



**Board of Directors
Special Meeting Agenda**

Tuesday, June 21, 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 Special Board Meeting
Time: June 21, 2022 01:30 PM Pacific Time (US and Canada)**

**Audio Call-in Option: +1 669 900 6833 (in CA)
Meeting ID: 886 2204 1792
Passcode: 688079**

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 May 25, 2022 Regular Board Meeting
2. Acceptance of Service Performance Report
3. Acceptance of Financial Reports – July 2021 through April 2022
4. Adoption of Resolution No. 2022-16 Authorizing Remote Teleconference Meetings of the Board of Directors of Mendocino Transit Authority for the period of June 21, 2022 through July 21, 2022 Pursuant to Brown Act Provisions.

D. ACTION & DISCUSSION

1. Unmet Needs: Solicit Public Input
2. Discussion and Possible Adoption of Resolution No. 2022-17 Adopting the MTA Operations Budget and Wage Table for Fiscal Year 2022-2023.
3. Discussion and Possible Adoption of Resolution No. 2022-18 Adopting the MTA Capital Budget for Fiscal Year 2022-2023.
4. Discussion and Possible Approval of Policy Section 407 – MTA Paid AFLAC Supplemental Insurance.
5. Discussion and Possible Approval of West America Bank Signatories.
6. Discussion and Possible Approval of 22-23 Special Event Calendar.

E. DIRECTOR AND MANAGEMENT REPORTS

1. Matters from Management
2. Matters from Directors

F. 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 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, May 25, 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 1:30 p.m.

B. PUBLIC COMMENT

No public comments.

May 25, 2022 MTA Board of Directors Regular Meeting Minutes

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.

Upon Motion by Director **Mulheren** 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

D. ACTION & DISCUSSION

1. **Unmet Needs:** No unmet needs added to the unmet needs list
2. **Discussion and Possible Approval of Draft Operations Budget for Fiscal Year 2022-2023**

Staff received direction. No action taken .

3. **Discussion and Possible Approval of Draft Capital Budget for Fiscal Year 2022-2023.**

Staff received information. No action taken.

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

The Board directed staff to keep the current Board Meeting dates and instructed staff to cancel meetings if the Agenda warranted cancellation. No action taken.

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

Chair Rodriguez reported that there was no reportable action.

G. DIRECTOR AND MANAGEMENT REPORTS

1. Matters from Management:

Bob Butler, Maintenance Manager, reported that he is focusing on construction in Ukiah and Fort Bragg. He also reported the new electric bus is expected to arrive in June 2023.

Dawn White, Mobility Manager, reported that she is working on ads promoting using the bus more since gas prices keep rising. She also reported that she is working on advertising the Summer Youth Pass 2023, for all passengers 18 and under. She also mentioned that she's taking to City of Ukiah regarding the Trolley for the upcoming holidays. She also reported that after 40 years working with the senior centers to update the funding formula.

Luis Martinez Operations Manager reported that MTA has new Supervisors in Ukiah and Fort Bragg. He reported the Fort Bragg Supervisor is now certified to train new drivers and he hopes that will help with recruitment because trainees will not have to travel from the coast to Ukiah for 8 weeks during training. It will cut their trips to Ukiah in half.

Mark Harvey CFO reported that he will continue working with Executive Director Jacob King and staff on finalizing the budgets for 22-23.

Jacob King Executive Director reported that he received word that MTA scored second highest in the state on its Caltrans 5310 grant. He also reported that Mobility Solutions for Rural Communities for Mendocino County (Inland only) are being studied right now. He said MTA is planning to recruit for a grant writing firm or individual. He said he is overseeing 16 grants and reported that he will be returning to the Board with information related to an RFQ.

2. Matters from Directors

Director Rodriguez, just wanted to mention about the community events the MTA sponsors and want to revise the ridership and make sure we are using the CARES funds properly. Rodriguez requested to bring this back as a formal item next time they revisit the full list.

H. ADJOURN

Chair Rodriguez adjourned the meeting at 2:51 p.m.

DRAFT

Mendocino Transit Authority
Performance Summary
FY 21/22

Agenda Item C.2
June 21, 2022

RIDERSHIP-FIXED ROUTE/DAR	Jan-22	Feb-22	Mar-22	3rd QTR 21-22	3rd QTR 20-21
ADULT	2571	2443	3172	8186	5390
SENIORS	1887	1926	2313	6126	5668
DISABLED	1218	1319	1811	4348	3055
PCA	50	68	93	211	192
COLLEGE	564	899	976	2439	353
FREE	10	22	36	68	12
CHILD	71	72	129	272	202
YOUTH PASSES	0	0	0	0	0
MONTHLY PASSES	325	373	452	1150	907
TRANSFERS	431	410	482	1323	714
STAFF PASSES	28	23	44	95	23
WHEELCHAIR	379	190	358	927	861
BIKES	87	70	8	165	302
TOTAL RIDERSHIP	7155	7555	9508	24218	16516
OPERATIONS					
TOTAL SERVICE DAYS (Mon-Fri)					
VEHICLE SERVICE HOURS	2548.26	2442.49	2905.45	7896.20	4774.95
PASSENGERS PER HOUR	2.81	3.09	3.27	3.07	3.46
VEHICLE SERVICE MILES	41341	38362	45646	125349	97659
PASSENGER PER MILE	0.17	0.20	0.21	0.19	0.17
COSTS					
MONTHLY EXPENSES (Operating Costs)	\$443,305.44	\$390,489.65	\$401,772.01	\$1,235,567.10	\$1,130,685.69
COST PER PASSENGER	\$61.96	\$51.69	\$42.26	\$51.02	\$68.46
COST PER MILE	\$10.72	\$10.18	\$8.80	\$9.86	\$11.58
COST PER HOUR	\$173.96	\$159.87	\$138.28	\$156.48	\$236.80
REVENUE					
FIXED ROUTE/DAR FAREBOX REVENUE	\$25,746.77	\$32,896.92	\$59,973.72	\$118,617.41	\$84,147.69
ADVERTISING SALES	\$0.00	\$13,898.25	\$14,647.00	\$28,545.25	\$47,572.25
AG VAN LEASE	\$0.00	\$0.00	\$0.00	\$0.00	\$11,035.40
TOTAL FAREBOX RATIO	6%	12%	19%	12%	13%
OPERATING COST					
MCOG PERFORMANCE MEASURE					
DIAL-A-RIDE	1165	1211	1576	3952	3802
PASSENGERS PER HOUR /STANDARD 4.5	1.69	1.77	1.97	1.81	2.57
FAREBOX RATIO /STANDARD 10%	6%	10%	12%	9.48%	12.18%
OPERATING COST PER HOUR /STANDARD \$91.70	\$96.34	\$85.79	\$75.29	\$85.81	\$118.55
COST PER PASSENGER /STANDARD \$20.38	\$57.08	\$48.37	\$38.24	\$47.90	\$46.79
SHORT DISTANCE BUS ROUTES*	3662	3867	4867	12396	8667
PASSENGERS PER HOUR /STANDARD 14	4.00	4.39	4.85	4.41	3.83
FAREBOX RATIO /STANDARD 10%	7%	14%	22%	14.62%	14.69%
OPERATING COST PER HOUR /STANDARD \$85.19	\$223.85	\$207.51	\$176.04	\$202.47	\$226.09
COST PER PASSENGER /STANDARD \$6.09	\$53.26	\$44.43	\$36.32	\$44.67	\$58.89
LONG DISTANCE BUS ROUTES**	2328	2477	3065	7870	4047
PASSENGERS PER HOUR /STANDARD 3.2	2.36	2.66	2.78	2.60	1.61
FAREBOX RATIO /STANDARD 10%	4%	10%	17%	10.41%	12.08%
OPERATING COST PER HOUR /STANDARD \$92.18	\$184.21	\$171.82	\$149.64	\$168.56	\$188.11
COST PER PASSENGER /STANDARD \$28.80	\$78.07	\$64.63	\$53.74	\$65.48	\$119.01

* 1 WILLITS LOCAL, 5 BRAGG ABOUT, 7 JITNEY, 9 UKIAH LOCAL, RCRC

** 20 Willits/Ukiah, 60 COASTER, 65/66 CC RIDER, 75 GUALALA/UKIAH, 95 POINT ARENA/SANTA ROSA



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	460	0	5310	3814	1,496	39%
03 - Ukiah - DAR	1068	971	976	961	890	1013	663	647	982	1138	1019	0	10328	7718	2,610	34%
04 - Fort Bragg - DAR	580	572	574	574	548	593	502	564	594	542	571	0	6214	5471	743	14%
05 - BraggAbout	498	484	461	390	409	378	308	391	513	399	486	0	4717	5196	(479)	-9%
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	3766	0	35254	25906	9,348	36%
20 - Willits - Ukiah	966	1085	1336	1382	1189	1089	1149	1350	1590	1292	1330	0	13758	7395	6,363	86%
60 - Coaster	235	251	293	295	266	256	248	234	350	342	358	0	3128	2403	725	30%
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	491	0	4991	0	4,991	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	57	0	463	347	116	33%
75 - M-F Gualala to Ukiah	259	411	522	448	374	406	328	291	447	471	423	0	4380	2566	1,814	71%
95 - Pt. Arena to Santa Rosa	200	183	192	179	204	192	172	191	177	211	260	0	2161	824	1,337	162%
97 - Redwood Coast Regional	86	113	204	180	180	183	74	104	201	201	181	0	1707	0	1,707	0%
Monthly Totals	8209	8182	8731	8650	8041	7864	7155	7555	9508	9114	9402	0	92411	61640	30,771	50%



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%
Monthly Totals	6287	5405	5341	6168	4953	5350	4867	5163	6486	7088	6989	8347	72444	207027	(134,583)	-65%



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	20.91		269.26
05 - BraggAbout	26.90	23.91	22.76	21.67	23.45	21.00	18.20	21.68	23.91	19.00	22.09		244.57
07 - Jitney	0.00	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	159.14		1623.70
20 - Willits - Ukiah	50.00	52.05	68.67	71.76	66.53	51.30	62.00	75.42	72.83	61.52	60.45		692.53
60 - Coaster	50.38	13.41	18.33	17.67	25.53	17.39	25.40	20.32	18.39	16.29	16.27		239.38
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	21.82		491.93
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	19.23		221.04
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	8.95		90.99
Monthly Totals	372.31	338.63	375.28	364.96	367.53	310.87	345.41	368.04	380.69	320.81	328.86	0.00	3873.39



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	66.25		756.70
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	2.75		434.05
74 - Saturday Gualala-Ukiah	15.40	10.75	9.00	10.40	8.25	9.33	6.25	7.75	7.00	10.80	14.25		109.18
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	9.00		62.23
Monthly Totals	132.00	133.50	135.50	137.55	140.00	145.66	102.85	129.75	118.50	94.60	92.25	0.00	1362.16



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	5.40		46.58
Monthly Totals	3.25	3.40	3.50	3.50	4.75	4.33	4.20	3.75	4.75	5.75	5.40	0.00	46.58



Meeting Date: June 21st, 2022

Agenda Item: # C.3

AGENDA SUMMARY REPORT

SUBJECT:

Preliminary Unaudited Financial Statements July 2021 – April 2022

SUMMARY:

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

Revenue of \$4,734,503 is 74.1% of budgeted revenue of \$6,389,846 for the year, with 83.3% of year elapsed.

