



**Board of Directors
Regular Meeting Agenda**

December 6, 2023

1:30 p.m.

No Lunch

MTA Board of Directors

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

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 in-person participation in its meetings. Comments shall be limited to three (3) minutes per person so that everyone may be allowed to be heard. To expedite matters and avoid repetition, whenever any group of people 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 25, 2023 Regular Board Meeting
2. Acceptance of Preliminary Unaudited Financial Statements July – September 2023
3. Acceptance of Service Performance Report

D. ACTION & DISCUSSION

1. Unmet Needs
2. Virtual Presentation- Ukiah Transit Center Feasibility Study Presentation by LSC and Design
3. Redwood Valley Bus Stop Project

E. DIRECTOR AND MANAGEMENT REPORTS

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

Anticipated adjournment is 3:30 p.m

Americans with Disabilities Act (ADA) Compliance

Mendocino Transit Authority complies with the 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 under 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 before the meeting.



**Board of Directors
Regular Meeting Minutes**

Wednesday October 25, 2023

1:00 p.m.

MTA Directors in Attendance

Saprina Rodriguez, Chair
Jim Tarbell, Vice Chair
Bruce Richard
Dan Gjerde
Tess Albin-Smith
Susan Sher

MTA Directors Absent

Dan Doyle

Staff in Attendance

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

Staff Absent

Becky Oseguera HR Director
Luis Martinez, Operations Manager

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 1:32 pm
- B. PUBLIC COMMENT** – None

C CONSENT CALENDAR

1. Approval of Minutes of August 30, 2023 Regular Board Meeting
2. Approval of Minutes of September 22, 2023 Special Board Meeting
3. Acceptance of Preliminary Unaudited Financial Statements July – August 2023
4. Acceptance of Service Performance Report
5. Acceptance of GASB 68 Report

Director Sher had questions on Item C.4. She wants to know if Executive Director King was able to get individual trip routes ridership on which Director King mentioned that the request would take about 6 months to obtain.

Upon Motion by Director **Gjerde** seconded by Director **Albin-Smith**, the Board accepted the Consent Calendar C1– C4 with few notations by roll call vote: **AYES:** Tarbell, Richard, Albin-Smith, Sher, Gjerde, and Chair Rodriguez **NOES:**0 **ABSTAIN:** **ABSENT:** Doyle.

Upon Motion by Director **Richard** seconded by Director **Gjerde**, the Board accepted the Amended minutes of August 30, 2023 Director Albin-Smith was present at the August meeting by roll call vote: **AYES:** Tarbell, Richard, Albin-Smith, Sher, Gjerde, and Chair Rodriguez **NOES:**0 **ABSTAIN:** **ABSENT:** Doyle.

Director Albin-Smith pulled out Item C. 5 for further discussion.

Upon Motion by Director **Albin-Smith** seconded by Director **Gjerde**, the Board accepted Item C.5 by roll call vote: **AYES:** Tarbell, Richard, Albin-Smith, Sher, Gjerde, and Chair Rodriguez **NOES:**0 **ABSTAIN:** **ABSENT:** Doyle.

D. ACTION & DISCUSSION

1. Unmet Needs-None

2. Virtual Presentation- Ukiah Transit Center Feasibility Study Presentation by LSC and Design Workshop to Present the Draft Renderings.

Justine and Gordon from LSC gave a presentation of the initial draft renderings of the selected site, north of Kohl's. LSC has worked with Design Workshop to create a site plan that includes multimodal improvements (electric vehicle chargers, improved pedestrian, and bicycle access to and from the site, and other improvements). Gordon mentioned that there is plenty of flexibility on this land for any changes. No actions are needed from directors at this time, it

October 25, 2023 MTA Regular Board of Directors Meeting Minutes

was just a presentation. The final Draft will be presented at the Board meeting on December 6, 2023, and in January will be the final study.

3. Discussion In-Person Board Meetings

The board decided that teleconferencing between the different locations is appropriate as long as it's posted per brown act and there is equipment to make it possible. Executive Director King recommended a Board of Directors Training/ Retreat Day so that all members can meet once a year.

