entity or public agency deemed by the MTA Board of Directors to be a "successor agency or entity", that agency or entity shall receive title to all property held by the MTA pursuant to this Agreement.
 - (c) If the MTA shall not be continued beyond the life of this Agreement, and if there shall be no "successor agency or entity", the MTA Board of Directors shall determine whether, and in what proportion, property held by the MTA at the date of its termination shall be divided among the PARTIES to this Agreement or whether such property shall be sold and the proceeds disposed of pursuant to Paragraph 19. (Section 6511.)
19. SURPLUS MONEY. Upon termination of this Agreement, any money obtained by MTA from MCOG or any of the PARTIES hereto for the purpose of carrying out the objectives of this Agreement herein stated, which is in the possession of the MTA after payment of all costs, expenses, and charges validly incurred under this Agreement, shall be returned to MCOG and to the PARTIES in proportion to their contribution determined as of the time of termination. Those monies received by way of grant or any other such means of financial assistance shall be turned over to MCOG to be used for any purpose proper to that agency. (Section 6512.)
20. HOLD HARMLESS. The MTA shall hold harmless and indemnify the PARTIES to this Agreement, their officers, agents, and employees from all liability for any loss, damage, or injury to persons or property of any kind arising out of or attributable to the MTA in fulfilling its responsibilities pursuant to this Agreement.

In addition, the MTA shall enter into a Memorandum of Understanding among MTA and the PARTIES, the express intent of which shall be to clarify and confirm liability insurance required of MTA so as to protect the PARTIES to this Agreement.

JOINT POWERS AGREEMENT CONTINUING THE MENDOCINO TRANSIT AUTHORITY
Page Five

IN WITNESS WHEREOF, the PARTIES hereto have executed this Agreement on
the date first above written.

COUNTY OF MENDOCINO

ATTEST: Jay A. Brand
Clerk of Said Board

BY: James Eddie
CHAIRMAN, BOARD OF SUPERVISORS 5/18/93

ATTEST: Arley McKay
City Clerk

CITY OF UKIAH
BY: Fred Mueller
MAYOR 5-28-93

ATTEST: Deborah R. Carpenter
City Clerk

CITY OF FORT BRAGG
BY: John Cimolino
MAYOR

ATTEST: Frances Schatz
City Clerk 6-9-93

CITY OF WILLITS
BY: Virginia Hanks
MAYOR 6-9-93

ATTEST: Fred D. Patton
City Clerk

CITY OF POINT ARENA
BY: Lauren Karkyrow
MAYOR

APPROVED AS TO FORM: Adrian Cui
County Counsel

May 18, 1993

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is made between the County of Mendocino, the City of Fort Bragg, the City of Point Arena, the City of Ukiah and the City of Willits, collectively referred to as the PARTIES, and the Mendocino Transit Authority, referred to as MTA.

This MOU is required by the Joint Powers Agreement among the PARTIES which creates the MTA.

The expressed intent of this MOU is to ensure that MTA maintains adequate liability insurance in order to protect each of the PARTIES.

The PARTIES and MTA agree as follows:

The MTA shall maintain in effect during the term of this JPA at the MTA's sole expense, such comprehensive public liability insurance provided by companies licensed to furnish such insurance in the State of California, to protect the participating entities, their officers, agents, and employees and the MTA from claims which may arise from the MTA's performance under this JPA, whether such performance be by the MTA or by its employees, subcontractors, consultants, agents or anyone directly or indirectly employed by any of the foregoing. The liability insurance shall include, but not be limited to, protection against claims arising from bodily or personal injury or damage to property resulting from MTA's performance of services under this JPA. The amount of insurance shall be not less than One Million Dollars (\$1,000,000.00) single limit coverage applying to bodily and personal injury and property damage, or a combination of both.

Such insurance shall include a provision or endorsement naming the participating entities, their officers, agents and employees, as additional insured with respect to liability arising out of the performance of any work or services to be performed by MTA under this JPA, and providing that such insurance is primary insurance with respect to the interests of the participating entities and that any other insurance maintained by the participating entities is excess and not an alternative source or contributing insurance with insurance required hereunder. In addition, insurance coverage required hereunder shall provide written notice of termination/cancellation to each participating entity no less than 30 days prior to the effective date of such termination/cancellation.

This MOU may be amended at any time, upon the mutual consent of the PARTIES, and allowing for adequate notice to effectuate any required change.