Expenses of \$4,295,922 are 73.8% of budgeted expenses of \$5,819,293 for the year, with 83.3% of year elapsed.

STAFF RECOMMENDATION:

Accept Unaudited Financial Statements for July 2021 through April 2022.

ATTACHMENTS:

Statement of Net Position as of April 30th, 2022
Statement of Revenues and Expenses July 2021 – April 2022

Mendocino Transit Authority
Statement of Net Position
As of April 30th, 2022

ASSETS

Current Assets

Checking/Savings

101.900 - Cash

101.100 - Cash-Operating

Operating Cash 288,590

LCTOP Operating 165,310

Senior Operating 194,010

Payroll & Benefits Operating 246,740

Total 101.100 - Cash-Operating Total 894,651

101.200 - Cash-Capital

101.202 - Capital Wkg-MUNIS #4100 544,403

101.203 - Cap CALOES -MUNIS #4140 2,370

101.204 - Capital PTMISEA-MUNIS #4230 272,415

101.227 - Cap LCTOP-Umpqua #2776 64,720

Total 101.200 - Cash-Capital 883,908

Total 101.900 - Cash 1,778,559

Total 102.000 - Accounts Receivable 556,491

Other Current Assets

Total 102.300 - Grants Receivable 588,098

Total 102.100 - Accounts Receivable Other 147,673

Total 103.990 - Inventory 20,393

Total 104.199 - Prepaid Expenses Total 27,759

Total 104.200 - Undeposited Funds 5,265

Total Other Current Assets 789,188

Total Current Assets 3,124,237

Fixed Assets

Total 111.900 - Fixed Assets 21,903,366

Total 111.910 - Accumulated Depreciation -13,336,425

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 8,616,234

Other Assets

Total 131.900 - Deferred Outflows of Resource 773,800

Total Other Assets 773,800

TOTAL ASSETS 12,514,271

Mendocino Transit Authority
Statement of Net Position
As of April 30th, 2022

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

Total Accounts Payable 225,306

Total Credit Cards 18,014

Other Current Liabilities

Deferred Grant Revenue 820,227

CalPERS Loan Repayments -19

205.700 - Uncashed Checks 8,862

205.900 - Accruals Total

203.140 - Misc Deductions -603

205.200 - Accrued Payroll 115,813

205.300 - Accrued Retirement 456

205.400 - Accrued Deferred Comp -150

205.500 - Accrued Vacation 151,040

205.600 - Accrued Sick Leave 79,335

Total 205.900 - Accruals Total 345,891

Total Other Current Liabilities 1,174,961

Total Current Liabilities 1,418,280

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 116,799

231.400 - Provision for Cafeteria Plan 11,856

231.500 - Provision for Worker's Comp 199

Total 231.900 - Prov-Restricted Funds 158,299

235.300 - Deferred Inflows of Resource 140,738

235.910 - Pension Liabilities 2,021,316

Total Long Term Liabilities 2,320,353

Total Liabilities 3,738,634

Equity

Total 399.900 - Equity 9,273,818

Net Income -498,180

Total Equity 8,775,638

TOTAL LIABILITIES & EQUITY 12,514,271

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

	TOTAL		
	Jul '21 - Apr '22	Budget	% of Budget
Ordinary Income/Expense			
Income			
411.000 · OPERATING REVENUE.			
401.100 · Fares-Passengers	181,286	460,000	39.4%
413.000 · Redwood Coast Regional Center	61,323	65,000	94.3%
409.200 · Sonoma County Contract	147,673	177,200	83.3%
Total 411.000 · OPERATING REVENUE.	390,282	702,200	55.6%
420.000 · REVENUES FROM OTHER SOURCES			
413.113 · 5311 CARES Assistance	0	650,000	0.0%
406.100 · Advertising Contract	111,228	100,000	111.2%
Total 407.100 · Maintenance Revenue	21,036	49,500	42.5%
407.400 · Investment(Interest) Income	9,074	7,500	121.0%
407.500 · Other - Fuel Rebates, Etc.	9,063	4,000	226.6%
409.100 · Local Transportation Fund (LTF)	2,861,910	3,434,291	83.3%
409.110 · State Transit Assistance (STA)	546,016	455,221	119.9%
422.000 · 5310 Operating Assistance	36,459	0	n/a
413.101 · 5311 Operating Assistance	443,100	552,134	80.3%
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	4,344,222	5,687,646	76.4%
Total Income	4,734,503	6,389,846	74.1%
Expense			
Total 501.100 · WAGES	2,361,718	2,934,832	80.5%
Total 510.000 · BENEFITS	814,091	1,456,831	55.9%
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	2,311	2,750	84.0%
521.700 · Contract IT Services	17,750	30,000	59.2%
503.202 · Legal Counsel	5,121	25,000	20.5%
508.100 · Purch. Trans (Willits DAR)	1,874	2,400	78.1%
523.000 · Marketing	13,918	8,000	174.0%
509.300 · Advertising, Legal Notices	34,613	18,000	192.3%
524.000 · Software Maintenance Fees	33,678	45,000	74.8%
524.200 · Drug & Alcohol Services	5,924	6,000	98.7%
525.000 · Facility Security System	1,048	1,500	69.9%
525.500 · Accident / Incident Payables	2,861	15,000	19.1%
503.200 · Professional & Technical Svcs	123,086	134,380	91.6%
Total 520.000 · SERVICE/USER FEES	243,318	299,730	81.2%
530.000 · MATERIALS & SUPPLIES			
504.110 · Fuel	286,524	400,000	71.6%
504.120 · Tires	31,036	35,000	88.7%
504.115 · Lubrication	10,702	25,000	42.8%
532.500 · Tools	809	1,500	53.9%
Total 504.100 · Vehicle Maint & Repair Parts	17,281	50,000	34.6%
Total 504.200 · Expensed Parts	1,978	2,500	79.1%
504.610 · Shop Supplies	2,577	20,000	12.9%
504.620 · Facilities,Maint & Repair Parts	29,947	35,000	85.6%
504.400 · Office Supplies	23,558	25,000	94.2%
509.200 · Printing (Schedules,brochures)	4,363	7,000	62.3%
536.700 · Computer Programs & Supplies	12,148	4,500	269.9%

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

	TOTAL		
	Jul '21 - Apr '22	Budget	% of Budget
537.000 · Safety & Emergency Supplies	4,929	1,500	328.6%
537.500 · Other Materials & Supplies	9,767	14,000	69.8%
Total 530.000 · MATERIALS & SUPPLIES	435,618	621,000	70.1%
540.000 · UTILITIES.			
541.000 · MTA Base -Water, Sewer & Waste	7,381	15,000	49.2%
541.250 · FB-Water,Sewer, Waste & Propane	4,995	6,000	83.3%
541.500 · Willits-Water, Sewer & Waste	1,641	3,000	54.7%
542.000 · PG&E-Ukiah, Fort Bragg,Willits	10,941	7,600	144.0%
543.000 · TPX- Ukiah Phones / Internet	41,467	42,000	98.7%
543.250 · Comcast-Fort Bragg Phones/Inter	1,124	1,100	102.2%
544.000 · Verizon-Admin / OPS Cellular	15,935	12,000	132.8%
Total 540.000 · UTILITIES.	83,485	86,700	96.3%
Total 560.000 · VEHICLE,CASUALTY & LIABILITY	294,955	360,000	81.9%
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	9,858	16,000	61.6%
502.700 · Travel	33,507	30,000	111.7%
582.250 · Board Expenses	0	500	0.0%
583.000 · Safety Program	10	1,000	1.0%
509.800 · Training	7,679	4,500	170.7%
584.500 · CDL & DOT Physical Expenses	5,052	3,500	144.3%
Total 580.000 · MISCELLANEOUS	56,106	55,500	101.1%
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	4,295,922	5,819,293	73.8%
 Net Income Before Depreciation	 438,581	 570,553	 76.9%
 Depreciation Expense	 936,761		
 Net Income After Depreciation	 -498,180		



Meeting Date: June 21, 2022

Agenda Item: C.4

AGENDA SUMMARY REPORT

SUBJECT:

Discussion and Possible Adoption of Resolution No. 2022-16 Authorizing Remote Teleconference Meetings of the Board of Directors of Mendocino Transit Authority for the period of June 21, 2022, through July 21, 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
- Resolution 2022-02 on January 26, 2022, which authorized virtual Board Meetings through February 26, 2022
- Resolution 2022-03 on February 23, 2022, which authorized virtual Board Meetings through March 23, 2022
- Resolution 2022-06 on March 25, 2022, which authorized virtual Board Meetings through March 30, 2022
- Resolution 2022-07 on March 30, 2022, which authorized virtual Board Meetings through April 27, 2022
- Resolution 2022-13 on April 27, 2022, which authorized virtual Board Meetings through May 27, 2022
- Resolution 2022-15 on May 25, 2022, which authorized virtual Board Meetings through June 25, 2022

STAFF RECOMMENDATION:

Adopt Resolution 2022-16 Authorizing Virtual Board Meetings for the period of June 21, 2022, through July 21, 2022.