4. Discussion on Clara Avenue- Community Concerns

Director Sher was asked to recuse herself and asked the board to consider her as part of the public during this discussion because she has a personal interest in this Item.

Chair Rodriguez mentioned that she and Executive Director King going to address the concerns on their street.

5. Discussion on SB125 and TIRCIP

Executive Director King explained that back on July 5th 2023 Governor Newsom signed SB125.

SB125 (Chapter 54, Statutes of 2023) guides the distribution of \$11,018,389 through the Transit and Intercity Rail Capital Program and ZETCP on a population-based formula to regional transportation planning agencies, which will have the flexibility to use the money to fund transit operations or capital improvements and is broken into different funds from the State to get into that final number. The executive director mentioned that he and Chair Rodriguez are working with MCOG (Regional Transportation Planning Agency) on the first plan for the funding which is due December 31st and the State needs MCOG's Board Approval.

The board agreed to go with the project as planned.

6. Bus Procurements

Executive Director King mentioned that this item was brought back to the board because the board wanted to know about the bus procurements how we go about purchasing buses and why we purchased buses.

E. DIRECTOR AND MANAGEMENT REPORTS

a. Matters from Management

Bret Byrd, Maintenance Manager reported 2 catastrophic failures this month one coach and a Van we had an EDR go out, and we got rear-ended but everything is up and running by now.

Dawn White, Mobility Manager reported that The Pumpkin-Fest 2023 was a success in handling all kinds of schedules, free bus passes, and ADA applications. Now preparing

everything for the Parade of Lights and the Christmas Trolley.

Mark Harvey, CFO reported that he is working on the audit and operations budget.

Bob Butler, Retired Annuitant reported that still waiting for a switch wear to be able to use the 35' electric bus and start procurements on the buses.

Jacob King, Executive Director reported that MTA completed the NTD a yearly report for the Federal government. King is also working on a tri-annual audit from CALTRANS and he noted that the SB125 is a priority.

King reported that he will be attending CAL ACT with Byrd Maintenance Manager in a week and they are going to be looking at some of the new technology and hopefully looking at a zero-emission bus for Covelo and Laytonville.

b. Matters From MCOG
No report.

c. Matters from Director

Tess Albin-Smith, reported about Fort Bragg's Magic Market which will be happening on Saturday, October 28th.

Magic Market celebrates fall, Halloween, and all things magical in Downtown Fort Bragg. Parts of Laurel and Franklin Street will be closed to traffic and there are going to be around 90 vendors and fall festivities. All activities go from 11 am to 4 pm.

Bruce Richard, mentioned that he had a concern about the State of Counties- Mendocino County's books. Financial reporting. He would like MTA to take over and do our books independently. Harvey CFO responded that MTA has their books separate and independent from the county.

The meeting was adjourned at 3:56 p.m.

Americans with Disabilities Act (ADA) Compliance

Mendocino Transit Authority complies with the 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 under 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 before the meeting.



Meeting Date: December 6th, 2023

Agenda Item: # C.2

AGENDA SUMMARY REPORT

SUBJECT:

Preliminary Unaudited Financial Statements July 2023 – September 2023

SUMMARY:

Preliminary Unaudited Financial Reports for the Months of July 2023 through September 2023 from MTA's QuickBooks accounting system including the Statement of Net Position and Statement of Revenues and Expenses.

Revenue of \$1,415,089 is 19.6% of budgeted revenue of \$7,202,627 for the year, with 25.0% of year elapsed.

Expenses of \$1,714,242 are 24.4% of budgeted expenses of \$7,055,977 for the year, with 25.0% of year elapsed.

As of the date these preliminary financial statements were prepared, Mendocino County had not yet closed FY2022-2023 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 2023 through September 2023.

ATTACHMENTS:

Statement of Net Position as of September 30th, 2023
Statement of Revenues and Expenses July 2023 – September 2023.

