



**Board of Directors
Regular Meeting Agenda**

January 25, 2023

1:30 p.m.

Lunch: Cultivo 12:00pm

MTA Board of Directors

Saprina Rodriguez, Chair
Jim Tarbell, Vice Chair
Bruce Richard
Tess Albin-Smith
Dan Doyle
Dan Gjerde
Josefina Dueñas

Fort Bragg

Diana Stuart Fort Bragg Division
190 East Spruce
Conference Room

Teleconference with:

Ukiah

Ukiah Valley Conference Center
Zinfandel Room
200 South School Street

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 October 26, 2022 Regular Board Meeting
2. Approval of Minutes of November 11, 2022 Special Board Meeting
3. Acceptance of Service Performance Report
4. Acceptance of Preliminary Unaudited Financial Statements July – November 2022

D. ACTION & DISCUSSION

1. Unmet Needs

E. DIRECTOR AND MANAGEMENT REPORTS

1. Matters from Management
2. Matters From MCOG
3. Matters from Directors

F. CLOSED SESSION

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

G. ANNOUNCEMENT OUT OF CLOSED SESSION

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) 234-6456 or by email at sara@mendocinotransit.org at least 72 hours prior to the meeting.



**Board of Directors
Regular Meeting Minutes**

Wednesday, October 26, 2022

1:30 p.m.

MTA Directors in Attendance

Bruce Richard
Tess Albin-Smith
Jim Tarbell, Vice Chair
Saprina Rodriguez, Chair

MTA Directors Absent

Josefina Dueñas
Maureen Mulheren

Staff in Attendance

Jacob King, Executive Director
Mark Harvey, CFO
Dawn White, Mobility Manager
Bob Butler, Maintenance Manager
Bret Byrd, Maintenance Manager
Luis Martinez, Interim Operations Manager
Rebekkah Mendez HR Assistant

Staff Absent

Sara Marquez, Assistant Clerk of the Board

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.

AGENDA ITEMS

A. CALL TO ORDER Chair Rodriguez called the meeting to order at 1:33 pm

B. PUBLIC COMMENT

No public comments.

C. CONSENT CALENDAR

1. Approval of Minutes of September 28, 2022 Regular Board Meeting
2. Acceptance of Service Performance Report
3. Acceptance of Preliminary Unaudited Financial Statements July 2022 – August 2022
4. Adoption of Resolution No. 2022-24 Authorizing Remote Teleconference Meetings of the Board of Directors of Mendocino Transit Authority for the period of September 28th, 2022 through October 26, 2022 Pursuant to Brown Act Provisions.

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

D. ACTION & DISCUSSION

1. Unmet Needs- Director Albin-Smith just wanted to make MTA aware that there is no MTA schedule at the Santa Rosa Airport, and MTA will take care of that.
2. Review Triennial Performance Audit Final Report: Executive Director gave a review of the performance report from the auditor. Nov. 7th there is a MCOG meeting in which MTA Directors are invited to attend.

Upon Motion by Director **Rodriguez** seconded by Director **Albin-Smith** the Board approved The Triennial Performance Audit Final Report. by roll call vote. **AYES:** Tarbell, Richard , Albin-Smith, and Chairwoman Rodriguez **NOES:**0 **ABSTAIN:**0 **ABSENT:** Dueñas and Mulheren.

3. Signatories West America, Umpqua and Savings Bank- Executive director is asking the board approved to removed Bob Butler since he is retiring and adding Operation Manager Luis Martinez, Bret Byrd Maintenance Manager and Jacob King Executive Director, to be put on official signer's account.

Upon Motion by Director **Tarbell** seconded by Director **Albin-Smith** the Board approved Signatories West America, Umpqua and Savings Bank by roll call vote. **AYES:** Tarbell, Richard, Albin-Smith, and Chairwoman Rodriguez **NOES:**0 **ABSTAIN:**0 **ABSENT:** Dueñas and Mulheren.

E. DIRECTOR AND MANAGEMENT REPORTS

1. Matters from Management

Jacob King, Executive Director reported that this is report season and he's working through all of them and has a few to go. Also reported that there's NO FARE IN NOVEMBER on ALL fixe routes with LCTOP funds. King also announced that now MTA has a new HR Director, her name is Becky, she will be starting on October 31st and also Becky will be at the next board meeting.