ATTACHMENTS:

Resolution 2022-16 Authorizing Remote Teleconference Meetings of the Board of Directors of Mendocino Transit Authority for the period of June 21, 2022, through July 21, 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 June 21, 2022 through July 21, 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) July 21, 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 21st day of June 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Attest:

MTA Board Chair, Saprina Rodriguez



Meeting Date: June 21, 2022

Agenda Item: D.2

AGENDA SUMMARY REPORT

SUBJECT:

Discussion and Possible Adoption of Resolution 2022-17 Adopting the MTA Operations Budget for Fiscal Year 22-23

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 and Advertising Revenue declines.

Included are the Wage tables for Represented and Non-Represented, Non-Managerial.

In accordance with Cal.Gov.Code § 54956, executive level salaries cannot be set at a Special Meeting. Therefore, executive level employee's wage table will be considered at the next Regularly Scheduled Board meeting on July 29, 2022.

STAFF RECOMMENDATION:

Review, approve and adopt Resolution 2022 - 17, FY 2022/23 Operating Budget

ATTACHMENTS

MTA 2022/2023 Operating Budget

Public Transit Service Descriptions

Fiscal Year 2022/2023 Represented and Non-Represented, Non-Managerial Wage Table



MENDOCINO TRANSIT AUTHORITY
RESOLUTION 2022-17
ADOPTION OF FISCAL YEAR 2022-2023
OPERATING BUDGET

WHEREAS, MTA policy calls for the adoption of annual balanced budgets; and

WHEREAS, funds required to balance the budget is adequate, with the use of State Transit Assistance, Local Transportation Assistance and Operating Grants; and

WHEREAS, staff has prepared, and the Board of Directors has reviewed, all details of those budgets.

NOW, THEREFORE, BE IT RESOLVED that the MTA Board of Directors hereby Adopts the Final Fiscal Year 2022-2023 Operating Budget presented to the Board on June 21, 2022, as may be revised at the meeting.

Adoption of this Resolution was moved by Director _____ and seconded by Director _____ at a special meeting of the MTA Board of Directors on June 21, 2022, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Saprina Rodriguez, Chair

Jacob King, Executive Director

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

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 FINAL 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	60,000	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	160,000	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	New employee Maint. Add 1000 -38.46 X26
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	1,496,001	1,667,791	

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

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 FINAL 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	3,500	
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	250,000	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	487,100	

53000	MATERIALS & SUPPLIES CONSUMED						
504.110	Fuel	300,000	224,963	400,000	425,000	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	646,416	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**

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 FINAL 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 FINAL 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	5,825,547	6,862,743	

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

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 FINAL DRAFT BUDGET	ADDITIONAL INFORMATION
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OPERATING REVENUE		FY 2020-2021 FINAL BUDGET	FY2020-2021 ACTUAL AUDITED	FY 2021-2022 FINAL BUDGET	FY 2021-2022 PROJECTED ACTUALS	FY 2022-2023 FINAL 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	-293,517	63,493	REVENUE OVER EXPENSES
-1,081,197	-1,090,000	-1,120,000	Estimated Depreciation
-516,444	-1,383,517	-1,056,507	Net after Depreciation

Mendocino Transit Authority

June 21, 2022

Public Transit Service Descriptions

for fiscal year 2022/2023

Flex/Deviated Routes

Route #	ONE-WAY TRIPS PER DAY		
	Weekdays	Saturdays	Sundays
1 Willits Local	20	none	none

Dial-a-Rides

# Number of Vehicles	OPEN HOURS		
	Weekdays	Saturdays	Sundays
3 Ukiah*	7 am to 6 pm	10 am to 5 pm	closed
2 Fort Bragg	7 am to 6 pm	10 am to 5 pm	closed

* 3rd Ukiah Dial-a-Ride by Demand

Inland & Local Bus Routes

Route #	ONE-WAY TRIPS PER DAY		
	Weekdays	Saturdays	Sundays
5 BraggAbout	12	none	closed
7 Ukiah Jitney	4*	none	closed
9 Ukiah Local	28**	17	closed
20/21 Willits - Redwood Valley - Ukiah	12	none	closed

* 3 other trip provided by Route 20

** 2 additional trips provided by Route 20

Coast Bus Routes

Route #	ONE-WAY TRIPS PER DAY		
	Weekdays	Saturdays	Sundays
60 Fort Bragg - Navarro River	4*	none	none
65 Mendocino - Willits - Santa Rosa	4	2	2
75/74 Gualala - Ukiah	2	2	none
95 Point Arena -Santa Rosa	2	2	2

* Includes 2 weekday trips between Fort Bragg and Mendocino

NON REPRESENTED 22-23

FY 22-23

	Step A	Step B	Step C	Step D	Step E	Step F
*Finance Accountant	28.58	30.01	31.50	33.09	34.73	37.67
Finance Assistant	28.58	30.01	31.50	33.09	34.73	37.67
Reception/Assistant COB	25.71	27.00	28.35	29.77	31.26	32.82
Office Assistant	25.71	27.00	28.35	29.77	31.26	32.82
Executive Assistant	30.31	31.83	33.42	35.09	36.84	38.69
Maintenance Specialist	25.71	27.02	28.35	29.79	31.27	33.90
Operations Supervisor	27.06	29.22	31.56	34.08	36.81	39.76
Operations Supervisor/Instructor	27.70	29.91	32.31	34.89	37.68	40.70

***Title Change Only.**

Fiscal 2022-2023 Represented Wage & Classification Tables

	Step A	Step B	Step C	Step D	Step E
Mechanic	30.15	33.23	34.89	36.64	38.46
Lead Mechanic	33.16	36.56	38.39	40.29	42.33
Mechanic's Helper	23.28	25.68	26.96	28.32	29.73
Shelter Cleaner/Fueler	20.04	22.09	23.21	24.36	25.57
Cleaner	17.44	20.26	21.68	23.10	24.53
	Step A	Step B	Step C	Step D	Step E
Dispatcher	22.55	26.17	27.38	28.67	30.01
Bilingual Dispatcher	25.31	27.75	29.06	30.41	31.86
	Step A	Step B	Step C	Step D	Step E
Transit Vehicle Operator	21.08	23.24	24.40	25.62	26.91
Transit Vehicle Operator - Trainee	19.00 Per hour until solo				



Meeting Date: June 21, 2022

Agenda Item: D.3

SUBJECT:

Discussion and Possible Adoption of Resolution 2022-18 Capital Budget for Fiscal Year 2022-2023

SUMMARY:

Presented is the 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. Due to the likelihood of power outages (PSPS, Wildfire...) we have included three generators for Ukiah, Willits and Fort Bragg to charge the electric bus fleets.

STAFF RECOMMENDATION:

Review, approve and adopt Resolution 2022-18, FY 2022/23 Capital Budget.

ATTACHMENTS:

FY 22/23 Capital Budget



MENDOCINO TRANSIT AUTHORITY
RESOLUTION 2022-18
ADOPTION OF FISCAL YEAR 2022-2023
CAPITAL BUDGET

WHEREAS, MTA policy calls for the adoption of annual balanced budgets; and

WHEREAS, funds required to balance the budget is adequate, with the use of State Transit Assistance and Operating Reserves; and

WHEREAS, staff has prepared, and the Board of Directors has reviewed, all details of those budgets.

NOW, THEREFORE, BE IT RESOLVED that the MTA Board of Directors hereby Adopts the Final Fiscal Year 2022-2023 Capital Budget presented to the Board on June 21, 2022, as may be revised at the meeting.

Adoption of this Resolution was moved by Director _____ and seconded by Director _____ at a regular meeting of the MTA Board of Directors on June 21, 2022, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Saprina Rodriguez, Chair

Jacob King, Executive Director

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	200,000				1,700,000
5339 Low-No Emission Bus/Infrastructure		2,624,655	4,000,000	4,000,000	4,000,000	14,624,655
Projected Federal Fund Totals	1,500,000	2,824,655	4,000,000	4,000,000	4,000,000	16,324,655
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
Transit & Intercity Rail Capital Program(TIRCP)				5,204,500		
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	5,484,500	280,000	7,376,059
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	701,179					701,179
State Transit Assistance STA	200,000					200,000
Projected Local Fund Totals	1,101,179	0	0	0	0	1,101,179
TOTAL REVENUE	3,652,738	3,104,655	4,280,000	9,484,500	4,280,000	24,801,893
Expense	2022/23	2023/24	2024/25	2025/26	2026/27	5 Year Total
Vehicle Acquisition:						
Staff Vehicles		40,000		80,000		120,000
Maintenance Vehicles	110,000					0
Cutaways - Paratransit				570,000	580,000	1,150,000
Cutaways - FR	900,000	310,000	315,000	960,000	650,000	3,135,000
Buses - Medium Duty			550,000	550,000	550,000	1,650,000
Buses - Heavy Duty		1,000,000	3,000,000	3,000,000	2,000,000	9,000,000
Senior Center Vehicles						
Trolley						
Total Vehicle Acquisition	1,010,000	1,350,000	3,865,000	5,160,000	3,780,000	15,055,000
Equipment & Minor Facilities	2022/23	2023/24	2024/25	2025/26	2026/27	5 Year Total
Operations	2,000	9,000	4,000	7,700	4,000	26,700
Vehicle	1,523,300	7,500	7,500	7,500	9,000	1,554,800
Maintenance	323,500	144,500	30,000	16,000	16,000	530,000
Administration	8,700	32,300	8,600	11,500	3,500	64,600
Shelters & Benches	36,200	23,000	4,000	2,700	4,000	69,900
Total Equipment & Minor Facilities	1,893,700	216,300	54,100	45,400	36,500	2,246,000
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		1,500,000				1,500,000
Facilities and solarization and modernization	500,000		677,096	4,280,000		5,457,096
Total Major Facilities	700,000	1,500,000	677,096	4,280,000	0	7,157,096
Total Expense	3,603,700	3,066,300	4,596,196	9,485,400	3,816,500	24,458,096
GAIN/Loss	49,038	38,355	-316,196	-900	463,500	233,797

MTA Five -YearCapital Vehicle Replacement Plan

 = retire and sell
 = 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 Cleaning								
		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								
	Fund	#	Year	Make/Mod		2022/23	2023/24	2024/25	2025/26	2026/27
		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	1
Heavy Duty Bus		1	3	3	2
TOTAL	5	3	5	11	7