Mendocino Transit Authority
Statement of Net Position
As of September 30th, 2023

ASSETS

Current Assets

Checking/Savings

101.900 · Cash

101.100 · Cash-Operating

Operating Cash 3,688,130

LCTOP Operating 167,356

Senior Operating 97,483

Payroll & Benefits Operating 258,192

Total 101.100 · Cash-Operating Total 4,211,162

101.200 · Cash-Capital

101.202 · Capital Wkg-MUNIS #4100 6,518

101.203 · Cap CALOES -MUNIS #4140 2,399

101.204 · Capital PTMISEA-MUNIS #4230 2,771

Total 101.200 · Cash-Capital 11,689

Total 101.900 · Cash 4,222,850

Total 102.000 · Accounts Receivable 1,457,848

Other Current Assets

Total 102.300 · Grants Receivable 426,478

Total 102.100 · Accounts Receivable Other 45,601

Total 103.990 - Inventory 33,478

104.199 · Prepaid Expenses Total

104.101 · Prepaid Expenses 13,764

104.102 · Prepaid Insurance 78,826

104.103 · Prepaid Workers Comp 60,916

Total 104.199 · Prepaid Expenses Total 153,506

Total 104.200 · Undeposited Funds 719

Total Other Current Assets 659,782

Total Current Assets 6,340,480

Fixed Assets

Total 111.900 · Fixed Assets 22,770,984

Total 111.910 · Accumulated Depreciation -13,864,184

Total 121.900 · Intangible Total 15,000

Total 121.910 · Accum Amortization Total -15,000

Total 122.900 · Right to Use - Willits Lease Net 45,150

Total Fixed Assets 8,951,950

Other Assets

Total 131.900 · Deferred Outflows of Resource 1,410,508

Total Other Assets 1,410,508

TOTAL ASSETS 16,702,938

Mendocino Transit Authority
Statement of Net Position
As of September 30th, 2023

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

Total Accounts Payable 995,903

Credit Cards

201.300 · Umpqua Credit Card -5,484.31

Total Credit Cards -5,484.31

Other Current Liabilities

202.100 - Deferred Grant Revenue 481,390

203.160 · CalPERS Loan Repayments

203.170 · CalPERS Svc Credit BuyBack 530.45

203.160 · CalPERS Loan Repayments - Other 958.55

Total 203.160 · CalPERS Loan Repayments 1,489.00

205.700 · Uncashed Checks 9,422

205.900 · Accruals Total

201.101 · Accrued Expenses 51,352

203.140 · Misc Deductions 15,246

205.200 · Accrued Payroll 101,819

205.400 · Accrued Deferred Comp 7,605

205.300 · Accrued Retirement 8,679

205.500 · Accrued Vacation 183,644

205.600 · Accrued Sick Leave 102,326

Total 205.900 · Accruals Total 474,410

206.900 · Lease Liabilities

206.000 · Lease Liability - Willits Lease 45,687.00

Total 206.900 · Lease Liabilities 45,687.00

Total Other Current Liabilities 1,012,398

Total Current Liabilities 2,002,817

Long Term Liabilities

231.900 · Prov-Restricted Funds

231.100 · Provision for Liability 18,415

231.200 · Provision for Vehicle Damage 10,054

231.300 · Provision for Unemployment 149,814

231.400 · Provision for Cafeteria Plan 19,134

Total 231.900 · Prov-Restricted Funds 197,417

235.300 · Deferred Inflows of Resource 244,062

235.910 · Pension Liabilities 3,142,654

Total Long Term Liabilities 3,584,133

Total Liabilities 5,586,950

Equity

Total 399.900 · Equity 11,708,740

Net Income -592,753

Total Equity 11,115,987

TOTAL LIABILITIES & EQUITY 16,702,938

Mendocino Transit Authority
Statement of Revenues, Expenses
July 2023 - September 2023