Luis Martinez, Operations Manager reported that starting October 31st route #60 will have a round trip route to Mendocino in the afternoon. And still recruiting for Fort Bragg drivers. And South Coast is full for now. And there are no changes for Ukiah routes.

Rebekkah Mendez HR Assistant reported that MTA is recruiting for mechanics and has some applicants, they will begin to interview the applicants.

Bret Byrd, Maintenance Manager reported that they are recruiting a mechanic and has the first interview with the applicant on the following Friday. Also reported that they are in the process of getting estimate for material for siding for the Willits office. TSA is going to perform a complimentary security inspection and give suggestions on safety practices in the Ukiah yard layout.

Bob Butler, Maintenance Manager, reported that he is working with the contract for PG& E and rebates. He also mentioned that Byrd now has all the contact information for contractor and services for the Maintenance department. Electric buses are scheduled to be here in the next year.

Dawn White, Mobility Manager, reported that she just finished with the Pumpkinfest in Ukiah, had a lot of people stopping at the MTA booth with a great success and connected with the manager from the senior mobile home park in Ukiah and now has ADA applications and guides on site for residents. Mobility Manager, also reported that MTA is advertising the NO FARE NOVEMBER in all local newspapers and social media. White also announced that she's working with Katrina from the Ukiah Chamber finishing up to have the Christmas Trolley back running this year.

Mark Harvey CFO reported that he is working on the 2022-23 audit and the auditor will include more detailed documentation on the operating reserve and fare box ratio.

2. Matters From MCOG

Loretta Ellard from MCOG, is advertising a selection committee because they want to do a Ukiah Transit Center visibility study, mobility solutions which is funded by MCOG's current budget and there's 150,000 for consulting and hopefully by next month will more information and then give MTA a report on that.

Second report is the MCOG is currently in the mobility solutions ongoing project study in 5 rural county cities which includes Laytonville, Covelo, Brooktrails, Potter Valley and Hopland where there's no public transportation, this project will wrap up next summer and hoping that the consultant will give a presentation to the MTA Board on some type of mobility solution that it can be implementing.

3. Matters from Directors

Director Tarbell thanked Bob Butler Maintenance manager for all the years of service at MTA. And he is also glad that there was a smooth transition for the HR department. Tarbell also wanted to know if there was a Director from Point Arena, And Executive Director King mentioned that as of right now we do not have a new Director from Point Arena.

Director Richard, had questions concerning performance summary measures comparing past years fluctuations.

Director Albin- Smith, thanked MTA for donating the bus/ transportation for the Blue Economy festival, and she also wishes Bob Butler a happy retirement.

Chair Rodriguez wanted to hear the update about Employee Appreciation Dinner which will be December 4th at the Broiler Steak House from 3pm- 6pm.

The meeting adjourned at 2:21 p.m.

Americans with Disabilities Act (ADA) Compliance

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**Board of Directors
Special Meeting Minutes**

Friday, November 11, 2022

1:30 p.m.

MTA Directors in Attendance

Bruce Richard
Jim Tarbell, Vice Chair
Josefina Dueñas
Maureen Mulheren
Saprina Rodriguez, Chair

MTA Directors Absent

Tess Albin-Smith

Staff in Attendance

Jacob King, Executive Director
Mark Harvey, CFO
Luis Martinez, Interim Operations Manager
Sara Marquez, Assistant Clerk of the Board

Staff Absent

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.

AGENDA ITEMS

- A. CALL TO ORDER** Chair Rodriguez called the meeting to order at 11:05 pm
- B. PUBLIC COMMENT** No public comments.
- C. ACTION & DISCUSSION**

1. Adoption of Resolution No. 2022-25 Authorizing Remote Teleconference Meetings of the Board of Directors of Mendocino Transit Authority for the period of November 11, 2022 through December 11, 2022 Pursuant to Brown Act Provisions.

