



**Board of Directors
Regular Meeting Agenda**

Wednesday, February 26, 2025

1:30 p.m.

MTA Board of Directors

Tess Albin-Smith, Interim Chair
Jim Tarbell, Vice Chair
George West
Dan Doyle
Susan Sher
Maureen Mulheren

Fort Bragg

Diana Stuart Fort Bragg Division
190 East Spruce
Conference Room

Teleconference with:

Ukiah

Ukiah Valley Conference Center
200 South School Street

Point Arena City Hall

451 School St.
Point Arena, Ca 95468

Teleconference

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

Topic: MTA Regular Board Meeting

Time: February 26, 2025 01:30 PM Pacific Time (US and Canada)

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

February 26, 2025, MTA Board of Directors Meeting 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 January 29, 2025 Regular Board Meeting
Action: Approve January 29, 2025 Meeting Minutes
2. Acceptance of Preliminary Unaudited Financial Statements
Action: Approve Preliminary Unaudited Financial Statements
3. Acceptance of Service Performance Report
Action: Approve Service Performance Report

D. ACTION & DISCUSSION

1. Unmet Needs
Action: Solicit Public Input
2. 24/25 Revised Operating Budget
Action: Approve Revised Operating Budget
3. 24/25 Revised Capital Budget
Action: Approve Revised Capital Budget
4. CEQA Exemption Bus Charging Infrastructure Project
Action: Approve and direct staff to File Notice of Exemption with Planning Department

E. DIRECTOR AND MANAGEMENT REPORTS

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

F. ADJOURN

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, January 29, 2025

1:30 p.m.

MTA Directors in Attendance

Jim Tarbell, Vice Chair
Tess Albin-Smith- Interim Chair
Susan Sher
Dan Doyle
George West

MTA Directors Absent

TBD

Staff in Attendance

Jacob King, Executive Director
Luis Martinez, Operations Manager
Dawn White, Mobility Manager
Bret Byrd, Maintenance Manager
Sara Marquez, Assistant Clerk of the Board

Staff Absent

Mark Harvey, CFO

Governor Newsom's Executive Order N-29-20 was revised on June 11, 2021, and Executive Order N-08-21 was revised on June 11, 2021. Under AB 361, members of the MTA Board of Directors will participate in this meeting via teleconference or videoconference.

AGENDA ITEMS

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

B. PUBLIC COMMENT- A public member Steve Henderson (Gizmo) wanted to give input on transit hub locations.

C. CONSENT CALENDAR

1. Approval of Minutes of September 25, 2024 Regular Board Meeting
Action: Approve September 25, 2024 Meeting Minutes
2. Approval of Minutes of October 30, 2024 Regular Board Meeting
Action: Approve October 30, 2024 Meeting Minutes
3. Acceptance of Preliminary Unaudited Financial Statements
Action: Approve Preliminary Unaudited Financial Statements
4. Acceptance of Service Performance Report
Action: Approve Service Performance Report

Upon Motion by Director **Albin-Smith** seconded by Director **West**, the Board accepted the Consent Calendar by roll call vote: **AYES:** Albin-Smith, Doyle, Sher, West and Vice Chair Tarbell, **NOES:0 ABSTAIN: 0 ABSENT:0**

D. ACTION & DISCUSSION

1. Election of Interim Chair to Serve from January 29, 2025 to June 30, 2025
Action: Elect an Interim Chair to the Board.

Director West nominated Director Albin-Smith to be Chair of the MTA Board of Directors all the other Directors voted in favor.

Upon Motion Directors voted in favor of Albin Smith to serve as Interim Chair to the Mendocino Transit Board of Directors by roll call vote: **AYES:** Tarbell, Albin-Smith, Doyle, Sher, and West.

NOES:0 ABSTAIN: 0 ABSENT:0

2. Unmet Needs
Action: Solicit Public Input

Director Sher suggests that the board send a card of appreciation to the former chair, acknowledging the long time she served in the role, especially since her departure was somewhat unexpected.

3. Special Events Calendar
Action: Approve Special Events Calendar

The board is reviewing the special events calendar for the year, and while most events are already scheduled, a new event was mentioned in an email this morning. However, it wasn't

on the agenda, so it will be discussed in February if the board chooses.

A concern was raised about the Wine Song event, which had low attendance last year (only six passengers) despite having a driver and vehicle out all day. This raised concerns about whether the event was planned well enough or if it was financially feasible, given the use of taxpayer funds.

Despite this, the board is open to giving Wine Song another try, especially since it's moving back to its traditional venue, the Botanical Gardens, and offering more affordable pricing for locals to increase attendance.

Upon Motion by Director **West** seconded by Director **Tarbell**, the Board approved the Special Events Calendar by roll call vote: **AYES:** Albin-Smith, Doyle, Sher, West and Tarbell, **NOES:0 ABSTAIN: 0 ABSENT:0**

4. 24/25 Revised Operating Budget
Action: Approve Revised Operating Budget

Executive Director King discussed the excess Local Transportation Funds (LTF) received in the year 2022-2023 due to the county's misestimation of the funds. MTA worked with MCOG to develop a formula that would benefit both transit passengers and the agency.

However, staffing challenges, particularly in Fort Bragg, have led to increased labor costs. There has been an exodus of drivers in the area, reducing the staff from ten to five, resulting in increased overtime expenses, which are now the highest labor costs. Benefits have also increased alongside wages.

Additionally, the cost of vehicle parts has significantly risen, often doubling or tripling, due to supply chain issues. This has placed additional strain on the budget, which has had to increase the parts line item to accommodate these higher costs. The aging fleet also requires more repairs, further driving up costs. However, there is hope for relief with the arrival of two new diesel buses and other vehicle repairs.

The budget reflects these challenges, with increased costs for labor and parts.