	TOTAL		
	Jul '23-Sep '23	Budget	% of Budget
Ordinary Income/Expense			
Income			
411.000 · OPERATING REVENUE.			
401.110 Fixed Route Farebox Revenue	63,548	225,000	28.2%
401.111 Dial-A-Ride Farebox Revenue	14,781	70,000	21.1%
402.100 Redwood Coast Regional Center	16,346	65,000	25.1%
409.200 · Sonoma County Contract	45,000	181,000	24.9%
Total 411.000 · OPERATING REVENUE.	139,675	541,000	25.8%
420.000 · REVENUES FROM OTHER SOURCES			
406.100 · Advertising Contract	25,589	125,000	20.5%
407.100 · Maintenance Revenue	12,681	30,500	41.6%
407.400 · Investment(Interest) Income	11	7,500	0.1%
407.500 · Other - Fuel Rebates, Etc.	715	14,000	5.1%
409.100 · Local Transportation Fund (LTF)	803,538	3,721,782	21.6%
409.109 · LTF - Senior Centers - income	251,300	681,249	36.9%
510.100 · LTF - Senior Centers - expense	-179,311	-681,249	26.3%
407.115 · Senior Center Administration	0	26,500	0.0%
409.110 · State Transit Assistance (STA)	360,891	1,293,571	27.9%
422.000 · 5310 Operating Assistance	0	150,000	0.0%
413.101 · 5311 Operating Assistance	0	717,774	0.0%
413.110 · 5311(f) Operating Assistance	0	300,000	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	1,275,414	6,661,627	19.1%
Total Income	1,415,089	7,202,627	19.6%
Expense			
Total 501.100 · WAGES	949,365	3,298,155	28.8%
Total 510.000 · BENEFITS	314,435	1,711,847	18.4%
520.000 · SERVICE/USER FEES			
521.000 · Vehicle Technical Services	1,271	10,000	12.7%
521.250 · Towing	0	2,400	0.0%
521.500 · Property Maintenance Services	98	3,500	2.8%
521.700 · Contract IT Services	8,000	32,000	25.0%
503.202 · Legal Counsel	1,403	30,000	4.7%
508.100 · Purch. Trans (Willits DAR)	0	2,400	0.0%
523.000 · Marketing	2,798	12,000	23.3%
509.300 · Advertising, Legal Notices	4,549	48,000	9.5%
524.000 · Software Maintenance Fees	4,956	45,000	11.0%
524.200 · Drug & Alcohol Services	185	8,500	2.2%
525.000 · Facility Security System	314	2,500	12.6%
525.500 · Accident / Incident Payables	-16,121	25,000	-64.5%
503.200 · Professional & Technical Svcs	51,925	250,000	20.8%
Total 520.000 · SERVICE/USER FEES	59,378	471,300	12.6%
530.000 · MATERIALS & SUPPLIES			
504.110 · Fuel	166,016	650,000	25.5%
504.120 · Tires	1,868	52,000	3.6%
504.115 · Lubrication	134	27,000	0.5%
532.500 · Tools	431	3,500	12.3%
504.100 · Vehicle Maint & Repair Parts	12,340	62,500	19.7%
504.200 · Expensed Parts	166	3,125	5.3%
504.610 · Shop Supplies	580	10,000	5.8%
504.620 · Facilities,Maint & Repair Parts	7,292	45,000	16.2%
504.400 · Office Supplies	4,086	35,000	11.7%

Mendocino Transit Authority
Statement of Revenues, Expenses
July 2023 - September 2023