Upon Motion by Director **Mulheren** seconded by Director **Tarbell** the Board approved Resolution No. 2022-25 Authorizing Remote Teleconference Meetings of the Board of Directors of Mendocino Transit Authority for the period of November 11, 2022 through December 11, 2022 Pursuant to Brown Act Provisions by roll call vote. **AYES:** Tarbell, Richard, Dueñas, Mulheren and Chairwoman Rodriguez **NOES:**0 **ABSTAIN:**0 **ABSENT:** Albin-Smith,

CI. DIRECTOR AND MANAGEMENT REPORTS

1. Matters from Management- No reports
2. Matters from Directors- No Reports

CII. ADJOURN

The meeting adjourned at 12:00 p.m.

Americans with Disabilities Act (ADA) Compliance

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FY 22-23 RIDERSHIP PERFORMANCE BY ROUTE

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	2022-23 YTD	2021-2022 YTD	# Change	% Change
01 - Willits Local	467	539	503	509	707	684	0	0	0	0	0	0	3409	3045	364	12%
03 - Ukiah - DAR	1027	1148	1120	1112	976	1016	0	0	0	0	0	0	6399	5879	520	9%
04 - Fort Bragg - DAR	564	717	627	658	690	716	0	0	0	0	0	0	3972	3441	531	15%
05 - BraggAbout	445	429	493	419	722	805	0	0	0	0	0	0	3313	2620	693	26%
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	3555	4960	5051	5261	5541	5576	0	0	0	0	0	0	29944	18527	11,417	62%
20 - Willits - Ukiah	1012	1552	1627	1724	1582	1572	0	0	0	0	0	0	9069	7047	2,022	29%
60 - Coaster	250	322	437	467	698	742	0	0	0	0	0	0	2916	1596	1,320	83%
64 - Ukiah to Fort Bragg-Not Operating	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0%
65 - CC Rider	628	679	642	748	934	933	0	0	0	0	0	0	4564	2738	1,826	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	52	68	38	38	31	16	0	0	0	0	0	0	243	268	(25)	-9%
75 - M-F Gualala to Ukiah	346	602	656	660	420	410	0	0	0	0	0	0	3094	2420	674	28%
95 - Pt. Arena to Santa Rosa	366	371	320	363	294	360	0	0	0	0	0	0	2074	1150	924	80%
97 - Redwood Coast Regional	178	262	202	194	156	144	0	0	0	0	0	0	1136	946	190	0%
Monthly Totals	8890	11649	11716	12153	12751	12974	0	0	0	0	0	0	70133	49677	20,456	41%



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	550	5860	396	5,464	1380%
03 - Ukiah - DAR	1068	971	976	961	890	1013	663	647	982	1138	1019	1016	11344	950	10,394	1094%
04 - Fort Bragg - DAR	580	572	574	574	548	593	502	564	594	542	571	545	6759	677	6,082	898%
05 - BraggAbout	498	484	461	390	409	378	308	391	513	399	486	436	5153	419	4,734	1130%
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	3971	39225	2523	36,702	1455%
20 - Willits - Ukiah	966	1085	1336	1382	1189	1089	1149	1350	1590	1292	1330	1172	14930	798	14,132	1771%
60 - Coaster	235	251	293	295	266	256	248	234	350	342	358	282	3410	262	3,148	1202%
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	562	5553	0	5,553	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	35	498	72	426	592%
75 - M-F Gualala to Ukiah	259	411	522	448	374	406	328	291	447	471	423	427	4807	309	4,498	1456%
95 - Pt. Arena to Santa Rosa	200	183	192	179	204	192	172	191	177	211	260	292	2453	148	2,305	1557%
97 - Redwood Coast Regional	86	113	204	180	180	183	74	104	201	201	181	143	1850	0	1,850	0%
Monthly Totals	8209	8182	8731	8650	8041	7864	7155	7555	9508	9114	9402	9431	101842	6554	95,288	1454%