Upon Motion by Director **Tarbell** seconded by Director **West**, the Board approved the 24/25 Revised Operating Budget by roll call vote: **AYES:** Albin-Smith, Doyle, Sher, West and Tarbell, **NOES:0 ABSTAIN: 0 ABSENT:0**

5. 24/25 Revised Capital Budget
Action: Approve Revised Capital Budget

Executive Director King discussed the progress on the MTA's infrastructure project for electric vehicles (EVs) and solar canopies. The project now totals \$1.5 million, with \$500,000 added. A project manager has been hired, and they are working with PG&E and an architecture firm to design the charging stations, conduits, and solar canopy. The design will also explore the possibility of adding battery backup for the solar system.

Additionally, the MTA planned to purchase four 35-foot Gillig electric buses this year but faces limitations with the available electricity at the Ukiah facility. The current system can only charge two buses at a time, though they can manage with three. The Executive Director is proposing to rescind two of the buses from the order and keep two, which would allow MTA to proceed with its zero-emission goals while staying within capacity.

The uncertainty around federal funding, especially related to a federal loan program for climate change and zero-emission projects, is a concern. The program had set aside \$300 billion, but its future is now in question, which could affect long-term plans for additional buses.

The Executive Director is seeking board approval to rescind two buses from the order and keep two, with the possibility of revisiting the capital budget next month for adjustments. The current budget is solid, but there are uncertainties regarding funding and the future of federal loan programs, which may delay larger projects for the agency.

Upon Motion by Director **Sher** seconded by Director **Tarbell**, the Board approved to amend 24/25 Revised Capital Budget and bring it back next month by roll call vote: **AYES:** Albin-Smith, Doyle, Sher, West and Tarbell, **NOES:0 ABSTAIN: 0 ABSENT:0**

E. DIRECTOR AND MANAGEMENT REPORTS

1. Matters from Management

Bret Byrd, Maintenance Manager, shared that two MTA Freightliners will be arriving on Monday. This year, they also need to conduct inspections for the California Air Resource Board (CARB). Three vehicles will undergo testing this month. Additionally, all vehicles will need to be inspected annually, which will require ongoing work to ensure the fleet stays compliant. Byrd emphasized the importance of staying ahead of these maintenance tasks, as the vehicles are aging and it's crucial to avoid any issues.

Dawn White, Mobility Manager, shared that MTA and the Trolley were proud to participate in the Ukiah Hometown Holiday celebrations, including the Ukiah Light Parade. She expressed gratitude to Katrina from the Greater Ukiah Business and Tourism Alliance for her efforts in bringing back long-time sponsors and securing new ones. The trolley operated from the day after Thanksgiving through Christmas Eve, providing over 1,200 rides to the community, and helping spread holiday joy. Overall, it was another successful year for the event.

Luis Martinez, Operations Manager, Operations Manager Luis Martinez announced that starting next week, MTA will be adjusting its schedule to make connections with Humboldt on Saturdays. This change will align the Saturday schedule with the existing weekday schedule, creating an additional connection with Humboldt.

Executive Director Jacob King shared several updates:

Executive Director King shared exciting news about a new bus stop on Hospital Drive, which has been approved by the engineering department and is awaiting the city council's approval. This new stop will serve southbound buses, with changes to the route that will include a new loop around Main Street, Mason Street, and Perkins, before turning left onto Hospital Drive. This change will benefit both Lake Transit, which also has a bus passing by the hospital, and the future courthouse, as the bus will eventually route by the courthouse. King emphasized that making these improvements now, rather than after the courthouse is built.

King shared excitement about hiring a project manager, the LaFlore Group, for MTA's infrastructure project. The LaFlore Group, which also works with Lake Transit in Lake County, has extensive experience in zero-emission projects, making them well-equipped to help MTA successfully navigate and complete the project.

King highlighted the success of the West Road bus stop, which serves both Route 20 and Route 65. He described it as a great accomplishment.

2. Matters From MCOG.

James Sookne from MCOG explained that they submitted an application to Caltrans for a planning grant to create a vehicle miles travel (VMT) mitigation bank.

3. Matters from Directors

Director West – suggested the idea of writing a letter as a board member to the City of Willits, requesting that Saprina Rodriguez be reinstated as a public member. Director West is willing to take the letter to the City Council meeting in Willits in person.

Tarbell – Director Tarbell expressed appreciation for having a large TV screen but pointed out that it is difficult to identify who is speaking during virtual meetings. He suggested that finding a way to show the speaker's name on the screen would help reduce confusion.

Director Albin- Smith directed staff to work on a letter of support for Saprina Rodriguez to be reinstated into the MTA Board as a public member.

A member of the public thanked Executive director King and MTA Staff for the new West Road Bus Stop.

F. CLOSED SESSION

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

G. ANNOUNCEMENT OUT OF CLOSED SESSION

Interim Chair Albin-Smith announced out of closed session that the board has decided to implement a two-year evaluation for the executive director, starting from January 27, the date of the last performance evaluation. The evaluation period will be backdated to reflect a proactive approach, with the next evaluation scheduled for January 2026.

H. ADJOURN

Meeting adjourn at 3:10 p.m.

Americans with Disabilities Act (ADA) Compliance

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Meeting Date: February 26th, 2025

Agenda Item: # C.2

AGENDA SUMMARY REPORT

SUBJECT:

Preliminary Unaudited Financial Statements July 2024 – December 2024

SUMMARY:

Preliminary Unaudited Financial Reports for the Months of July 2024 through December 2024 from MTA's QuickBooks accounting system including the Statement of Net Position and Statement of Revenues and Expenses.

Revenue of \$3,231,928 is 40.2% of budgeted revenue of \$8,032,366 for the year, with 50.0% of year elapsed.

Expenses of \$3,734,642 are 47.1% of budgeted expenses of \$7,933,591 for the year, with 50.0% of year elapsed.

STAFF RECOMMENDATION:

Accept Unaudited Financial Statements for July 2024 through December 2024.

ATTACHMENTS:

Statement of Net Position as of December 31st, 2024.

Statement of Revenues and Expenses July 2024 – December 2024.