	TOTAL		
	Jul '23-Sep '23	Budget	% of Budget
509.200 · Printing (Schedules,brochures)	1,665	15,000	11.1%
537.000 · Safety & Emergency Supplies	240	5,000	4.8%
537.500 · Other Materials & Supplies	4,066	25,000	16.3%
Total 530.000 · MATERIALS & SUPPLIES	198,883	933,125	21.3%
540.000 · UTILITIES.			
541.000 · MTA Base -Water, Sewer & Waste	3,339	12,500	26.7%
541.250 · FB-Water,Sewer, Waste & Propane	1,056	7,000	15.1%
541.500 · Willits-Water, Sewer & Waste	310	3,000	10.3%
542.000 · PG&E-Ukiah, Fort Bragg,Willits	4,397	27,500	16.0%
543.000 · TPX- Ukiah Phones / Internet	11,226	50,000	22.5%
543.250 · Comcast-Fort Bragg Phones/Inter	356	1,750	20.3%
544.000 · Verizon-Admin / OPS Cellular	9,280	35,000	26.5%
Total 540.000 · UTILITIES.	29,965	136,750	21.9%
Total 560.000 · VEHICLE,CASUALTY & LIABILITY	154,323	375,000	41.2%
570.000 · TAXES			
571.000 · Taxes-State Bd of Equalization	127	600	21.2%
572.000 · Vehicle Licensing & Reg Fees	0	1,700	0.0%
Total 570.000 · TAXES	127	2,300	5.5%
580.000 · MISCELLANEOUS			
504.510 · Dues & Subscriptions	915	16,000	5.7%
502.700 · Travel	5,048	50,000	10.1%
582.250 · Board Expenses	372	6,500	5.7%
583.000 · Safety Program	138	2,000	6.9%
509.800 · Training	3,770	20,000	18.9%
584.500 · CDL & DOT Physical Expenses	1,548	7,000	22.1%
509.100 · Other Miscellaneous	3,502	15,000	23.3%
Total 580.000 · MISCELLANEOUS	15,292	116,500	13.1%
590.000 · LEASES & RENTALS			
591.000 · Leases & Rentals	2,474	11,000	22.5%
Total 590.000 · LEASES & RENTALS	2,474	11,000	22.5%
Total Expense	1,724,242	7,055,977	24.4%
 Net Ordinary Income Before Depreciation	 -309,153	 146,650	
 Depreciation Expense	 283,600		
 Net Ordinary Income After Depreciation	 -592,753		



FY 23-24 RIDERSHIP PERFORMANCE BY ROUTE

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	2023-24 YTD	2022-2023 YTD	# Change	% Change
01 - Willits Local	519	638	527	501	0	0	0	0	0	0	0	0	2185	2018	167	8%
03 - Ukiah - DAR	1202	1395	1155	915	0	0	0	0	0	0	0	0	4667	4461	206	5%
04 - Fort Bragg - DAR	952	1019	800	915	0	0	0	0	0	0	0	0	3686	2579	1,107	43%
05 - BraggAbout	700	972	692	670	0	0	0	0	0	0	0	0	3034	1786	1,248	70%
07 - Jitney	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
08 - Ukiah Evening-Not Operating	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
09 - Ukiah Local	4610	5859	5939	6822	0	0	0	0	0	0	0	0	23230	18827	4,403	23%
20 - Willits - Ukiah	1219	1785	2062	1530	0	0	0	0	0	0	0	0	6596	5915	681	12%
60 - Coaster	448	538	634	739	0	0	0	0	0	0	0	0	2359	1476	883	60%
64 - Ukiah to Fort Bragg-Not Operating	0												0	0	0	#DIV/0!
65 - CC Rider	1076	1350	1154	1216	0	0	0	0	0	0	0	0	4796	2697	2,099	78%
65A - New Route 65-Not Operating	0												0	0	0	#DIV/0!
74 - Saturday Gualala-Ukiah	67	66	41	37	0	0	0	0	0	0	0	0	211	196	15	8%
75 - M-F Gualala to Ukiah	314	483	547	631	0	0	0	0	0	0	0	0	1975	2264	(289)	-13%
95 - Pt. Arena to Santa Rosa	327	324	342	309	0	0	0	0	0	0	0	0	1302	1420	(118)	-8%
97 - Redwood Coast Regional	221	265	223	229	0	0	0	0	0	0	0	0	938	836	102	12%
Special Events	1592	0	0	0	0	0	0	0	0	0	0	0	1592	0	1,592	#DIV/0!
Monthly Totals	13247	14694	14116	14514	0	0	0	0	0	0	0	0	54979	44475	10,504	24%



