



**Board of Directors
Regular Meeting Minutes**

Wednesday, July 26, 2023

1:30 p.m.

MTA Directors in Attendance

Saprina Rodriguez, Chair
Jim Tarbell, Vice Chair
Bruce Richard
Dan Gjerde
Dan Doyle

MTA Directors Absent

Tess Albin-Smith
Susan Sher

Staff in Attendance

Jacob King, Executive Director
Mark Harvey, CFO
Dawn White, Mobility Manager
Bret Byrd, Maintenance Manager
Luis Martinez, Operations Manager
Bob Butler, Retired Annuitant
Sara Marquez, Assistant Clerk of the Board

Staff Absent

Becky Oseguera HR Director

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 1:30 pm
- B. PUBLIC COMMENT** - None

Director Tarbell joined the meeting at 1:33 p.m.

C. CONSENT CALENDAR

1. Approval of Minutes of June 28, 2023 Regular Board Meeting
2. Acceptance of Preliminary Unaudited Financial Statements July 2022 – June 2023
3. Acceptance of Service Performance Report
4. Approval of Executive Director Conference Request –CalAct and CTA Fall Conferences

Note: Replace the word MCOG to Mobility Solution in the past minutes- Item 5

Upon Motion by Director **Gjerde** seconded by Director **Tarbell** the Board accepted the Consent Calendar items C.1 through C.4 by roll call vote. **AYES:** Tarbell, Richard, Doyle Gjerde, and Chair Rodriguez **NOES:**0 **ABSTAIN:** 0 **ABSENT:** Albin-Smith and Sher.

D. ACTION & DISCUSSION

1. Unmet Needs- Requested service on the Golden Rule just south of Willits.
2. Discussion and Possible Adoption of Resolution No. 2023-08 Authorizing the Federal Funding under FTA Section 5310 with the California Department of Transportation.

Upon Motion by Director **Richard** seconded by Director **Gjerde** the Board approved Resolution No. 2023-08 Authorizing the Federal Funding under FTA Section 5310 with the California Department of Transportation by roll call vote. **AYES:** Tarbell, Richard, Doyle Gjerde, and Chair Rodriguez **NOES:**0 **ABSTAIN:** 0 **ABSENT:** Albin-Smith and Sher.

3. Discussion and Possible Adoption of Resolution No. 2023-09 Approving 23/24 Capital Budget Amendment, Electronic Fare Box Procurement

Upon Motion by Director **Gjerde** seconded by Director **Richard** the Board approved Resolution No. 2023-09 Approving 23/24 Capital Budget Amendment, Electronic Fare Box Procurement by roll call vote. **AYES:** Tarbell, Richard, Doyle Gjerde, and Chair Rodriguez **NOES:**0 **ABSTAIN:** 0 **ABSENT:** Albin-Smith and Sher.

4. Discussion and Possible Adoption of Resolution No. 2023-10 Approving Collective Bargaining Agreement with Teamsters Local 665 for the Term of July 1, 2023 to June 30, 2026.

This Item was removed to a later date due to legal.

5. Discussion of LTF Shortfall 22/23 and 23/24

CFO Mark Harvey explained that MCOG reported that MTA will have an LTF shortfall over the summer. Executive Director King and staff have been very busy preparing a request for reimbursements for CARES funding, and it appears the shortfall will impact MTA 22/23 along with 23/24 funding. Executive Director King will be submitting a 23/24 revised claim to MCOG 23/24 operating budget.

Executive Director King explained that at the June 5th MCOG Board of Directors meeting, Directors were presented with MCOG's budget which showed a \$185,0000 ~~Shortfall~~–Cash flow. King was notified on July 11, 2023, that the updated ~~Shortfall~~–Cash flow number was around \$600,000 and that MTA wasn't receiving June 2023's allocation, so King and staff met with MCOG and discussed the ~~Short fall~~ cash flow.

As an amendment, MCOG has requested to change the word Shortfall to Cash flow.

Chair Rodriguez mentioned that she was very worried about this shortfall but was happy to know that the staff moved so quickly that we were able to use the CARES funding. She is very concerned about the future that we plan well to anticipate what is coming at us. She wants to know who is doing the projections and how often they are doing the projections so that the agency will be better prepared and to make sure this doesn't happen again.

Director Gjerde suggested that King, Harvey, Janet Orth, and himself have a meeting with the County Auditor to find out where they are getting this information.