Mendocino Transit Authority
Statement of Net Position
As of December 31st, 2024

ASSETS

Current Assets

Checking/Savings

101.900 · Cash

101.100 · Cash-Operating

Operating Cash 713,618

Senior Operating 474,432

Payroll & Benefits Operating 501,754

Total 101.100 · Cash-Operating Total 1,689,804

101.200 · Cash-Capital

101.202 · Capital Wkg-MUNIS #4100 1,076,017

101.123 - Capital LCTOP-MUNIS #2110 879,904

101.203 · Cap CALOES -MUNIS #4140 2,473

101.204 · Capital PTMISEA-MUNIS #4230 3,139

Total 101.200 · Cash-Capital 1,961,533

Total 101.900 · Cash 3,651,337

Total 102.000 · Accounts Receivable 932,668

Other Current Assets

Total 102.300 · Grants Receivable 2,044,047

Total 102.100 · Accounts Receivable Other 45,000

Total 103.990 - Inventory 68,254

104.199 · Prepaid Expenses Total

104.101 · Prepaid Expenses 42,795

104.102 · Prepaid Insurance 33,290

104.103 · Prepaid Workers Comp 79,109

Total 104.199 · Prepaid Expenses Total 155,194

Total 104.200 · Undeposited Funds 398

Total Other Current Assets 2,312,894

Total Current Assets 6,896,899

Fixed Assets

Total 111.900 · Fixed Assets 21,818,133

Total 111.910 · Accumulated Depreciation -15,239,643

Total 115.900 · Construction in Progress 1,026,651

Total 121.900 · Intangible Total 15,000

Total 121.910 · Accum Amortization Total -15,000

Total 122.900 · Right to Use - Willits Lease Net 39,838

Total Fixed Assets 7,644,979

Other Assets

Total 131.900 · Deferred Outflows of Resource 1,742,997

Total Other Assets 1,742,997

TOTAL ASSETS 16,284,875

Mendocino Transit Authority
Statement of Net Position
As of December 31st, 2024

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

Total Accounts Payable 213,552

Credit Cards

201.300 · Umpqua Credit Card 0

Total Credit Cards 0

Other Current Liabilities

202.100 - Deferred Grant Revenue 1,460,967

204.100 · MCOG FY22/23 LTF Repayment 1,485,932

205.700 · Uncashed Checks 9,422

205.900 · Accruals Total

205.200 · Accrued Payroll 104,081

205.500 · Accrued Vacation 200,712

205.600 · Accrued Sick Leave 119,378

Total 205.900 · Accruals Total 424,172

206.900 · Lease Liabilities

206.000 · Lease Liability - Willits Lease 40,896.00

Total 206.900 · Lease Liabilities 40,896.00

Total Other Current Liabilities 1,935,458

Total Current Liabilities 3,634,942

Long Term Liabilities

231.900 · Prov-Restricted Funds

231.100 · Provision for Liability 18,415

231.200 · Provision for Vehicle Damage 3,542

231.300 · Provision for Unemployment 171,398

231.400 · Provision for Cafeteria Plan 22,623

Total 231.900 · Prov-Restricted Funds 215,978

235.300 · Deferred Inflows of Resource 129,567

235.910 · Pension Liabilities 3,400,766

Total Long Term Liabilities 3,746,311

Total Liabilities 7,381,253

Equity

Total 399.900 · Equity 9,986,919

Net Income -1,083,297

Total Equity 8,903,622

TOTAL LIABILITIES & EQUITY 16,284,875

Mendocino Transit Authority
Statement of Revenues, Expenses
July 2024 - December 2024

| | TOTAL | | |
|---|-----------|-----------|-------------|
| | Actual | Budget | % of Budget |
| Ordinary Income/Expense | | | |
| Income | | | |
| 411.000 · OPERATING REVENUE. | | | |
| 401.110 Fixed Route Farebox Revenue | 169,769 | 275,000 | 61.7% |
| 401.111 Dial-A-Ride Farebox Revenue | 39,518 | 85,000 | 46.5% |
| 402.100 Redwood Coast Regional Center | 36,366 | 65,000 | 55.9% |
| 409.200 · Sonoma County Contract | 90,000 | 180,000 | 50.0% |
| Total 411.000 · OPERATING REVENUE. | 335,654 | 605,000 | 55.5% |
| 420.000 · REVENUES FROM OTHER SOURCES | | | |
| 406.100 · Advertising Contract | 35,686 | 125,000 | 28.5% |
| 407.100 · Maintenance Revenue | 10,167 | 30,500 | 33.3% |
| 407.400 · Investment(Interest) Income | 7,376 | 7,500 | 98.3% |
| 407.500 · Other - Fuel Rebates, Etc. | 0 | 14,000 | 0.0% |
| 409.100 · Local Transportation Fund (LTF) | 1,602,486 | 2,721,637 | 58.9% |
| 409.109 · LTF - Senior Centers - income | 279,097 | 518,407 | 53.8% |
| 510.100 · LTF - Senior Centers - expense | -272,638 | -518,407 | 52.6% |
| 407.115 - Senior Center Administration | 13,250 | 26,500 | 50.0% |
| 409.110 · State Transit Assistance (STA) | 598,890 | 1,197,778 | 50.0% |
| 422.000 · 5310 Operating Assistance | 75,000 | 150,000 | 50.0% |
| 413.101 · 5311 Operating Assistance | 369,060 | 738,115 | 50.0% |
| 490.100 MCOG FY22/23 LTF Repayment | 0 | 725,000 | 0.0% |
| 409.101 · Sb 125 | 27,900 | 725,000 | 3.8% |
| 409.103 · Local Operating 4090 | 0 | 293,485 | 0.0% |
| 413.110 · 5311(f) Operating Assistance | 150,000 | 300,000 | 50.0% |
| 413.113 · 5311 CARES Assistance | 0 | 251,056 | 0.0% |
| 413.113 · 5311(f) CARES Assistance | 0 | 121,795 | 0.0% |
| Total 420.000 · REVENUES FROM OTHER SOURCES | 2,896,274 | 7,427,366 | 39.0% |
| Total Income | 3,231,928 | 8,032,366 | 40.2% |
| Expense | | | |
| Total 501.100 · WAGES | 2,011,164 | 3,870,899 | 52.0% |
| Total 510.000 · BENEFITS | 857,453 | 1,956,767 | 43.8% |
| 520.000 · SERVICE/USER FEES | | | |
| 521.000 · Vehicle Technical Services | 512 | 10,000 | 5.1% |
| 521.250 · Towing | 0 | 3,000 | 0.0% |
| 521.500 · Property Maintenance Services | 98 | 3,500 | 2.8% |
| 521.700 · Contract IT Services | 12,000 | 40,000 | 30.0% |
| 503.202 · Legal Counsel | 54,038 | 60,000 | 90.1% |
| 508.100 · Purch. Trans (Willits DAR) | 0 | 2,400 | 0.0% |
| 523.000 · Marketing | 4,631 | 12,000 | 38.6% |
| 509.300 · Advertising, Legal Notices | 11,355 | 48,000 | 23.7% |
| 524.000 · Software Maintenance Fees | 18,664 | 60,000 | 31.1% |
| 524.200 · Drug & Alcohol Services | 3,035 | 8,000 | 37.9% |
| 525.000 · Facility Security System | 1,676 | 2,500 | 67.0% |
| 525.500 · Accident / Incident Payables | 0 | 25,000 | 0.0% |
| 503.200 · Professional & Technical Svcs | 66,072 | 275,000 | 24.0% |
| Total 520.000 · SERVICE/USER FEES | 172,081 | 549,400 | 31.3% |
| 530.000 · MATERIALS & SUPPLIES | | | |
| 504.110 · Fuel | 239,269 | 550,000 | 43.5% |
| 504.120 · Tires | 17,440 | 45,000 | 38.8% |
| 504.115 · Lubrication | 9,935 | 20,000 | 49.7% |
| 532.500 · Tools | 1,791 | 4,000 | 44.8% |
| 504.100 · Vehicle Maint & Repair Parts | 66,090 | 110,000 | 60.1% |
| 504.200 · Expensed Parts | 276 | 3,125 | 8.8% |