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	432	416	395	295	359	388	5694	5860	(166)	-3%
03 - Ukiah - DAR	1027	1148	1120	1166	1037	1035	1138	1065	1178	1095	1237	998	13244	11344	1,900	17%
04 - Fort Bragg - DAR	564	717	627	671	662	716	800	734	953	831	979	810	9064	6759	2,305	34%
05 - BraggAbout	445	429	493	419	722	805	620	560	806	835	989	963	8086	5153	2,933	57%
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	4316	4611	4877	4435	4798	4290	57271	39225	18,046	46%
20 - Willits - Ukiah	1012	1552	1627	1724	1582	1572	1396	1525	1833	1433	1594	1346	18196	14930	3,266	22%
60 - Coaster	250	322	437	467	698	742	573	648	583	422	691	584	6417	3410	3,007	88%
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	636	620	693	815	824	903	9055	5553	3,502	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	13	40	33	56	45	59	489	498	(9)	-2%
75 - M-F Gualala to Ukiah	346	602	656	660	420	410	283	425	545	483	506	438	5774	4807	967	20%
95 - Pt. Arena to Santa Rosa	366	371	320	363	294	360	208	229	289	319	359	311	3789	2453	1,336	54%
97 - Redwood Coast Regional	178	262	202	194	154	156	213	222	253	229	248	244	2555	1850	705	0%
Special Events																
Monthly Totals	8890	11649	11716	12220	12782	13005	10628	11095	12438	11248	12629	11334	139634	101842	37,792	37%



FY 23-24 AVERAGE DAILY RIDERS BY ROUTE-Weekday

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
01 - Willits Local	24.71	27.74	25.10	22.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
05 - BraggAbout	33.33	42.26	32.95	30.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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	196.81	238.61	261.05	291.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
20 - Willits - Ukiah	58.05	77.61	98.19	69.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
60 - Coaster	21.33	23.39	30.19	33.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
65 - Fort Bragg to Santa Rosa	48.19	56.91	51.95	52.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
75 - M-F Gualala to Ukiah	14.95	21.00	26.05	28.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
95 - Pt. Arena to Santa Rosa	12.00	10.91	11.52	10.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Monthly Totals	409.38	498.43	537.00	539.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00



FY 23-24 AVERAGE DAILY RIDERS BY ROUTE-Saturdays

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
09 - Ukiah Local	119.25	92.75	91.40	101.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
65 - Fort Bragg to Santa Rosa	13.25	10.25	12.60	17.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
74 - Saturday Gualala-Ukiah	16.75	16.50	8.20	9.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
95 - Pt. Arena to Santa Rosa	11.25	10.25	14.00	10.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Monthly Totals	160.50	129.75	126.20	137.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00



FY 23-24 AVERAGE DAILY RIDERS BY ROUTE-Sundays

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
95 - Pt. Arena to Santa Rosa	6.00	8.00	7.50	6.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Monthly Totals	6.00	8.00	7.50	6.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Ridership Pandemic Comparison Report
MONTHLY REPORT

ROUTE	PRE PANDEMIC FY 18-19	MID PANDEMIC FY 20-21		CURRENT FY 23-24	
	OCT	OCT	As % of Pre Pandemic	OCT	As % of Pre Pandemic
01 - Willits Local	910	346	38.02%	501	55.05%
03 - Ukiah - DAR	1298	713	54.93%	915	70.49%
04 - Fort Bragg - DAR	1322	494	37.37%	915	69.21%
05 - BraggAbout	1714	420	24.50%	670	39.09%
09 - Ukiah Local	11902	2564	21.54%	6822	57.32%
20 - Willits - Ukiah	3396	737	21.70%	1530	45.05%
60 - Coaster	1134	273	24.07%	739	65.17%
64 - Ukiah to Fort Bragg	421	0	0.00%	0	0.00%
65 - CC Rider	1042	288	27.64%	1216	116.70%
74 - Saturday Gualala-Ukiah	89	48	53.93%	37	41.57%
75 - M-F Gualala to Ukiah	907	238	26.24%	631	69.57%
95 - Pt. Arena to Santa Rosa	502	47	9.36%	309	61.55%
97 - Redwood Coast Regional	261	0	0.00%	229	87.74%
Total	24898	6168	24.77%	14514	58.29%