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	55,000				
Staff - Mtc Truck (crew)					
Senior Center Mini-Van					
Senior Center Bus					
Dial-A-Ride Bus				285,000	290,000
All Electric Cutaway Bus	300,000	310,000	315,000	320,000	325,000
Medium Duty Diesel			550,000	550,000	550,000
Heavy Duty Bus		1,000,000	1,000,000	1,000,000	1,000,000
Medium Duty Hybrid					
Medium Duty Electric					

TOTAL ANNUAL COST	2022/23	2023/24	2024/25	2025/26	2026/27
Staff - Hybrid AW					
Staff - Electric		40,000		80,000	
Staff - Mtc Van	110,000				
Staff - Mtc Truck (crew)					
Senior Center Mini-Van					
Senior Center Cutaway					
Dial-A-Ride Bus				570,000	580,000
Cutaway Bus	900,000	310,000	315,000	960,000	650,000
Medium Duty Diesel			550,000	550,000	550,000
Heavy Duty Bus		1,000,000	3,000,000	3,000,000	2,000,000
Medium Duty Hybrid					
Medium Duty Electric					
Total Annual Costs	1,010,000	1,350,000	3,865,000	5,160,000	3,780,000

FY 22-23 FIVE-YEAR CAPITAL PLAN

Agenda Item D.3
June 21, 2022

Equipment Purchase Detail

Category

Project	2022/23	2023/24	2024/25	2025/26	2026/27	Five-Year 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	9,000	4,000	7,700	4,000	26,700

Project	2022/23	2023/24	2024/25	2025/26	2026/27	Five-Year Total
Vehicles						
Miscellaneous	2,300	2,500	2,500	2,500	3,000	12,800
Cutaway Transmissions and Engines	5,000	5,000	5,000	5,000	6,000	26,000
Trailer	16,000					16,000
Electronic Fare Box	1,500,000					1,500,000
Parking lot sweeper	50,000					50,000
Vehicles Total	1,573,300	7,500	7,500	7,500	9,000	1,604,800

Project	2022/23	2023/24	2024/25	2025/26	2026/27	Five-Year Total
Maintenance						
Miscellaneous	15,000			3,000	16,000	34,000
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
Willits Office Rehab	20,000					20,000
Alignment Equipment						0
Emmissions Smoke Tester						0
Wash Bay Pumps and Motors		7,000				7,000
Replace Diagnostics Laptop		2,500				2,500
Solar panel cleaner	10,000					10,000
Amperage voltage tester industrial	5,000					5,000
Ukiah 80kw generator Emergency Charge	100,000					100,000
Fort Bragg 50kw generator Emergency Charge	100,000					100,000
Willits 30kw generator Emergency Charge	80,000					80,000
Maintenance Totals	353,500	144,500	30,000	16,000	16,000	560,000

FY 21-22 FIVE-YEAR CAPITAL PLAN

Agenda Item D.3
June 21, 2022

Equipment Purchase Detail

Category

Project	2022/23	2023/24	2024/25	2025/26	2026/27	Five-Year 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	2022/23	2023/24	2024/25	2025/26	2026/27	Five-Year 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
Library Bus Stop Modernization	20,000					20,000
Shelters and Benches Totals	36,200	23,000	4,000	2,700	4,000	69,900

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	
MCO	22/23	Ukiah Solar canopy/Bus Charging Infrastructure	400,000							400,000	400,000
89	22/23	440 Transformer	100,000	5339	100,000						100,000
89	24/25	Finish Design Admin/Ops?Build	677,096		541,677	-	-	33,855		101,564	677,096
89	26/27	Construct Admin/Ops	4,280,000	5339	3,724,000			320,000	96,000	140,000	4,280,000
Total Design & Construction			5,057,096		4,365,677		-	353,855	96,000	641,564	5,057,096

MTA TRANSIT CENTER PROJECT

Cap # FY Project \$ COST				REVENUE SOURCE							TOTAL
				Federal		State		Local			
				Grant	Amount	1B Modern	1B Security	STA - SGR	Cap & Trade	Reserve	
Transit Center Location/Design											
100	22/23	Study	MCOG								
100	24/25	Purchase Property	1,500,000	5339	1,200,000					300,000	1,500,000
100	25/26	Construct Transit Center									
subtotal			1,500,000		1,200,000			0		300,000	1,500,000



Meeting Date: June 21, 2022

Agenda Item: D.4

AGENDA SUMMARY REPORT

SUBJECT:

Discussion and Possible Approval of Policy Section 407 – MTA Paid AFLAC Supplemental Insurance

SUMMARY:

Mendocino Transit Authority would like to offer employees the opportunity to enroll in an MTA paid AFLAC Accident Advantage 24 Hour Accident Including Wellness - Benefit Option 4 – Series A36000 policy with an added \$35,000 accidental death benefit.

This benefit is paid by MTA for employee only. Employees are able to add additional AFLAC policies and coverage for dependents but will pay 100% of the cost of that additional policy. Employees over the age of 64 shall be provided an amount equal to the monthly premium for coverage through MTA's Cash-In-Lieu of Benefits program in accordance with MTA's Section 125 Plan.

The voluntary Accident Supplemental Insurance plan offered through AFLAC provides added protection for expenses related to an accident such as ER visits, hospitalization, physical therapy, or specific injuries are also eligible for benefits under this policy. This plan pays you a lump sum cash benefit when an employee experiences a qualifying event. Other Benefits Included:

- A wellness benefit payable for routine medical exams to encourage early detection and prevention.
- Benefits payable for fractures, dislocations, lacerations, concussions, burns, emergency dental work, eye injuries, and surgical procedures.
- Benefits payable for initial treatment, X-rays, major diagnostic exams, and follow-up treatments.
- Benefits payable for physical, speech, and occupational therapy.
- Daily hospitalization benefits payable for hospital stays, and additional daily benefits paid for stays in a hospital intensive care unit.

STAFF RECOMMENDATION:

Approve Policy Section 407 - MTA Paid AFLAC Supplemental Insurance and authorize staff to make this benefit available to MTA employees beginning 07/01/2022.

ATTACHMENTS:

1. Draft Policy Section 407
2. AFLAC Accident Advantage Informational Brochure
3. AFLAC Accident Advantage Rates

Draft Policy Section 407 – MTA Paid AFLAC Accident Advantage 24 Hour Accident Including Wellness - Benefit Option 4 – Series A36000

Mendocino Transit Authority offers employees the opportunity to enroll in AFLAC Accident Advantage 24 Hour Accident Including Wellness - Benefit Option 4 – Series A36000 policy with an added \$35,000 death benefit. MTA provides the cost of premiums for employee only coverage. Employees may add additional AFLAC policies and coverage for dependents but will be responsible for 100% of the cost of any additional policies. Employees over the age of 64 shall be provided an amount equal to the monthly premium for coverage through MTA's Cash-In-Lieu of Benefits program in accordance with MTA's Section 125 Plan. For example: 2022 CIL amount is \$16.26 per pay period, which is the cost of the employer paid AFLAC coverage premium contribution. Employees over 64 may add coverage at their expense for dependents under 64.

Rate sheet prepared by Web User on 6/9/2022 4:40:24 PM.
California Payroll Premium rates are Biweekly for industry Class B.

The rates shown on this insert page are for illustration purposes only; they do not imply coverage.
For more information about policy/plan benefits and limitations, please refer to the accompanying
product brochure for each insurance policy/plan listed below.

**Accident Advantage - 24-Hour ACCIDENT INCLUDING WELLNESS BENEFIT OPTION 4 - Series
A36000**

	Premium	Accidental Death*	Total
18-64 INDIVIDUAL	\$14.28	\$1.98	\$16.26
18-64 NAMED INSURED/SPOUSE	\$19.02	\$2.76	\$21.78
18-64 ONE-PARENT FAMILY	\$22.14	\$2.22	\$24.36
18-64 TWO-PARENT FAMILY	\$27.90	\$3.12	\$31.02

Accidental Death*: Accidental Death Benefit Rider (Series A-36050) Premium (Available for ages 18-70)

Rate sheet prepared by Web User on 6/9/2022 4:41:07 PM.
California Payroll Premium rates are Monthly for industry Class B.

The rates shown on this insert page are for illustration purposes only; they do not imply coverage.
For more information about policy/plan benefits and limitations, please refer to the accompanying
product brochure for each insurance policy/plan listed below.

**Accident Advantage - 24-Hour ACCIDENT INCLUDING WELLNESS BENEFIT OPTION 4 - Series
A36000**

	Premium	Accidental Death*	Total
18-64 INDIVIDUAL	\$30.94	\$4.29	\$35.23
18-64 NAMED INSURED/SPOUSE	\$41.21	\$5.98	\$47.19
18-64 ONE-PARENT FAMILY	\$47.97	\$4.81	\$52.78
18-64 TWO-PARENT FAMILY	\$60.45	\$6.76	\$67.21

Accidental Death*: Accidental Death Benefit Rider (Series A-36050) Premium (Available for ages 18-70)

Rate sheet prepared by Web User on 6/9/2022 4:41:31 PM.
California Payroll Premium rates are Annual for industry Class B.

The rates shown on this insert page are for illustration purposes only; they do not imply coverage.
For more information about policy/plan benefits and limitations, please refer to the accompanying
product brochure for each insurance policy/plan listed below.

**Accident Advantage - 24-Hour ACCIDENT INCLUDING WELLNESS BENEFIT OPTION 4 - Series
A36000**

	Premium	Accidental Death*	Total
18-64 INDIVIDUAL	\$371.28	\$51.48	\$422.76
18-64 NAMED INSURED/SPOUSE	\$494.52	\$71.76	\$566.28
18-64 ONE-PARENT FAMILY	\$575.64	\$57.72	\$633.36
18-64 TWO-PARENT FAMILY	\$725.40	\$81.12	\$806.52

Accidental Death*: Accidental Death Benefit Rider (Series A-36050) Premium (Available for ages 18-70)

Aflac Accident Advantage

ACCIDENTAL MEANS-ONLY INSURANCE
WITH A WELLNESS BENEFIT – OPTION 4

We've been dedicated to helping provide
peace of mind and financial security
for more than 60 years.