Ridership Pandemic Comparison Report

ROUTE	PRE PANDEMIC				MID PANDEMIC					CURRENT				
	2018				2020					2022				
	OCT	NOV	DEC	TOTAL PAX	OCT	NOV	DEC	TOTAL PAX	As % of Pre Pandemic	OCT	NOV	DEC	TOTAL PAX	As % of Pre Pandemic
01 - Willits Local	910	712	805	2,427	346	208	324	878	36%	509	707	684	1,900	78%
03 - Ukiah - DAR	1,298	1,231	1,170	3,699	713	588	481	1,782	48%	1,112	976	1,016	3,104	84%
04 - Fort Bragg - DAR	1,322	1,085	1,209	3,616	494	436	399	1,329	37%	658	690	716	2,064	57%
05 - BraggAbout	1,714	1,515	1,476	4,705	420	330	444	1,194	25%	419	722	805	1,946	41%
09 - Ukiah Local	11,902	8,704	8,600	29,206	2,564	1,969	2,306	6,839	23%	5,261	5,541	5,576	16,378	56%
20 - Willits - Ukiah	3,396	2,445	2,081	7,922	737	557	609	1,903	24%	1,724	1,582	1,572	4,878	62%
60 - Coaster	1,134	855	869	2,858	273	233	251	757	26%	467	698	742	1,907	67%
64 - Ukiah to Fort Bragg	421	375	387	1,183	-	-	-	-	0%	-	-	-	-	0%
65 - CC Rider	1,042	1,020	913	2,975	288	290	228	806	27%	748	934	933	2,615	88%
74 - Saturday Gualala-Ukiah	89	63	81	233	48	31	18	97	42%	38	31	16	85	36%
75 - M-F Gualala to Ukiah	907	712	571	2,190	238	199	193	630	29%	660	420	410	1,490	68%
95 - Pt. Arena to Santa Rosa	502	401	452	1,355	47	112	97	256	19%	363	294	360	1,017	75%
97 - Redwood Coast Regional	261	224	244	729	-	-	-	-	0%	194	156	144	494	68%
Quarterly Total	24,898	19,342	18,858	63,098	6,168	4,953	5,350	16,471	26%	12,153	12,751	12,974	37,878	60%

Performance Summary

1st Quarter FY 2022/23

Meeting Date: January 25th, 2023

Agenda Item: # C.3

RIDERSHIP-FIXED ROUTE/DAR	Jul-22	Aug-22	Sep-22	1st Qtr 22/23	1st Qtr 21/22
ADULT	3189	3942	4248	11379	8372
SENIORS	2508	3176	2811	8495	6814
DISABLED	1424	1753	1586	4763	5026
PCA	64	94	70	228	216
COLLEGE	570	1095	1573	3238	1293
FREE	90	136	104	330	67
CHILD	160	240	202	602	330
YOUTH PASSES	18	14	0	32	0
MONTHLY PASSES	354	391	344	1089	1681
TRANSFERS	493	790	757	2040	1254
STAFF PASSES	20	34	45	99	70
WHEELCHAIR	422	517	357	1296	1253
BIKES	120	107	304	531	358
TOTAL RIDERSHIP	8890	11665	11740	32295	25123
OPERATIONS					
TOTAL SERVICE DAYS (Mon-Fri)					
VEHICLE SERVICE HOURS	3137.1	3799.9	3314.9	10252.0	7701.3
PASSENGERS PER HOUR	2.8	3.1	3.5	3.2	3.3
VEHICLE SERVICE MILES	49944.6	58456.4	55092.0	163493.0	130829.0
PASSENGER PER MILE	0.2	0.2	0.2	0.2	0.2
COSTS					
MONTHLY EXPENSES (Operating Costs)	\$590,793.83	\$546,236.72	\$464,076.28	\$1,601,106.83	\$1,077,659.11
COST PER PASSENGER	\$66.46	\$46.83	\$39.53	\$49.58	\$42.90
COST PER MILE	\$11.83	\$9.34	\$8.42	\$9.79	\$8.24
COST PER HOUR	\$188.32	\$143.75	\$140.00	\$156.18	\$139.93
REVENUE					
FIXED ROUTE/DAR FAREBOX REVENUE	\$36,539.88	\$58,442.17	\$40,184.45	\$135,166.50	\$93,185.18
ADVERTISING SALES	\$2,175.00	\$19,214.67	\$19,275.38	\$40,665.05	\$33,411.00
AG VAN LEASE	\$0.00	\$0.00	\$0.00	\$0.00	\$19,852.20
TOTAL FAREBOX RATIO	7%	14%	13%	11%	14%
OPERATING COST					
MCOG PERFORMANCE MEASURE					
DIAL-A-RIDE	1591	1865	1747	5203	4741
PASSENGERS PER HOUR <i>/STANDARD 4.5</i>	2.2	2.3	2.3	2.3	3.2
FAREBOX RATIO <i>/STANDARD 10%</i>	6%	11%	12%	10%	15%
OPERATING COST PER HOUR <i>/STANDARD \$91.70</i>	\$122.43	\$101.28	\$91.36	\$105.02	\$112.65
COST PER PASSENGER <i>/STANDARD \$20.38</i>	\$55.70	\$43.93	\$39.85	\$46.49	\$34.05
SHORT DISTANCE BUS ROUTES*	4645	6190	6249	17084	12484
PASSENGERS PER HOUR <i>/STANDARD 14</i>	3.7	4.1	4.6	4.1	4.1
FAREBOX RATIO <i>/STANDARD 10%</i>	8%	18%	15%	14%	16%
OPERATING COST PER HOUR <i>/STANDARD \$85.19</i>	\$222.27	\$170.05	\$158.07	\$183.47	\$169.00
COST PER PASSENGER <i>/STANDARD \$6.09</i>	\$55.96	\$38.83	\$32.68	\$42.49	\$37.96
LONG DISTANCE BUS ROUTES**	2654	3610	3744	10008	7581
PASSENGERS PER HOUR <i>/STANDARD 3.2</i>	2.3	2.4	3.2	2.6	2.4
FAREBOX RATIO <i>/STANDARD 10%</i>	5%	12%	10%	9%	11%
OPERATING COST PER HOUR <i>/STANDARD \$92.18</i>	\$209.22	\$151.45	\$161.29	\$173.98	\$141.83
COST PER PASSENGER <i>/STANDARD \$28.80</i>	\$91.27	\$62.04	\$50.82	\$68.04	\$59.37
* 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					