Mendocino Transit Authority
Statement of Revenues, Expenses
July 2024 - December 2024

| | TOTAL | | |
|---|-------------------|-------------------|--------------|
| | Actual | Budget | % of Budget |
| 504.610 · Shop Supplies | 2,883 | 20,000 | 14.4% |
| 504.620 · Facilities,Maint & Repair Parts | 14,390 | 45,000 | 32.0% |
| 504.400 · Office Supplies | 12,078 | 35,000 | 34.5% |
| 509.200 · Printing (Schedules,brochures) | 3,954 | 20,000 | 19.8% |
| 537.000 · Safety & Emergency Supplies | 7,806 | 20,000 | 39.0% |
| 537.500 · Other Materials & Supplies | 8,060 | 25,000 | 32.2% |
| Total 530.000 · MATERIALS & SUPPLIES | 383,970 | 897,125 | 42.8% |
| 540.000 · UTILITIES. | | | |
| 541.000 · MTA Base -Water, Sewer & Waste | 5,057 | 15,000 | 33.7% |
| 541.250 · FB-Water,Sewer, Waste & Propane | 2,223 | 7,000 | 31.8% |
| 541.500 · Willits-Water, Sewer & Waste | 1,707 | 4,000 | 42.7% |
| 542.000 · PG&E-Ukiah, Fort Bragg,Willits | 13,972 | 35,000 | 39.9% |
| 543.000 · TPX- Ukiah Phones / Internet | 25,208 | 50,000 | 50.4% |
| 543.250 · Comcast-Fort Bragg Phones/Inter | 1,670 | 1,750 | 95.4% |
| 544.000 · Verizon-Admin / OPS Cellular | 19,536 | 35,000 | 55.8% |
| Total 540.000 · UTILITIES. | 69,373 | 147,750 | 47.0% |
| Total 560.000 · VEHICLE,CASUALTY & LIABILITY | 199,256 | 400,000 | 49.8% |
| 570.000 · TAXES | | | |
| 571.000 · Taxes-State Bd of Equalization | 178 | 650 | 27.4% |
| 572.000 · Vehicle Licensing & Reg Fees | 0 | 2,000 | 0.0% |
| Total 570.000 · TAXES | 178 | 2,650 | 6.7% |
| 580.000 · MISCELLANEOUS | | | |
| 504.510 · Dues & Subscriptions | 8,132 | 20,000 | 40.7% |
| 502.700 · Travel | 17,907 | 25,000 | 71.6% |
| 582.250 · Board Expenses | 792 | 7,000 | 11.3% |
| 583.000 · Safety Program | 2,071 | 3,000 | 69.0% |
| 509.800 · Training | 3,979 | 20,000 | 19.9% |
| 584.500 · CDL & DOT Physical Expenses | 4,871 | 7,000 | 69.6% |
| 509.100 - Other Miscellaneous | 365 | 15,000 | 2.4% |
| Total 580.000 · MISCELLANEOUS | 38,116 | 97,000 | 39.3% |
| 590.000 · LEASES & RENTALS | | | |
| 591.000 · Leases & Rentals | 3,050 | 12,000 | 25.4% |
| Total 590.000 · LEASES & RENTALS | 3,050 | 12,000 | 25.4% |
| Total Expense | 3,734,642 | 7,933,591 | 47.1% |
| Net Ordinary Income Before Depreciation | -502,714 | 98,775 | |
| Depreciation Expense | -580,584 | 1,120,000 | |
| Net Ordinary Income After Depreciation | -1,083,297 | -1,021,225 | |