**THE POLICY IS DESIGNED TO SUPPLEMENT A MAJOR
MEDICAL PROGRAM. IT DOES NOT CONSTITUTE
COMPREHENSIVE HEALTH INSURANCE COVERAGE
AND DOES NOT SATISFY THE REQUIREMENT OF
MINIMUM ESSENTIAL COVERAGE UNDER THE
AFFORDABLE CARE ACT.**



AFLAC ACCIDENT ADVANTAGE

ACCIDENTAL MEANS-ONLY INSURANCE WITH A WELLNESS BENEFIT – OPTION 4

Policy Series A36000



Be Prepared for Life's Unexpected Mishaps

Accidents can happen at any time. You could suffer an accidental injury while you are working around the house or walking into work. Or your child may get injured at basketball practice. When an accident happens, it can be costly. Even with major medical insurance, there may be out-of-pocket expenses that you'll have to pay.

In the event of an unexpected injury, Aflac can help protect your personal finances. We provide individuals and families affordable insurance that helps with expenses that may not be covered by major medical insurance. Aflac pays cash benefits directly to you (unless otherwise assigned), so you can use the cash for anything you want. Which means uncovered medical expenses won't break the bank if you are injured.

And since we can process your claim quickly, Aflac helps give you the peace of mind knowing you can spend more time recovering and less time worrying about bills.



Understand the difference Aflac can make in your financial security.

Aflac pays cash benefits for covered accidental injuries directly to you, unless assigned. Your own peace of mind and the assurance that your family will have help financially are powerful reasons to consider Aflac.

The financial impact of an accident is often surprising. Most people have expenses after an accident they never thought of before. From out-of-pocket medical costs to a temporary loss of income, your finances may be strained. If you or a family member suffered an accidental injury, can your finances handle it?

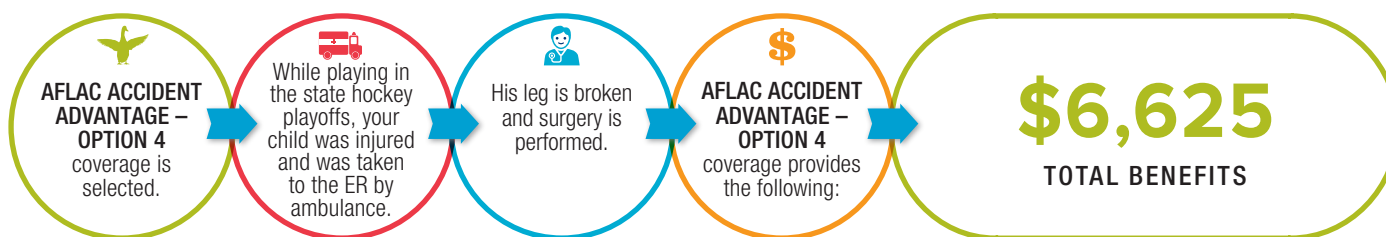
What does the Aflac Accident Advantage policy include?

- A wellness benefit payable for routine medical exams to encourage early detection and prevention.
- Benefits payable for fractures, dislocations, lacerations, concussions, burns, emergency dental work, eye injuries, and surgical procedures.
- Benefits payable for initial treatment, X-rays, major diagnostic exams, and follow-up treatments.
- Benefits payable for physical, speech, and occupational therapy.
- Daily hospitalization benefits payable for hospital stays, and additional daily benefits paid for stays in a hospital intensive care unit.

Why Aflac Accident Advantage may be the right choice for you:

- No underwriting questions to answer¹
- No coordination of benefits—we pay regardless of any other insurance you may have
- No network restrictions—you choose your own health care provider
- Portable—take the plan with you if you change jobs or retire
- 24-hour accident insurance

How it works



The above example is based on a scenario for the Aflac Accident Advantage – Option 4 that includes the following benefit conditions: Ambulance Benefit of \$250 (ground ambulance transportation); Accident Treatment Benefit of \$205 (hospital emergency room treatment with X-rays); Accident Specific-Sum Injuries Benefit of \$2,000 (fractured leg {femur}—open reduction under anesthesia); Initial Accident Hospitalization Benefit of \$1,500; Accident Hospital Confinement Benefit of \$300 (hospitalized for 1 day); Major Diagnostic and Imaging Exams Benefit of \$250 (CT scan); Appliances Benefit of \$350 (wheelchair); Therapy Benefit of \$360 (9 physical therapy treatments); Accident Follow-Up Treatment Benefit of \$240 (6 follow-up treatments); Family Support Benefit of \$20 (hospitalized for 1 day); Family Lodging Benefit of \$150 (hospital and motel/hotel more than 50 miles from residence); and Organized Sporting Activity Benefit of \$1,000.

Benefits and/or premium may vary based on state and benefit option selected. The policy has limitations and exclusions that may affect benefits payable. Riders are available for an additional cost. For costs and complete details of the coverage, contact your Aflac insurance agent/producer. This brochure is for illustrative purposes only. Refer to the outline of coverage and policy for complete benefit details, definitions, limitations and exclusions.

¹Association and associate-only accounts have one underwriting question.

AFLAC ACCIDENT ADVANTAGE – OPTION 4 BENEFIT OVERVIEW

BENEFIT NAME	BENEFIT AMOUNT																
INITIAL ACCIDENT HOSPITALIZATION BENEFIT	\$1,500 when admitted for a hospital confinement of at least 18 hours or \$2,500 when admitted directly to an intensive care unit of a hospital for a covered accident, per calendar year, per covered person																
ACCIDENT HOSPITAL CONFINEMENT BENEFIT	\$300 per day, up to 365 days per covered accident, per covered person																
INTENSIVE CARE UNIT CONFINEMENT BENEFIT	Additional \$500 per day for up to 15 days, per covered accident, per covered person																
ACCIDENT TREATMENT BENEFIT	Payable once per 24-hour period and only once per covered accident, per covered person Hospital emergency room with X-ray: \$205 Hospital emergency room without X-ray: \$175 Office or facility (other than a hospital emergency room) with X-ray: \$155 Office or facility (other than a hospital emergency room) without X-ray: \$125																
AMBULANCE BENEFIT	\$250 ground ambulance transportation or \$1,875 air ambulance transportation																
BLOOD/PLASMA/PLATELETS BENEFIT	\$300 once per covered accident, per covered person																
MAJOR DIAGNOSTIC AND IMAGING EXAMS BENEFIT	\$250 per calendar year, per covered person																
ACCIDENT FOLLOW-UP TREATMENT BENEFIT	\$40 for one treatment per day (up to a max of 6 treatments), per covered accident, per covered person																
THERAPY BENEFIT	\$40 for one treatment per day (up to a max of 10 treatments), per covered accident, per covered person																
APPLIANCES BENEFIT	Benefits are payable for the medical appliances listed below: <div>Back brace: \$350 Wheelchair: \$350 Walker: \$120 Body jacket: \$350 Leg brace: \$150 Walking boot: \$120 Knee scooter: \$350 Crutches: \$120 Cane: \$25</div> Payable once per covered accident, per covered person																
PROSTHESIS BENEFIT	\$1,000 once per covered accident, per covered person																
PROSTHESIS REPAIR OR REPLACEMENT BENEFIT	\$1,000 once per covered person, per lifetime																
REHABILITATION FACILITY BENEFIT	\$200 per day																
HOME MODIFICATION BENEFIT	\$4,000 once per covered accident, per covered person																
ACCIDENT SPECIFIC-SUM INJURIES BENEFITS	<div>Pays benefits for the treatments listed below:<div><div>DISLOCATIONS.....\$120–\$4,500 BURNS\$135–\$13,000 SKIN GRAFTS 50% of the burns benefit amount paid for the burn involved EYE INJURIES Surgical repair.....\$350 Removal of foreign body by a physician .. \$75 LACERATIONS Not requiring sutures\$40 Less than 5 centimeters\$90 At least 5 cm but not more than 15 cm . \$300 Over 15 centimeters\$600 FRACTURES\$150–\$4,000 CONCUSSION (brain).....\$150</div><div>EMERGENCY DENTAL WORK Broken tooth repaired with crown\$500 Broken tooth resulting in extraction\$160 COMA\$12,500 PARALYSIS Quadriplegia\$12,500 Paraplegia.....\$6,250 Hemiplegia.....\$4,750 SURGICAL PROCEDURES\$250–\$1,500 MISCELLANEOUS SURGICAL PROCEDURES.....\$140–\$350 PAIN MANAGEMENT (NON-SURGICAL) Epidural.....\$100</div></div></div>																
ACCIDENTAL-DEATH BENEFIT	<table><tr><td></td><td>Common-Carrier Accident</td><td>Other Accident</td><td>Hazardous Activity Accident</td></tr><tr><td>INSURED</td><td>\$200,000</td><td>\$50,000</td><td>\$10,000</td></tr><tr><td>SPOUSE</td><td>\$200,000</td><td>\$50,000</td><td>\$10,000</td></tr><tr><td>CHILD</td><td>\$30,000</td><td>\$15,000</td><td>\$5,000</td></tr></table>		Common-Carrier Accident	Other Accident	Hazardous Activity Accident	INSURED	\$200,000	\$50,000	\$10,000	SPOUSE	\$200,000	\$50,000	\$10,000	CHILD	\$30,000	\$15,000	\$5,000
	Common-Carrier Accident	Other Accident	Hazardous Activity Accident														
INSURED	\$200,000	\$50,000	\$10,000														
SPOUSE	\$200,000	\$50,000	\$10,000														
CHILD	\$30,000	\$15,000	\$5,000														
ACCIDENTAL-DISEMEMBERMENT BENEFIT	\$300–\$50,000																
WELLNESS BENEFIT	\$60 once per calendar year																
FAMILY SUPPORT BENEFIT	\$20 per day (up to 30 days), per covered accident																
ORGANIZED SPORTING ACTIVITY BENEFIT	Additional 25% of the benefits payable, limited to \$1,000 per policy, per calendar year																
CONTINUATION OF COVERAGE BENEFIT	Waives all monthly premiums for up to two months, if conditions are met																
TRANSPORTATION BENEFIT	\$700 per round trip, up to 3 round trips per calendar year, per covered person																
FAMILY LODGING BENEFIT	\$150 per night, up to 30 days per covered accident																

ACCIDENTAL MEANS- ONLY COVERAGE WITH A WELLNESS BENEFIT

American Family Life Assurance Company of Columbus
(herein referred to as Aflac)
Worldwide Headquarters • 1932 Wynnton Road Columbus, Georgia 31999
1.800.99.AFLAC (1.800.992.3522)

This is a supplement to health insurance. It is not a substitute for essential health benefits
or minimum essential coverage as defined in federal law.