Meeting Date: January 25th, 2023

Agenda Item: # C.4

AGENDA SUMMARY REPORT

SUBJECT:

Preliminary Unaudited Financial Statements July 2022 – November 2022

SUMMARY:

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

Revenue of \$2,696,785 is 38.9% of budgeted revenue of \$6,926,236 for the year, with 41.7% of year elapsed.

Expenses of \$2,639,278 are 38.5% of budgeted expenses of \$6,862,743 for the year, with 41.7% of year elapsed.

As of the date these preliminary financial statements were prepared, Mendocino County had not yet closed FY2021-2022 on their MUNIS accounting system which has an impact on our QuickBooks data. There may be additional adjustments.

STAFF RECOMMENDATION:

Accept Unaudited Financial Statements for July 2022 through November 2022.

ATTACHMENTS:

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

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

ASSETS

Current Assets

Checking/Savings

101.900 - Cash

101.100 - Cash-Operating

Operating Cash	799,684
LCTOP Operating	165,675
Senior Operating	261,150
Payroll & Benefits Operating	65,776

Total 101.100 - Cash-Operating Total 1,292,285

101.200 - Cash-Capital

101.202 - Capital Wkg-MUNIS #4100	262,570
101.203 - Cap CALOES -MUNIS #4140	2,375
101.204 - Capital PTMISEA-MUNIS #4230	273,016
101.227 - Cap LCTOP-Umpqua #2776	44,722