| RIDERSHIP-FIXED ROUTE/DAR | Jul-24 | Aug-24 | Sep-24 | 1st Quarter FY | 1st Quarter FY |
|--|--------------|---------------|---------------|----------------|----------------|
| | | | | 24/25 | 23/24 |
| ADULT | 5886 | 5266 | 5011 | 16163 | 13297 |
| SENIORS | 3326 | 3609 | 3252 | 10187 | 10904 |
| DISABLED | 1974 | 2027 | 2033 | 6034 | 5894 |
| PCA | 198 | 194 | 193 | 585 | 439 |
| COLLEGE | 1207 | 1987 | 2474 | 5668 | 5702 |
| FREE | 222 | 327 | 349 | 898 | 1441 |
| CHILD | 270 | 467 | 452 | 1189 | 957 |
| YOUTH PASSES | 143 | 84 | 12 | 239 | 172 |
| MONTHLY PASSES | 613 | 608 | 550 | 1771 | 1232 |
| TRANSFERS | 850 | 882 | 848 | 2580 | 2094 |
| STAFF PASSES | 0 | 0 | 0 | 0 | 0 |
| WHEELCHAIR | 378 | 412 | 364 | 1154 | 1465 |
| BIKES | 304 | 304 | 276 | 884 | 575 |
| TOTAL RIDERSHIP | 14689 | 15451 | 15174 | 45314 | 42132 |
| OPERATIONS | | | | | |
| TOTAL SERVICE DAYS (Mon-Fri) | | | | | |
| VEHICLE SERVICE HOURS | 4161.78 | 4026.74 | 3884.15 | 12072.67 | 11629.61 |
| PASSENGERS PER HOUR | 3.53 | 3.84 | 3.91 | 3.75 | 3.62 |
| VEHICLE SERVICE MILES | 71405 | 71983 | 69003 | 212391 | 207067 |
| PASSENGER PER MILE | 0.21 | 0.21 | 0.22 | 0.21 | 0.20 |
| COSTS | | | | | |
| MONTHLY EXPENSES (Operating Costs) | \$599,716.82 | \$507,895.53 | \$458,912.63 | \$1,566,524.98 | \$1,745,538.63 |
| COST PER PASSENGER | 40.83 | 32.87 | 30.24 | 34.57 | 41.43 |
| COST PER MILE | 8.40 | 7.06 | 6.65 | 7.38 | 8.43 |
| COST PER HOUR | 144.10 | 126.13 | 118.15 | 129.76 | 150.09 |
| REVENUE | | | | | |
| FIXED ROUTE/DAR FAREBOX REVENUE | \$43,961.36 | \$66,843.42 | \$61,288.67 | \$172,093.45 | \$139,723.53 |
| ADVERTISING SALES | \$11,603.00 | \$0.00 | \$11,386.00 | \$22,989.00 | \$25,588.50 |
| AG VAN LEASE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| TOTAL FAREBOX RATIO | 9.27% | 13.16% | 15.84% | 12.45% | 9.47% |
| OPERATING COST | | | | | |
| MCOG PERFORMANCE MEASURE | | | | | |
| DIAL-A-RIDE | 2243 | 2466 | 2100 | 6809 | 6598 |
| PASSENGERS PER HOUR <i>/STANDARD 4.5</i> | 2.63 | 3.49 | 2.98 | 3.03 | 2.62 |
| FAREBOX RATIO <i>/STANDARD 10%</i> | 10% | 10% | 12% | 11% | 9.24% |
| OPERATING COST PER HOUR <i>/STANDARD \$91.70</i> | \$105.40 | \$107.94 | \$97.53 | \$103.63 | \$103.35 |
| COST PER PASSENGER <i>/STANDARD \$20.38</i> | \$40.11 | \$30.89 | \$32.78 | \$34.59 | \$39.57 |
| SHORT DISTANCE BUS ROUTES* | 8582 | 8661 | 8684 | 25927 | 21165 |
| PASSENGERS PER HOUR <i>/STANDARD 14</i> | 5.23 | 4.76 | 4.91 | 4.96 | 4.69 |
| FAREBOX RATIO <i>/STANDARD 10%</i> | 11% | 17% | 20% | 16% | 11.87% |
| OPERATING COST PER HOUR <i>/STANDARD \$85.19</i> | \$160.72 | \$122.69 | \$114.19 | \$132.53 | \$180.71 |
| COST PER PASSENGER <i>/STANDARD \$6.09</i> | \$30.75 | \$25.80 | \$23.25 | \$26.60 | \$36.54 |
| LONG DISTANCE BUS ROUTES** | 3864 | 4324 | 4390 | 12578 | 12777 |
| PASSENGERS PER HOUR <i>/STANDARD 3.2</i> | 2.32 | 2.88 | 3.11 | 2.77 | 2.63 |
| FAREBOX RATIO <i>/STANDARD 10%</i> | 7% | 10% | 13% | 10% | 7.39% |
| OPERATING COST PER HOUR <i>/STANDARD \$92.18</i> | \$147.55 | \$138.87 | \$133.43 | \$139.95 | \$147.55 |
| COST PER PASSENGER <i>/STANDARD \$28.80</i> | \$63.63 | \$48.16 | \$42.86 | \$51.55 | \$57.09 |
| * 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 24-25 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 | 486 | 565 | 474 | 568 | 433 | 831 | 0 | 0 | 0 | 0 | 0 | 0 | 3357 | 3054 | 303 | 10% |
| 03 - Ukiah - DAR | 1311 | 1481 | 1293 | 1524 | 1122 | 1238 | 0 | 0 | 0 | 0 | 0 | 0 | 7969 | 7192 | 777 | 11% |
| 04 - Fort Bragg - DAR | 932 | 985 | 807 | 831 | 772 | 775 | 0 | 0 | 0 | 0 | 0 | 0 | 5102 | 5447 | (345) | -6% |
| 05 - BraggAbout | 748 | 723 | 683 | 786 | 557 | 641 | 0 | 0 | 0 | 0 | 0 | 0 | 4138 | 4395 | (257) | -6% |
| 07 - Jitney | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| 08 - Ukiah Evening | 0 | 309 | 751 | 779 | 435 | 391 | 0 | 0 | 0 | 0 | 0 | 0 | 2665 | 0 | 2,665 | 0% |
| 09 - Ukiah Local | 5694 | 6845 | 6557 | 7293 | 5133 | 5181 | 0 | 0 | 0 | 0 | 0 | 0 | 36703 | 34459 | 2,244 | 7% |
| 20 - Willits - Ukiah | 791 | 1179 | 1361 | 568 | 949 | 831 | 0 | 0 | 0 | 0 | 0 | 0 | 5679 | 8664 | (2,985) | -34% |
| 60 - Coaster | 607 | 614 | 691 | 798 | 464 | 478 | 0 | 0 | 0 | 0 | 0 | 0 | 3652 | 3517 | 135 | 4% |
| 64 - Ukiah to Fort Bragg-Not Operating | 0 | | | | | | | | | | | | 0 | 0 | 0 | 0% |
| 65 - CC Rider | 1517 | 1547 | 1272 | 1503 | 1257 | 1371 | 0 | 0 | 0 | 0 | 0 | 0 | 8467 | 7214 | 1,253 | 17% |
| 65A - New Route 65-Not Operating | 0 | | | | | | | | | | | | 0 | 0 | 0 | 0% |
| 74 - Saturday Gualala-Ukiah | 30 | 54 | 37 | 24 | 38 | 34 | 0 | 0 | 0 | 0 | 0 | 0 | 217 | 286 | (69) | -24% |
| 75 - M-F Gualala to Ukiah | 458 | 502 | 598 | 653 | 379 | 410 | 0 | 0 | 0 | 0 | 0 | 0 | 3000 | 2865 | 135 | 5% |
| 95 - Pt. Arena to Santa Rosa | 461 | 428 | 431 | 398 | 306 | 368 | 0 | 0 | 0 | 0 | 0 | 0 | 2392 | 1822 | 570 | 31% |
| 97 - Redwood Coast Regional | 259 | 219 | 213 | 230 | 203 | 201 | 0 | 0 | 0 | 0 | 0 | 0 | 1325 | 1392 | (67) | -5% |
| Special Events | 1395 | 0 | 6 | 0 | 64 | 1141 | 0 | 0 | 0 | 0 | 0 | 0 | 2606 | 0 | 2,606 | 0% |
| Monthly Totals | 14689 | 15451 | 15174 | 15955 | 12112 | 13891 | 0 | 0 | 0 | 0 | 0 | 0 | 87272 | 80307 | 6,965 | 9% |