ACCIDENTAL MEANS-ONLY COVERAGE
WITH A WELLNESS BENEFIT

THE POLICY PROVIDES LIMITED BENEFITS.

BENEFITS PROVIDED ARE SUPPLEMENTAL
AND NOT INTENDED TO COVER ALL MEDICAL EXPENSES.

OUTLINE OF COVERAGE

This IS NOT A MEDICARE SUPPLEMENT policy. If you are eligible for Medicare, review the *Guide to Health Insurance for People With Medicare* available from Aflac.

- (1) **Read Your Policy Carefully.** This outline of coverage provides a very brief description of the important features of the coverage. This is not the insurance contract and only the actual policy provisions will control. The policy itself sets forth in detail the rights and obligations of both you and Aflac. It is, therefore, important that you READ YOUR POLICY CAREFULLY!
- (2) Accident-Only coverage is designed to provide, to persons insured, coverage for certain losses resulting from a covered accident ONLY, subject to any limitations contained in the policy. **Coverage is not provided for basic hospital, basic medical-surgical, or major medical expenses.**
- (3) **Benefits.** Aflac will pay the following benefits as applicable if a Covered Person's Accidental-Death, Dismemberment, or Accidental Injury is caused by a covered accident that occurs on or off the job. A covered Accidental-Death, Dismemberment, or Accidental Injury must also occur while coverage is in force and is subject to the Limitations and Exclusions. Treatment or confinement in a U.S. government Hospital does not require a charge for benefits to be payable.

HOSPITAL BENEFITS:

INITIAL ACCIDENT HOSPITALIZATION BENEFIT: Aflac will pay \$1,500 when a Covered Person is admitted for a Hospital Confinement of at least 18 hours for treatment of Accidental Injuries sustained in a covered accident or Aflac will pay \$2,500 if a Covered Person is admitted directly to an Intensive Care Unit of a Hospital for treatment for Accidental Injuries sustained in a covered accident. This benefit is payable only once per Period of Hospital Confinement (including Intensive Care Unit confinement) and only once per Calendar Year, per Covered Person. Hospital Confinements must start within 30 days of the accident.

ACCIDENT HOSPITAL CONFINEMENT BENEFIT: Aflac will pay \$300 per day when a Covered Person is admitted for a Hospital Confinement of at least 18 hours for treatment of Accidental Injuries sustained in a covered accident. Aflac will

pay this benefit up to 365 days per covered accident, per Covered Person. Hospital Confinements must start within 30 days of the accident. **The Accident Hospital Confinement Benefit and the Rehabilitation Facility Benefit will not be paid on the same day. The highest eligible benefit will be paid.**

INTENSIVE CARE UNIT CONFINEMENT BENEFIT: Aflac will pay an additional \$500 for each day a Covered Person receives the Accident Hospital Confinement Benefit and is confined and charged for a room in an Intensive Care Unit for treatment of Accidental Injuries sustained in a covered accident. This Intensive Care Unit Confinement Benefit is payable for up to 15 days per covered accident, per Covered Person. Hospital Confinements must start within 30 days of the accident.

SERVICE BENEFITS:

ACCIDENT TREATMENT BENEFIT: Aflac will pay the applicable amount shown below when a Covered Person receives treatment for Accidental Injuries sustained in a covered accident. This benefit is payable for treatment received under the care of a Physician at a(n):

Hospital Emergency Room with X-Ray	\$205
Hospital Emergency Room without X-Ray	\$175
Office or facility (other than a Hospital Emergency Room) with X-Ray	\$155
Office or facility (other than a Hospital Emergency Room) without X-Ray	\$125

Treatment must be received within 72 hours of the accident for benefits to be payable. This benefit is payable once per 24-hour period and only once per covered accident, per Covered Person.

AMBULANCE BENEFIT: Aflac will pay \$250 when a Covered Person requires ambulance transportation to a Hospital for Accidental Injuries sustained in a covered accident. Ambulance transportation must be within 72 hours of the covered accident. Aflac will pay \$1,875 when a Covered Person requires transportation provided by an air ambulance for Accidental Injuries sustained in a covered accident. A licensed professional ambulance company must provide the ambulance service. If the provider of service does not receive payment for services provided from any other source, and provided the benefit under this policy has not been paid, we will directly reimburse such provider of service.

BLOOD/PLASMA/PLATELETS BENEFIT: Aflac will pay \$300 when a Covered Person receives blood/plasma and/or platelets for the treatment of Accidental Injuries sustained in a covered accident. This benefit does not pay for immunoglobulins and is payable only one time per covered accident, per Covered Person.

MAJOR DIAGNOSTIC AND IMAGING EXAMS BENEFIT: Aflac will pay \$250 when a Covered Person requires one of the following exams for Accidental Injuries sustained in a covered accident and a charge is incurred: computerized tomography (CT scan), computerized axial tomography (CAT), magnetic resonance imaging (MRI), or electroencephalography (EEG). These exams must be performed in a Hospital, Medical Diagnostic Imaging Center, a Physician's office, or an Ambulatory Surgical Center. This benefit is limited to one payment per Calendar Year, per Covered Person. No lifetime maximum.

AFTER CARE SERVICES:

ACCIDENT FOLLOW-UP TREATMENT BENEFIT: Aflac will pay \$40 per day when a Covered Person receives treatment for Accidental Injuries sustained in a covered accident and later requires additional treatment over and above treatment administered in the first 72 hours following the accident. Aflac will pay for one treatment per day for up to a maximum of six treatments per covered accident, per Covered Person. The treatment must begin within 30 days of the covered accident or discharge from the Hospital. Treatments must be received under the care of a Physician. This benefit is payable for acupuncture when furnished by a licensed certified acupuncturist. **The Accident Follow-Up Benefit is not payable for the same days that the Therapy Benefit is paid.**

THERAPY BENEFIT: Aflac will pay \$40 per therapy treatment when a Covered Person receives treatment for Accidental Injuries sustained in a covered accident and later a Physician advises the Covered Person to seek treatment from a licensed Occupational, Physical, or Speech Therapist. Occupational, physical, or speech therapy must be for Accidental Injuries sustained in a covered accident and must start within 30 days of the covered accident or discharge from the Hospital. Aflac will pay for one treatment per day for up to a maximum of ten

treatments per covered accident, per Covered Person. The treatment must take place within six months after the accident. **The Therapy Benefit is not payable for the same days that the Accident Follow-Up Treatment Benefit is paid.**

APPLIANCES BENEFIT: Aflac will pay the applicable amount shown below when a Covered Person receives a medical appliance, prescribed by a Physician, as an aid in personal locomotion, for Accidental Injuries sustained in a covered accident. Benefits are payable for the following types of appliances:

Back brace	\$350
Body jacket	\$350
Knee scooter	\$350
Wheelchair	\$350
Leg brace	\$150
Crutches	\$120
Walker	\$120
Walking boot	\$120
Cane	\$25

This benefit is payable once per covered accident, per Covered Person.

PROSTHESIS BENEFIT: Aflac will pay \$1,000 when a Covered Person receives a Prosthetic Device, prescribed by a Physician, as a result of Accidental Injuries sustained in a covered accident. This benefit is not payable for repair or replacement of Prosthetic Devices, hearing aids, wigs, or dental aids to include false teeth. This benefit is payable once per covered accident, per Covered Person.

PROSTHESIS REPAIR OR REPLACEMENT BENEFIT: Aflac will pay \$1,000 when:

1. a Covered Person requires replacement of an existing Prosthetic Device for which benefits were previously paid under the Prosthesis Benefit. The replacement must occur 36 months or more after any previously paid Prosthesis Benefit, or
2. a Covered Person sustains damages, as a result of Accidental Injuries sustained in a covered accident, which require repair or replacement of an existing Prosthetic Device.

This benefit is not payable for hearing aids, wigs, or dental aids to include false teeth. This benefit is payable once per Covered Person, per lifetime.

REHABILITATION FACILITY BENEFIT: Aflac will pay \$200 per day when a Covered Person is admitted for a Hospital Confinement and is transferred to a bed in a Rehabilitation Facility for treatment of Accidental Injuries sustained in a covered accident and a charge is incurred. This benefit is

limited to 30 days for each Covered Person per Period of Hospital Confinement and is limited to a Calendar Year maximum of 60 days. No lifetime maximum. **The Rehabilitation Facility Benefit will not be payable for the same days that the Accident Hospital Confinement Benefit is paid. The highest eligible benefit will be paid.**

HOME MODIFICATION BENEFIT: Aflac will pay \$4,000 for a home modification aid when a Covered Person suffers a Catastrophic Loss in a covered accident. This benefit is payable once per covered accident, per Covered Person.

ACCIDENT SPECIFIC-SUM INJURIES BENEFITS: When a Covered Person receives treatment under the care of a Physician for Accidental Injuries sustained in a covered accident, Aflac will pay specified benefits ranging from \$40–\$13,000 for dislocations, burns, skin grafts, eye injuries, lacerations, fractures, concussion, emergency dental work, coma, paralysis, surgical procedures, miscellaneous surgical procedures and pain management. See policy for specific amounts payable.

ACCIDENTAL-DEATH & DISMEMBERMENT BENEFITS:

ACCIDENTAL-DEATH BENEFIT: Aflac will pay the applicable lump-sum benefit indicated below for an Accidental-Death. Accidental-Death must occur as a result of an Accidental Injury sustained in a covered accident and must occur within 90 days of such accident.

Named Insured or Spouse-

Common-Carrier Accident	\$200,000
Other Accident	\$50,000
Hazardous Activity Accident	\$10,000

Child-

Common-Carrier Accident	\$30,000
Other Accident	\$15,000
Hazardous Activity Accident	\$5,000

Aflac will pay an additional 25 percent of the Accidental-Death Benefit when two or more Accidental-Deaths occur in the same covered accident. Accidental-Death must occur as a result of an Accidental Injury sustained in a covered accident and must occur within 90 days of such accident.