Executive Director King will research more information on this issue. Director Gjerde will assist in scheduling a meeting with MCOG and the County Auditor and will bring back the information to the next board meeting.

E. DIRECTOR AND MANAGEMENT REPORTS

1. Matters from Management

Luis Martinez, Operations Manager reported that he will be participating in the Paratransit course at the University of the Pacific in August. He also reported that still recruiting drivers in Fort Bragg and Point Arena.

Dawn White, Mobility Manager, reported she will be working on the 5310 grant, also working on media for 65 CC rider and back to school service. We had an ad for July for CC rider, and we are planning on expanding that advertising. Mendocino College is going to have free rides for students for the whole semester. Will meet again in May 2024 to discuss how the program went and if they will need to continue it.

Mark Harvey, MTA CFO, reported that he will be working on revised MCOG funding and

operations budget to match closing the financials for June and getting it submitted.

Bret Byrd, Maintenance Manager, reported that he and Bob Butter just came back from Livermore to check out the new fully electric 35" coach and did the final inspection last week and are waiting on delivery time.

Bob Butler, Retired Annuitant, reported that he is working on generators right now keeping the project moving forward for Fort Bragg and Ukiah.

Jacob King, Executive Director, reported he will be revising the TDA claim and reflecting the LTF capital and working on the 5310 grant.

King also informed everyone about the community workshop that is happening on July 27th at the Senior Center in Ukiah, from 4:30 -6:30pm. There will be information about what MTA does and looking for community input on what the community would like to see MTA do.

2 Matters From MCOG

James Sookne reported on the feasibility study that has been going on for the transit center, he mentioned that the consultant just reported a summary of the public outreach as well as site analysis and it looks like is down to 3 sites, first one at Mason St., second at the old Savings bank on Perkins and the third is the lot North of Kohls.

The recommendation is the proposed solution apply for a 2nd CTSA or just change it. Is not the preferred recommendation but is a possible solution. He will be working with NCO to do some Volunteer programs or a hybrid program.

As an amendment, MCOG requested to change the word visibility to feasibility and on the second paragraph is to change it to the proposed solution.

3 Matters from Directors

Chair Rodriguez – mentioned that she would like the Executive Director to include mobility solutions on the agenda have a deeper discussion on how MTA is going to be able to fill the needs of Covelo, Hopland, Laytonville, Brooktrails and Potter Valley. She also reported that she received a letter from a Director wanting to know why the item that references our policies about the bus sizes is not on the agenda.

We didn't know how much time it was going to take today to discuss the item about the LTF shortfall and not only that, more importantly, the management team has been very busy trying to figure out how we were going to come up with the funding due to the shortfall. As a Chair, you sometimes have to decide priorities, because I did give Executive Director King directions on focusing balancing the budget due to the shortfall and the negotiations with union and daily operations. He has a lot of things on his plate, so that's why that item is not on this agenda, but it will be addressed in a future board meeting.

Rodriguez also mentioned the August 14th MCOG Board of Directors meeting and wanted to know if there were any Directors interested in attending the meeting, Director Richard is interested in attending.

Gjerde: Mentioned that the ~~city of Ukiah and~~ county is converting to Sonoma clean power, so he's excited to see MTA electric buses coming in. Also, Willits Library **has obtained** a grant to install solar panels and battery backup in the next couple of years. They will be at **There will be a green corner at the library** on Monday at 1:30 pm afternoon to finalize the project at the Willits library, so he just wanted to share because it's similar to what MTA is doing - all electric.

As an amendment, Gjerde would like to remove the City of Ukiah from the paragraph.

Tarbell: Wanted to know if Westport service and service to the coast were included in the mobility study.

As an amendment, the director would like to change the word could it be service to the coast.

Doyle, wanted to thank MTA for the 2 shuttle buses for the fireworks extravaganza in July in Point Arena, it worked out very well and had a lot of attendees.

The meeting was adjourned at 2:32 p.m.

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Mendocino Transit Authority complies with AMERICANS WITH DISABILITIES ACT (ADA). Upon request, MTA will attempt to reasonably accommodate individuals with disabilities by making meeting material available in appropriate alternate formats pursuant to Government Code Section 54953.2 and Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132). Anyone requiring reasonable accommodation to participate in the meeting should contact Sara Marquez at Mendocino Transit Authority by calling (707) 234-6456 or by email at sara@mendocinotransit.org at least 72 hours prior to the meeting.