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 | 396 | 473 | 535 | 550 | 532 | 532 | 574 | 429 | 6206 | 5694 | 512 | 9% |
| 03 - Ukiah - DAR | 1202 | 1395 | 1155 | 1238 | 1038 | 1164 | 1245 | 1214 | 1326 | 1295 | 1341 | 1143 | 14756 | 13244 | 1,512 | 11% |
| 04 - Fort Bragg - DAR | 952 | 1019 | 800 | 915 | 885 | 876 | 898 | 742 | 823 | 841 | 996 | 939 | 10686 | 9064 | 1,622 | 18% |
| 05 - BraggAbout | 700 | 972 | 692 | 670 | 762 | 599 | 674 | 680 | 739 | 732 | 657 | 571 | 8448 | 8086 | 362 | 4% |
| 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 | 4610 | 5859 | 5939 | 6822 | 5818 | 5411 | 5570 | 6143 | 6790 | 7563 | 7309 | 5772 | 73606 | 57271 | 16,335 | 29% |
| 20 - Willits - Ukiah | 1219 | 1785 | 2062 | 1530 | 1229 | 839 | 1116 | 1381 | 1331 | 1560 | 1466 | 820 | 16338 | 18196 | (1,858) | -10% |
| 60 - Coaster | 448 | 538 | 634 | 739 | 626 | 532 | 570 | 493 | 643 | 669 | 864 | 613 | 7369 | 6417 | 952 | 15% |
| 64 - Ukiah to Fort Bragg-Not Operating | 0 | | | | | | | | | | | | 0 | 0 | 0 | 0% |
| 65 - CC Rider | 1076 | 1350 | 1154 | 1216 | 1082 | 1336 | 1073 | 1044 | 1193 | 1207 | 1298 | 1207 | 14236 | 9055 | 5,181 | 57% |
| 65A - New Route 65-Not Operating | 0 | | | | | | | | | | | | 0 | 0 | 0 | 0% |
| 74 - Saturday Gualala-Ukiah | 67 | 66 | 41 | 37 | 38 | 37 | 22 | 44 | 36 | 45 | 46 | 56 | 535 | 489 | 46 | 9% |
| 75 - M-F Gualala to Ukiah | 314 | 483 | 547 | 631 | 465 | 425 | 521 | 498 | 484 | 508 | 556 | 393 | 5825 | 5774 | 51 | 1% |
| 95 - Pt. Arena to Santa Rosa | 327 | 324 | 342 | 309 | 252 | 268 | 292 | 284 | 256 | 308 | 361 | 504 | 3827 | 3789 | 38 | 1% |
| 97 - Redwood Coast Regional | 221 | 265 | 223 | 229 | 231 | 223 | 214 | 239 | 247 | 255 | 246 | 202 | 2795 | 2555 | 240 | 9% |
| Special Events | 1592 | 0 | 0 | 0 | 155 | 1344 | 0 | 0 | 0 | 124 | 114 | 0 | 3329 | 0 | 3,329 | 0% |
| Monthly Totals | 13247 | 14694 | 14116 | 14837 | 12977 | 13527 | 12730 | 13312 | 14400 | 15639 | 15828 | 12649 | 167956 | 139634 | 28,322 | 20% |