In the event of the Accidental-Death of a covered Spouse or Dependent Child, Aflac will pay you the applicable lump-sum benefit indicated above. If you are disqualified from receiving the benefit by operation of law, then the benefit will be paid to the deceased Covered Person's estate unless Aflac has paid the benefit before receiving notice of your disqualification.

In the event of your Accidental-Death, Aflac will pay the applicable lump-sum benefit indicated above for your Accidental-Death to the beneficiary named in the application for the policy unless you subsequently changed your beneficiary. If

you changed your beneficiary, then Aflac will pay this benefit to the beneficiary named in your last change of beneficiary request of record. If any beneficiary is a minor child, then any benefits payable to such minor beneficiary will not be paid until a guardian for the financial estate of the minor is appointed by the court or such beneficiary reaches the age of majority as defined by applicable state law. If any beneficiary is disqualified from receiving the benefit by operation of law, then the benefit will be paid as though that beneficiary died before you unless Aflac has paid the benefit before receiving notice of the beneficiary's disqualification. If a beneficiary dies before you do, the interest of that beneficiary terminates. If a beneficiary does not survive you by 15 days, then the benefit will be paid as though the beneficiary died before you unless Aflac has paid the benefit before receiving notice of the beneficiary's death. If no beneficiary survives you, Aflac will pay the benefit to your estate.

ACCIDENTAL-DISEMBEUREMENT BENEFIT: Aflac will pay the applicable lump-sum benefit indicated below for Dismemberment. Dismemberment must occur as a result of an Accidental Injury sustained in a covered accident and must occur within 90 days of such accident. If a Covered Person does not qualify for the Accidental-Dismemberment Benefit but loses (with or without reattachment) at least one joint of a finger or toe, other than the first interphalangeal joint, we will pay the Partial Dismemberment Benefit.

Named Insured or Spouse-

Dismemberment or complete loss of, with or without reattachment:

Both arms and both legs	\$50,000
Two eyes, feet, hands, arms or legs	\$50,000
One eye, foot, hand, arm, or leg	\$10,000
One or more fingers and/or one or more toes	\$2,000

Partial Dismemberment of finger or toe

\$700

Child-

Dismemberment or complete loss of, with or without reattachment:

Both arms and both legs	\$15,000
Two eyes, feet, hands, arms or legs	\$15,000
One eye, foot, hand, arm, or leg	\$5,000
One or more fingers and/or one or more toes	\$625

Partial Dismemberment of finger or toe

\$300

Only the highest single benefit per Covered Person will be paid for Dismemberment. Benefits will be paid only once per

Covered Person, per covered accident. If death and Dismemberment result from the same accident, only the Accidental-Death Benefit will be paid.

ADDITIONAL BENEFITS:

WELLNESS BENEFIT (a preventive benefit; the Accidental-Death, Dismemberment, or Accidental Injury of a Covered Person is not required for this benefit to be payable): Aflac will pay \$60 if you or any one Covered Person undergoes routine examinations or other preventive testing during the Calendar Year. Services covered are annual physical examinations, dental examinations, mammograms, Pap smears, eye examinations, immunizations, flexible sigmoidoscopies, ultrasounds, prostate-specific antigen tests (PSAs), blood screenings, and any generally medically accepted cancer screening test. This benefit is payable only once per policy, per Calendar Year. Service must be under the supervision of or recommended by a Physician, received while your policy is in force, and a charge must be incurred.

FAMILY SUPPORT BENEFIT: Aflac will pay \$20 for each day a Covered Person qualifies for benefits under the Accident Hospital Confinement Benefit. Aflac will pay this benefit up to 30 days per covered accident.

ORGANIZED SPORTING ACTIVITY BENEFIT: Aflac will pay an additional 25 percent of the benefits payable when a Covered Person receives treatment for Accidental Injuries sustained in a covered accident while participating in an Organized Sporting Activity. This benefit is not payable for Accidental Injuries that are caused by or occur as a result of a Covered Person's participating in any sport or sporting activity for wage, compensation, or profit, including officiating or coaching; or racing any type vehicle in an organized event. This benefit is limited to \$1,000 per policy, per Calendar Year.

CONTINUATION OF COVERAGE BENEFIT: Aflac will waive all monthly premiums due for the policy and riders, if any, for up to two months if you meet all of the following conditions:

1. Your policy has been in force for at least six months;
2. We have received premiums for at least six consecutive months;
3. Your premiums have been paid through payroll deduction and you leave your employer for any reason;
4. You or your employer notifies us in writing within 30 days of the date your premium payments cease because of your leaving employment; and
5. You re-establish premium payments through:
 - (a) your new employer's payroll deduction process or
 - (b) direct payment to Aflac.

You will again become eligible to receive this benefit after:

1. You re-establish your premium payments through payroll deduction for a period of at least six months, and
2. We receive premiums for at least six consecutive months.

“Payroll deduction” means your premium is remitted to Aflac for you by your employer through a payroll deduction process.

TRANSPORTATION BENEFIT: Aflac will pay \$700 per round trip to a Hospital when a Covered Person requires Hospital Confinement for medical treatment due to an Accidental Injury sustained in a covered accident.

Aflac will also pay \$700 per round trip when a covered Dependent Child requires Hospital Confinement for medical treatment due to an Accidental Injury sustained in a covered accident if commercial travel (plane, train, or bus) is necessary and such Dependent Child is accompanied by any Extended Family member.

This benefit is not payable for transportation to any Hospital located within a 50-mile radius of the site of the accident or residence of the Covered Person. The local attending Physician must prescribe the treatment requiring Hospital Confinement, and the treatment must not be available locally. This benefit is payable for up to three round trips per Calendar Year, per Covered Person. This benefit is not payable for transportation by ambulance or air ambulance to the Hospital.

FAMILY LODGING BENEFIT: Aflac will pay \$150 per night for one motel/hotel room for a member(s) of the Extended Family that accompanies a Covered Person who is admitted for a Hospital Confinement for the treatment of Accidental Injuries sustained in a covered accident. This benefit is payable only during the same period of time the injured Covered Person is confined to the Hospital. The Hospital and motel/hotel must be more than 50 miles from the residence of the Covered Person. This benefit is limited to one motel/hotel room per night and is payable up to 30 days per covered accident.

(4) Optional Benefit

Additional Accidental-Death Benefit Rider:
(Series A36050) Applied For: ☐Yes ☐No

EXCEPTIONS, REDUCTIONS AND LIMITATIONS OF THE RIDER:
Aflac will not pay benefits under the rider for an Accidental-Death that is caused by or occurs as a result of a Hazardous Activity Accident. Refer to your policy for additional Limitations and Exclusions.

ACCIDENTAL-DEATH BENEFIT: Aflac will pay the applicable lump-sum benefit indicated below for an Accidental-Death. Accidental-Death must occur as a result of an Accidental Injury sustained in a covered accident and must occur within 90 days of such accident.

	<u>Named Insured</u>	<u>Spouse</u>	<u>Child</u>
Common-Carrier Accident	\$35,000	\$35,000	\$7,000
Other Accident	35,000	35,000	7,000

Aflac will pay an additional 25 percent of the Accidental-Death Benefit when two or more Accidental-Deaths occur in the same covered accident. Accidental-Death must occur as a result of an Accidental Injury sustained in a covered accident and must occur within 90 days of such accident.

In the event of the Accidental-Death of a covered Spouse, Domestic Partner, or Dependent Child, Aflac will pay you the applicable lump-sum benefit indicated above. If you are disqualified from receiving the benefit by operation of law, then the benefit will be paid to the deceased Covered Person's estate unless Aflac has paid the benefit before receiving notice of your disqualification.

In the event of your Accidental-Death, Aflac will pay the applicable lump-sum benefit indicated above for your Accidental-Death to the beneficiary named in the application for the policy unless you subsequently changed your beneficiary. If you changed your beneficiary, then Aflac will pay this benefit to the beneficiary named in your last change of beneficiary request of record. If any beneficiary is a minor child, then any benefits payable to such minor beneficiary will not be paid until a guardian for the financial estate of the minor is appointed by the court or such beneficiary reaches the age of majority as defined by applicable state law. If any beneficiary is disqualified from receiving the benefit by operation of law, then the benefit will be paid as though that beneficiary died before you unless Aflac has paid the benefit before receiving notice of the beneficiary's disqualification. If a beneficiary dies before you do, the interest of that beneficiary terminates. If a beneficiary does not survive you by 15 days, then the benefit will be paid as though the beneficiary died before you unless Aflac has paid the benefit before receiving notice of the beneficiary's death. If no beneficiary survives you, Aflac will pay the benefit to your estate.

The rider will terminate upon the earlier of the termination of the policy to which it is attached, your failure to pay premiums for the rider, or your death.

(5) Exceptions, Reductions and Limitations of the Policy:

Aflac will not pay benefits for services rendered by you or a member of the Extended Family of a Covered Person.

For any benefit to be payable, the Accidental Injury, treatment, or loss must occur on or after the Effective Date of coverage and while coverage is in force.

Aflac will not pay benefits for treatment or loss due to Sickness including (1) any bacterial, viral, or microorganism infection or infestation or any condition resulting from insect, arachnid, or other arthropod bites or stings; or (2) an error, mishap, or malpractice during medical, diagnostic, or surgical treatment or procedure for any Sickness.

Aflac will not pay benefits whenever a policyholder is determined to be a Specially Designated National or Blocked Person as defined by the Office of Foreign Assets Control (OFAC). Aflac will periodically check all policyholders against the list published by OFAC. If a policyholder is listed as a Specially Designated National or Blocked Person, the policy will be suspended and reported to OFAC.

Aflac will not pay benefits whenever fraud is committed in making a claim under the coverage with intent to deceive.

Aflac will not pay benefits for an Accidental Injury, treatment, or loss that is caused by or occurs as a result of a Covered Person's:

- Being exposed to war or any act of war, declared or undeclared, or actively serving in any of the armed forces or units auxiliary thereto, including the National Guard or Reserve;
- Being intoxicated or under the influence of alcohol, drugs, or any narcotic, unless administered on the advice of a Physician and taken according to the Physician's instructions (the term "intoxicated" refers to that condition as defined by the law of the jurisdiction in which the cause of the loss occurred);
- Being under the influence of any controlled substance (unless administered on the advice of a Physician and taken according to the Physician's instructions) or using hallucinatory drugs, or voluntary inhalation of gas;
- Participating in, or attempting to participate in, an illegal activity that is defined as a felony ("felony" is as defined by the law of the jurisdiction in which the activity takes place);
- Intentionally self-inflicting a bodily injury, or committing or attempting suicide, while sane or insane;
- Having cosmetic surgery or other elective procedures; or
- Having dental treatment except as a result of Accidental Injury.