Total 101.200 - Cash-Capital 582,683

Total 101.900 - Cash 1,874,968

Total 102.000 - Accounts Receivable 594,845

Other Current Assets

Total 102.300 - Grants Receivable 1,404,090

Total 102.100 - Accounts Receivable Other 91,613

Total 103.990 - Inventory 36,036

Total 104.199 - Prepaid Expenses Total 188,009

Total 104.200 - Undeposited Funds 4,037

Total Other Current Assets 1,723,785

Total Current Assets 4,193,598

Fixed Assets

Total 111.900 - Fixed Assets 21,309,804

Total 111.910 - Accumulated Depreciation -13,142,138

Total 115.900 - Construction in Progress 0

Total 121.900 - Intangible Total 15,000

Total 121.910 - Accum Amortization Total -15,000

Total Fixed Assets 8,167,666

Other Assets

Total 131.900 - Deferred Outflows of Resource 1,003,151

Total Other Assets 1,003,151

TOTAL ASSETS 13,364,415

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

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

Total Accounts Payable 517,896

Total Credit Cards 18,378

Other Current Liabilities

Deferred Grant Revenue 651,929

CalPERS Loan Repayments 951

205.700 - Uncashed Checks 9,422

205.900 - Accruals Total

203.100 - Federal Payroll Tax Payable 11,589

203.110 - Medicare Payroll Tax Payable 3,419

203.120 - State Income Tax Payable 4,070

203.130 - State Disability Payable 1,398

203.140 - Misc Deductions 1,163

203.150 - Garnishments Payable 74

205.200 - Accrued Payroll 43,121

205.300 - Accrued Retirement 8,208

205.400 - Accrued Deferred Comp 6,834

205.500 - Accrued Vacation 154,272

205.600 - Accrued Sick Leave 81,346

Total 205.900 - Accruals Total 315,495

Total Other Current Liabilities 977,797

Total Current Liabilities 1,514,071

Long Term Liabilities

231.900 - Prov-Restricted Funds

231.100 - Provision for Liability 18,426

231.200 - Provision for Vehicle Damage 12,228

231.300 - Provision for Unemployment 127,092

231.400 - Provision for Cafeteria Plan 18,369

231.500 - Provision for Worker's Comp 0

Total 231.900 - Prov-Restricted Funds 176,115

235.300 - Deferred Inflows of Resource 1,245,310

235.910 - Pension Liabilities 1,165,638

Total Long Term Liabilities 2,587,063

Total Liabilities 4,101,134

Equity

Total 399.900 - Equity 9,669,245

Net Income -405,963

Total Equity 9,263,282

TOTAL LIABILITIES & EQUITY 13,364,415

Mendocino Transit Authority
Statement of Revenues, Expenses
July 2022- November 2022

Ordinary Income/Expense	TOTAL		
	Jul '22 - Nov '22	Budget	% of Budget
Income			
411.000 - OPERATING REVENUE.			
401.110 Fixed Route Farebox Revenue	57,362	400,000	14.3%
401.111 Dial-A-Ride Farebox Revenue	34,600	60,000	57.7%
402.100 Redwood Coast Regional Center	19,986	65,000	30.7%
409.200 - Sonoma County Contract	75,000	181,000	41.4%
Total 411.000 - OPERATING REVENUE.	186,948	706,000	26.5%
420.000 - REVENUES FROM OTHER SOURCES			
406.100 - Advertising Contract	59,691	110,000	54.3%
407.100 - Maintenance Revenue	20,792	24,000	86.6%
407.400 - Investment(Interest) Income	18	7,500	0.2%
407.500 - Other - Fuel Rebates, Etc.	2,773	14,000	19.8%
409.100 - Local Transportation Fund (LTF)	1,636,703	3,428,087	47.7%
409.100 - Local Transportation Fund (LTF) Unmet Needs	0	300,000	0.0%
409.109 - LTF - Senior Centers - income	364,943	729,019	50.1%
510.100 - LTF - Senior Centers - expense	-360,559	-729,019	49.5%
407.115 - Senior Center Administration	0	26,500	0.0%
409.110 - State Transit Assistance (STA)	486,407	967,375	50.3%
422.000 - 5310 Operating Assistance	0	150,000	0.0%
413.101 - 5311 Operating Assistance	299,070	717,774	41.7%
413.110 - 5311(f) Operating Assistance	0	200,000	0.0%
413.113 - 5311 CARES Assistance	0	200,000	0.0%
413.113 - 5311(f) CARES Assistance	0	75,000	0.0%
Total 420.000 - REVENUES FROM OTHER SOURCES	2,509,837	6,220,236	40.3%
Total Income	2,696,785	6,926,236	38.9%
Expense			
Total 501.100 - WAGES	1,399,289	3,171,303	44.1%
Total 510.000 - BENEFITS	521,908	1,667,791	31.3%
520.000 - SERVICE/USER FEES			
521.000 - Vehicle Technical Services	1,836	12,500	14.7%
521.250 - Towing	950	1,200	79.2%
521.500 - Property Maintenance Services	75	3,500	2.1%
521.700 - Contract IT Services	14,797	40,000	37.0%
503.202 - Legal Counsel	3,130	30,000	10.4%
508.100 - Purch. Trans (Willits DAR)	0	2,400	0.0%
523.000 - Marketing	9,939	12,000	82.8%
509.300 - Advertising, Legal Notices	24,190	40,000	60.5%
524.000 - Software Maintenance Fees	30,740	60,000	51.2%
524.200 - Drug & Alcohol Services	4,470	8,000	55.9%
525.000 - Facility Security System	644	2,500	25.8%
525.500 - Accident / Incident Payables	25,208	25,000	100.8%
503.200 - Professional & Technical Svcs	27,623	250,000	11.0%
Total 520.000 - SERVICE/USER FEES	143,602	487,100	29.5%
530.000 - MATERIALS & SUPPLIES			
504.110 - Fuel	224,151	650,000	34.5%
504.120 - Tires	12,687	45,000	28.2%
504.115 - Lubrication	412	32,000	1.3%
532.500 - Tools	283	1,875	15.1%
504.100 - Vehicle Maint & Repair Parts	34,689	62,500	55.5%
504.200 - Expensed Parts	703	3,125	22.5%
504.610 - Shop Supplies	1,156	25,000	4.6%
504.620 - Facilities,Maint & Repair Parts	10,074	43,750	23.0%