FY 24-25 AVERAGE DAILY RIDERS BY ROUTE-Weekday

| | JULY | AUG | SEPT | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | JUN |
|-------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|-------------|-------------|-------------|-------------|-------------|-------------|
| 01 - Willits Local | 21.13 | 25.68 | 22.57 | 24.70 | 27.85 | 39.57 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 05 - BraggAbout | 32.52 | 32.86 | 32.52 | 34.17 | 27.85 | 30.52 | 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 | 230.09 | 288.41 | 293.76 | 301.13 | 231.55 | 232.57 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 20 - Willits - Ukiah | 34.39 | 53.59 | 64.81 | 24.70 | 47.45 | 39.57 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 60 - Coaster | 26.39 | 27.91 | 32.90 | 34.70 | 23.20 | 22.76 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 65 - Fort Bragg to Santa Rosa | 62.91 | 66.86 | 57.57 | 62.30 | 55.35 | 63.10 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 75 - M-F Gualala to Ukiah | 19.91 | 22.82 | 28.48 | 28.39 | 18.95 | 19.52 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 95 - Pt. Arena to Santa Rosa | 15.96 | 11.82 | 15.10 | 13.52 | 10.50 | 11.48 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Monthly Totals | 443.30 | 529.95 | 547.71 | 523.61 | 442.70 | 459.10 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |



FY 24-25 AVERAGE DAILY RIDERS BY ROUTE-Saturdays

| | JULY | AUG | SEPT | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | JUN |
|-------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|-------------|-------------|-------------|-------------|-------------|-------------|
| 09 - Ukiah Local | 100.50 | 100.00 | 97.00 | 91.75 | 100.40 | 74.25 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 65 - Fort Bragg to Santa Rosa | 17.50 | 15.20 | 15.75 | 17.50 | 30.00 | 11.50 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 74 - Saturday Gualala-Ukiah | 7.50 | 10.80 | 9.25 | 6.00 | 7.60 | 8.50 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 95 - Pt. Arena to Santa Rosa | 14.25 | 20.00 | 15.50 | 10.50 | 9.60 | 16.25 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Monthly Totals | 139.75 | 146.00 | 137.50 | 125.75 | 147.60 | 110.50 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |



FY 24-25 AVERAGE DAILY RIDERS BY ROUTE-Sundays

| | JULY | AUG | SEPT | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | JUN |
|------------------------------|-------------|--------------|--------------|--------------|--------------|--------------|-------------|-------------|-------------|-------------|-------------|-------------|
| 95 - Pt. Arena to Santa Rosa | 9.25 | 17.00 | 10.40 | 11.25 | 12.00 | 12.40 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Monthly Totals | 9.25 | 17.00 | 10.40 | 11.25 | 12.00 | 12.40 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

Meeting Date: January 29, 2025
 Agenda Item: D.1

| 2024-2025 UNMET NEEDS REQUESTS | | | |
|---------------------------------------|----------------------|--------------|---|
| Date | City | Requestor | Service Requested |
| June 2024 | Ukiah | Board Member | At least one electric bus to operate in Ukiah |
| July 2024 | Potter Valley | Public | Potter Valley to College |
| August 2024 | Redwood Valley/Ukiah | Public | Bus stop-Consolidated Tribal Health |
| September 2024 | Willits | Board Member | Service in Brooktrails |
| September 2024 | Willits | Board Member | Service through the Valley |
| September 2024 | Willits | Board Member | Bus Stop across from Hospital |
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2023-2024 UNMET NEEDS REQUESTS

| Date | City | Requestor | Service Requested |
|------------|-------------|---------------------|--|
| 7/26/2023 | Golden Rule | Ukiah Senior Center | Scheduled pick-ups for residents |
| 8/1/2023 | Westport | Jim Tarbell | Service in Westport, CA |
| 8/14/2023 | Ukiah | Facebook | Evening Service |
| 12/27/2023 | Fort Bragg | Facebook | Saturday Service |
| 1/22/2024 | Sea Ranch | Passenger | Between Sea Ranch/Fort Bragg early morning and evening |
| 1/31/2024 | Willits | Passenger | Willits Local 1 adjustment to San Francisco Street |
| 5/29/2024 | Fort Bragg | Public Member | More Transit in Fort Bragg to alleviate parking issues |
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Meeting Date: February 26, 2025

Agenda Item: D.2

AGENDA SUMMARY REPORT

SUBJECT:

MTA 2024-2025 Revised Operating Budget

SUMMARY:

Please find attached the Draft Amended Operating Budget for FY 2024/2025. This budget reflects updated projections based on actual revenues and expenses for the first half of the fiscal year, along with estimates for the remaining six months.

- Labor Costs: These have increased primarily due to higher overtime expenses, which stem from ongoing staffing shortages.
- Benefit Costs: These are directly linked to wage increases.
- Vehicle Parts Costs: The increase in vehicle parts expenses is attributed to both the aging of our fleet and ongoing supply chain challenges.

Approved in January brought back for Resolution

STAFF RECOMMENDATION:

Approve MTA FY 2024-2025 Revised Operating Budget Resolution.

ATTACHMENTS

MTA 2024-2025 Revised Operating Budget
Resolution 2025-01

| | |
|--|---------------------------------|
| MENDOCINO TRANSIT AUTHORITY 2024/25 BUDGET W/ LINE ITEM BREAKDOWN | REVISED OPERATING BUDGET |
|--|---------------------------------|

| ACCOUNT | TITLE | FY 2022-2023 APPROVED BUDGET | FY 2023-2024 APPROVED BUDGET | FY 2024-2025 Approved BUDGET | FY 2024-2025 Revised BUDGET | ADDITIONAL INFORMATION |
|------------------|--|------------------------------|------------------------------|------------------------------|-----------------------------|------------------------|
| OPERATING | | | | | | |
| 50010 | LABOR | | | | | |
| 501.101 | Operators Wages-Fixed Route-Ukiah | 566,754 | 688,816 | 709,480 | 744,188 | |
| 501.101 | Operators Wages - Fixed Route - Fort Bragg | 294,350 | 357,745 | 368,477 | 386,503 | |
| 501.101 | Operators Wages - South Coast | 241,172 | 293,114 | 301,907 | 316,676 | |
| 501.101 | Operators Wages - DAR - Inland | 127,172 | 154,560 | 159,197 | 166,985 | |
| 501.101 | Operators Wages - DAR - Fort Bragg | 105,734 | 128,506 | 132,361 | 138,836 | |
| 501.104 | Operations-Supervisors/Dispatch | 553,367 | 575,501 | 592,766 | 721,314 | |
| 501.103 | Maintenance & Facilities Salaries & Wages | 510,946 | 531,384 | 547,326 | 703,649 | |
| 501.105 | Administrative Salaries | 375,302 | 390,314 | 402,023 | 369,189 | |
| 501.105 | Administrative Staff | 390,506 | 406,126 | 418,310 | 317,059 | |
| 501.109 | Longevity / Bonuses | 6,000 | 6,240 | 6,500 | 6,500 | |
| | TOTAL SALARIES | 3,171,303 | 3,532,306 | 3,638,348 | 3,870,899 | |