Ridership Pandemic Comparison Report

QUARTERLY REPORT

ROUTE	PRE PANDEMIC					MID PANDEMIC						CURRENT				
	FY 18-19					FY 20-21						FY 23-24				
	AUG	SEPT	OCT	TOTAL PAX		AUG	SEPT	OCT	TOTAL PAX	As % of Pre Pandemic		AUG	SEPT	OCT	TOTAL PAX	As % of Pre Pandemic
01 - Willits Local	877	817	910	2,604		396	276	346	1,018	39%		638	527	501	1,666	64%
03 - Ukiah - DAR	1,290	1,180	1,298	3,768		518	509	713	1,740	46%		1,395	1,155	915	3,465	92%
04 - Fort Bragg - DAR	1,299	1,164	1,322	3,785		346	519	494	1,359	36%		1,019	800	915	2,734	72%
05 - BraggAbout	1,542	1,656	1,714	4,912		637	543	420	1,600	33%		972	692	670	2,334	48%
09 - Ukiah Local	10,377	10,254	11,902	32,533		2,382	2,249	2,564	7,195	22%		5,859	5,859	6,822	18,540	57%
20 - Willits - Ukiah	2,437	2,650	3,396	8,483		665	647	737	2,049	24%		1,785	2,062	1,530	5,377	63%
60 - Coaster	932	1,042	1,134	3,108		153	223	273	649	21%		538	634	739	1,911	61%
64 - Ukiah to Fort Bragg	475	441	421	1,337		-	-	-	-	0%		-	-	-	-	0%
65 - CC Rider	1,020	1,044	1,042	3,106		6	130	288	424	14%		1,350	1,154	1,216	3,720	120%
74 - Saturday Gualala-Ukiah	76	70	89	235		21	17	48	86	37%		66	41	37	144	61%
75 - M-F Gualala to Ukiah	748	734	907	2,389		281	228	238	747	31%		483	547	631	1,661	70%
95 - Pt. Arena to Santa Rosa	512	436	502	1,450		-	-	47	47	3%		324	342	309	975	67%
97 - Redwood Coast Regional	296	262	261	819	-	-	-	-	0%	265	223	229	717	88%		
Quarterly Total	21,881	21,750	24,898	68,529		5,405	5,341	6,168	16,914	25%		14,694	14,036	14,514	43,244	63%

2023-2024 UNMET NEEDS REQUESTS

Date	City	Requestor	Service Requested
7/26/2023	Golden Rule	Ukiah Senior Center	Scheduled pick ups for residents

2022-2023 UNMET NEEDS REQUESTS

Date	City	Requestor	Service Requested
7/28/2021	Ukiah	Executive Director	Transit Center
8/25/2021	Ukiah	Director Richard	Resume services linking inland to the coast - Ukiah to North Coast in the morning and back again in the afternoon.
8/25/2021	Fort Bragg	Director Tarbell	Resume pre-pandemic service to coastal communities
12/8/2021	Fort Bragg	Director Albin-Smith	Requested weekend service in Fort Bragg on a regular basis
02/14/2022	Willits	Steven Wright William Kappelman	Bus Stop at Waugh Lane at Talmage Ave. Both Northbound and Southbound #9 Local
6/21/2022	Willits	Public Member	Saturday services between Ukiah and Willits round trip, and Saturday service in Willits for the Route #1.
9/28/2022	Brooktrails	Public Member	Brooktrails connection for commuters AM/PM



AGENDA SUMMARY REPORT

SUBJECT:

LSC and Design Workshop to present the draft renderings and refined site plan to the MTA Board (Virtually)

SUMMARY:

Ukiah Transit Center update:

LSC has worked with Design Workshop to create a site plan which includes multimodal improvements (electric vehicle chargers, improved pedestrian and bicycle access to and from the site, and other improvements). LSC will present a zoom presentation of the draft renderings of the selected site, north of Kohl's.

ATTACHMENTS:

None



AGENDA SUMMARY REPORT

SUBJECT:

Redwood Valley Bus Stop Project

SUMMARY:

Redwood Valley Bus Stop Project update:

A Caltrans District 1 representative will share the plans for site development and report on the project milestones.

ATTACHMENTS:

None