Mendocino Transit Authority
Statement of Revenues, Expenses
July 2022- November 2022

	TOTAL		
	Jul '22 - Nov '22	Budget	% of Budget
504.400 · Office Supplies	15,604	30,000	52.0%
509.200 · Printing (Schedules,brochures)	2,788	15,000	18.6%
536.700 · Computer Programs & Supplies	3,450	12,000	28.8%
537.000 · Safety & Emergency Supplies	0	7,000	0.0%
537.500 · Other Materials & Supplies	8,416	17,500	48.1%
Total 530.000 · MATERIALS & SUPPLIES	314,412	944,750	33.3%
540.000 · UTILITIES.			
541.000 · MTA Base -Water, Sewer & Waste	3,723	15,000	24.8%
541.250 · FB-Water,Sewer, Waste & Propane	1,620	8,000	20.3%
541.500 · Willits-Water, Sewer & Waste	413	3,000	13.8%
542.000 · PG&E-Ukiah, Fort Bragg,Willits	6,461	15,500	41.7%
543.000 · TPX- Ukiah Phones / Internet	14,655	45,000	32.6%
543.250 · Comcast-Fort Bragg Phones/Inter	692	1,500	46.1%
544.000 · Verizon-Admin / OPS Cellular	12,328	30,000	41.1%
Total 540.000 · UTILITIES.	39,891	118,000	33.8%
Total 560.000 · VEHICLE,CASUALTY & LIABILITY	188,396	365,000	51.6%
570.000 · TAXES			
571.000 · Taxes-State Bd of Equalization	0	600	0.0%
572.000 · Vehicle Licensing & Reg Fees	0	1,700	0.0%
Total 570.000 · TAXES	270	2,300	11.7%
580.000 · MISCELLANEOUS			
504.510 · Dues & Subscriptions	4,783	16,000	29.9%
502.700 · Travel	13,458	50,000	26.9%
582.250 · Board Expenses	295	3,500	8.4%
583.000 · Safety Program	0	1,000	0.0%
509.800 · Training	4,309	6,000	71.8%
584.500 · CDL & DOT Physical Expenses	2,626	6,000	43.8%
509.100 · Other Miscellaneous	4,514	15,000	30.1%
Total 580.000 · MISCELLANEOUS	29,984	97,500	30.8%
590.000 · LEASES & RENTALS			
591.000 · Leases & Rentals	1,525	9,000	16.9%
Total 590.000 · LEASES & RENTALS	1,525	9,000	16.9%
Total Expense	2,639,278	6,862,743	38.5%
Net Ordinary Income Before Depreciation	57,507	570,553	10.1%
Depreciation Expense	463,470		
Net Ordinary Income After Depreciation	-405,963		