(6) Renewability. The policy is guaranteed-renewable for your lifetime by the timely payment of premiums at the rate in effect at the beginning of each term, except that we may discontinue or terminate the policy if you have performed an act or practice that constitutes fraud, or have made an intentional misrepresentation of material fact, relating in any way to the policy, including claims for benefits under the policy. Premium rates may be changed only if changed on all policies of the same form number and class in force in your state.

(7) Premiums: Your Premium for the policy is:

	Annual	Semi- annual	Quarterly	Monthly
Policy:	\$_____	\$_____	\$_____	\$_____
Rider:	\$_____	\$_____	\$_____	\$_____
Rider:	\$_____	\$_____	\$_____	\$_____

**RETAIN THIS OUTLINE OF COVERAGE FOR YOUR RECORDS.
THIS OUTLINE OF COVERAGE IS ONLY A BRIEF SUMMARY OF YOUR POLICY.
THE POLICY ITSELF SHOULD BE CONSULTED TO DETERMINE
GOVERNING CONTRACTUAL PROVISIONS.**

TERMS YOU NEED TO KNOW

ACCIDENTAL-DEATH: Death of a covered person caused by a covered accidental injury. See the limitations and exclusions for accidental injuries not covered by the policy.

ACCIDENTAL INJURY: A bodily injury caused directly by accidental means. See the limitations and exclusions for accidental injuries not covered by the policy.

CATASTROPHIC LOSS: An accidental injury that results in total and permanent or irrevocable loss of: the sight of one eye; the use of one hand/arm; or the use of one foot/leg.

COMMON-CARRIER ACCIDENT: An accident directly involving a common-carrier vehicle in which a covered person is a passenger at the time of the accident. A common-carrier vehicle is limited to only an airplane, train, bus, trolley, or boat that is duly licensed by a proper authority to transport persons for a fee, holds itself out as a public conveyance, and is operating on a posted regularly scheduled basis between predetermined points or cities at the time of the accident. A passenger is a person aboard or riding in a common-carrier vehicle other than (1) a pilot, driver, operator, officer, or member of the crew of such vehicle; (2) a person having any duties aboard such vehicle; or (3) a person giving or receiving any kind of training or instruction. A common-carrier accident does not include any hazardous activity accident or any accident directly involving private, on demand, or chartered transportation in which a covered person is a passenger at the time of the accident.

COVERED PERSON: Any person insured under the coverage type you applied for on the application: individual (named insured listed in the Policy Schedule), named insured/spouse only (named insured and spouse), one-parent family (named insured and dependent children), or two-parent family (named insured, spouse, and dependent children). Spouse is defined as the person to whom you are legally married and who is listed on your application. This includes the relationship created by a domestic partnership. Newborn children are automatically covered under the terms of the policy from the moment of birth. If individual or named insured/spouse only coverage is in force and you desire uninterrupted coverage for a newborn child, you must notify Aflac in writing within 31 days of the child's birth. Upon notification, Aflac will convert the policy to one-parent family or two-parent family coverage and advise you of the additional premium due, if any. Coverage provided under any one-parent family or two-parent family policy will continue to include any other dependent child, regardless of age, who is incapable of self-sustaining employment by reason of mental

retardation or physical handicap, and who became so incapacitated prior to age 26 and while covered under the policy. Dependent children are your natural children, stepchildren, or legally adopted children who are under age 26. Children born to your dependent children or children born to the dependent children of your spouse are not covered under the policy. A dependent child (including persons incapable of self-sustaining employment by reason of mental retardation or physical handicap) must be under age 26 at the time of application to be eligible for coverage.

EFFECTIVE DATE: The date(s) coverage begins as shown in the Policy Schedule or any attached endorsements or riders. The effective date is not the date you signed the application for coverage.

HAZARDOUS ACTIVITY ACCIDENT: An accident while a covered person is participating in sky diving, scuba diving, hang gliding, motorized vehicle racing, cave exploration, bungee jumping, parachuting, or mountain or rock climbing. A hazardous activity accident does not include any common-carrier accidents.

HOSPITAL CONFINEMENT: A stay of a covered person confined to a bed in a hospital for which a room charge is made. The hospital confinement must be on the advice of a physician and the result of a covered accidental injury. Confinement in a U.S. government hospital does not require a charge for benefits to be payable.

ORGANIZED SPORTING ACTIVITY: A competition or supervised organized practice for a competition. The competition must be governed by a set of written rules, be officiated by someone certified to act in that capacity, and overseen by a legal entity such as a public school system or sports conference. The legal entity must have a set of bylaws and competition must be on a regulation playing surface. Participation must be on an amateur basis. The organized sporting activity benefit is not payable for accidental injuries that are caused by or occur as a result of a covered person's participating in any sport or sporting activity for wage, compensation, or profit, including officiating or coaching; or racing any type vehicle in an organized event.

OTHER ACCIDENT: An accident that is not classified as either a common-carrier accident or a hazardous activity accident and that is not specifically excluded in the limitations and exclusions.

SICKNESS: An illness, disease, infection, or condition not caused by an accidental injury, occurring on or after the effective date of coverage and while coverage is in force.

ADDITIONAL INFORMATION

An ambulatory surgical center does not include a physician's or dentist's office, clinic, or other such location.

The term hospital does not include any institution or part thereof used as a rehabilitation facility; a hospice unit, including any bed designated as a hospice bed or a swing bed; a transitional care unit; a convalescent home; a rest or nursing facility; an extended-care facility; a skilled nursing facility; a psychiatric unit; or a facility primarily affording custodial or educational care, care or treatment for persons suffering from mental disease or disorders, care for the aged, or care for persons addicted to drugs or alcohol.

The term hospital emergency room does not include urgent care centers.

The term rehabilitation facility does not include a hospice unit, including any bed designated as a hospice or a swing bed; a convalescent home; a rest or nursing facility; a psychiatric unit; an extended-care facility; a skilled nursing facility; or a facility primarily affording custodial or educational care, care or treatment for persons suffering from mental disease or disorders, care for the aged, or care for persons addicted to drugs or alcohol.

An occupational therapist, physical therapist, or speech therapist does not include you or a member of your extended family.

A physician does not include you or a member of your extended family, or anyone who normally resides in your home or residence.

Burns must be treated by a physician within 72 hours after a covered accident. If a covered person receives one or more skin grafts for a covered burn, we will pay a total of 50 percent of the burns benefit amount that we paid for the burn involved.

Dislocations must be diagnosed by a physician within 72 hours after the date of the accidental injury and require correction by a physician. It can be corrected by open or closed reduction. We will pay for no more than two dislocations per covered accident, per covered person. Benefits are payable for only the first dislocation of a joint. If a dislocation is reduced with local or no anesthesia by a physician, we will pay 25 percent of the amount shown for the closed reduction dislocation.

Coma (where respiratory assistance is required) must have a duration of at least seven days. Coma does not include any medically induced coma.

Emergency dental work does not include false teeth such as dentures, bridges, veneers, partials, crowns, or implants. We will pay for no more than one emergency dental work benefit per covered accident, per covered person.

Fractures must be diagnosed by a physician within 14 days after the date of the accidental injury and require correction by a physician. It can be corrected by open or closed reduction. We will pay for no more than two fractures per covered accident, per covered person. For the closed reduction for chip fractures and other fractures not reduced by open or closed reduction, we will pay 25 percent of the benefit amount shown in the policy.

Lacerations must be repaired within 72 hours after the accident and repaired under the attendance of a physician. A laceration resulting from an open fracture will not be payable under the laceration benefit.

Paralysis must be confirmed by the attending physician. The duration of the paralysis must be a minimum of 30 days. This benefit will be payable once per covered person.

Surgical procedures must be performed within one year of a covered accident. Two or more surgical procedures performed through the same incision will be considered one operation, and benefits will be paid based upon the most expensive procedure.

A miscellaneous surgical procedures benefit is only payable for one miscellaneous surgical procedure, per 24-hour period, even though more than one surgical procedure may be performed.

When a covered person is prescribed, receives, and incurs a charge for an epidural administered into the spine for pain management in a hospital or a physician's office for accidental injuries sustained in a covered accident, we will pay a pain management benefit amount. This benefit is not payable for an epidural administered during a surgical procedure. This benefit is payable no more than twice per covered accident, per covered person.



Refer to the outline of coverage and policy for complete benefit details, definitions, limitations and exclusions.



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Underwritten by:
American Family Life Assurance Company of Columbus
Worldwide Headquarters | 1932 Wynnton Road | Columbus, Georgia 31999





Meeting Date: June 21, 2022

Agenda Item: D.5

AGENDA SUMMARY REPORT

SUBJECT:

Discussion and Possible Approval of West America Bank Signatories.

SUMMARY:

Mendocino Transit Authority has received notice from West America Bank that we need to update the signatories on the account. The MTA uses the West America bank to deposit our South Coast Route 75 and 95 passenger fares. West America Bank will accept a copy of MTA minutes appointing the signatories.

The following individuals are authorized on behalf of Mendocino Transit Authority to open/close/withdraw and perform maintenance on account(s) for Mendocino Transit Authority:

1. Executive Director - Jacob King
2. Robert Butler - Maintenance Manager

These individuals are authorized to sign checks drawn on Mendocino Transit Authority account(s):

1. Chair - Saprina Rodriguez
2. Vice Chair - Jim Tarbell
3. Executive Director - Jacob King

STAFF RECOMMENDATION:

Staff recommends approval of the updated signatories on the West America Bank Account(s).



2022 SPECIAL EVENTS SCHEDULE

- 1. Point Arena - Almost Fringe Festival - April*
- 2. Ft. Bragg Blue Economy Event - May*
- 3. Willits Frontier Days - July*
- 4. Pt. Arena Independence Day Celebration -July*
- 5. Fort Bragg Salmon BBQ - July*
- 6. Winesong – Fort Bragg - September*
- 7. Mendocino Area Parks Association - Fort Bragg - September*
- 8. Ukiah Christmas Trolley - November-December*