| | | | | | | |
|--------------|-------------------------------------|------------------|------------------|------------------|------------------|--|
| 51000 | BENEFITS | | | | | |
| 511.000 | FICA/Medicare | 55,498 | 61,815 | 63,671 | 67,741 | 1.75% of Gross Wages |
| 502.410 | Pension Plan (CalPERS) | 253,704 | 282,584 | 291,068 | 309,672 | Est. 8.0% of Gross Wages |
| 502.450 | CalPERS Unfunded Liability | 415,000 | 221,777 | 268,154 | 268,154 | Per CalPERS Annual Valuation Reports |
| 502.210 | Medical Plan | 540,000 | 755,000 | 755,000 | 755,000 | Blue Shield & Cash In Lieu |
| 502.220 | Dental Plan- FSA - COBRA Admin | 60,000 | 28,000 | 28,000 | 28,000 | Adjusted for new employees |
| 502.230 | Vision Plan | 3,000 | 5,000 | 5,000 | 5,000 | Adjusted for new employees |
| 513.250 | Life Insurance | 7,500 | 11,000 | 11,000 | 11,000 | Adjusted for new employees |
| 502.420 | 457 MTA Match | 90,000 | 115,000 | 115,000 | 115,000 | MTA Matches 5.5 % of Employee Contribution |
| 502.300 | Worker's Compensation Insurance | 164,339 | 171,000 | 171,000 | 171,000 | SDRMA 2024-2025 Invoice |
| 514.500 | Unemployment Insurance | 56,000 | 56,000 | 56,000 | 56,000 | Estimate - MTA is self insured |
| 502.600 | Uniforms & Work Clothing Allowances | 16,000 | 20,000 | 20,000 | 20,000 | New employee Maint. Add 1000 -38.46 X26 |
| 516.500 | Air Med Services (REACH) | 3,250 | 3,500 | 3,500 | 3,500 | Annual Invoice |
| 516.600 | Employee Relations | 3,500 | 4,000 | 4,000 | 4,000 | Employee Relations - All Staff |
| | Incentive Pay | | 142,700 | 142,700 | 142,700 | Contracted through June 30th, 2026 |
| | TOTAL BENEFITS | 1,667,791 | 1,877,377 | 1,934,093 | 1,956,767 | |

**MENDOCINO TRANSIT AUTHORITY
2024/25 BUDGET W/ LINE ITEM
BREAKDOWN**

REVISED OPERATING BUDGET

| ACCOUNT | TITLE | FY 2022-2023 APPROVED BUDGET | FY 2023-2024 APPROVED BUDGET | FY 2024-2025 Approved BUDGET | FY 2024-2025 Revised BUDGET | ADDITIONAL INFORMATION |
|--------------|--------------------------------------|------------------------------|------------------------------|------------------------------|-----------------------------|---|
| 52000 | SERVICE/USER FEES | | | | | |
| 521.000 | Vehicle Technical Services | 12,500 | 10,000 | 10,000 | 10,000 | Outsourcing |
| 521.250 | Towing | 1,200 | 2,400 | 3,000 | 3,000 | |
| 521.500 | Property Maintenance Services | 3,500 | 3,500 | 3,500 | 3,500 | |
| 521.700 | Contract IT Services | 40,000 | 32,000 | 40,000 | 40,000 | Engage IT |
| 503.202 | Legal Counsel | 30,000 | 30,000 | 30,000 | 60,000 | MTA Legal |
| 508.100 | Purchased Transportation | 2,400 | 2,400 | 2,400 | 2,400 | Willits ADA |
| 523.000 | Marketing | 12,000 | 12,000 | 12,000 | 12,000 | Contracted |
| 509.300 | Advertising, Legal Notices | 40,000 | 48,000 | 48,000 | 48,000 | Radio & Newspaper Advertising |
| 524.000 | Computer & Software Maintenance Fees | 60,000 | 45,000 | 60,000 | 60,000 | RouteMatch and Cad/AVL-Check on Turley & Fuelmaster |
| 524.200 | Drug and Alcohol Services | 8,000 | 8,500 | 8,000 | 8,000 | |
| 525.000 | Facility Security System | 2,500 | 2,500 | 2,500 | 2,500 | Deep Valley Security |
| 525.500 | Accident / Incident Payables | 25,000 | 25,000 | 25,000 | 25,000 | |
| 503.200 | Professional & Technical Services | 250,000 | 250,000 | 275,000 | 275,000 | MUNIS,PayChex, GASB68, Accounting, TrackIT, . Indeed, AON |
| | TOTAL SERVICES / USER FEES | 487,100 | 471,300 | 519,400 | 549,400 | |

| | | | | | | |
|--------------|--|----------------|----------------|----------------|----------------|--|
| 53000 | MATERIALS & SUPPLIES CONSUMED | | | | | |
| 504.110 | Fuel | 650,000 | 500,000 | 550,000 | 550,000 | Consulted with Fuel Vendors to arrive at budgeted amount |
| 504.120 | Tires | 45,000 | 52,000 | 45,000 | 45,000 | |
| 504.115 | Lubrication | 32,000 | 27,000 | 20,000 | 20,000 | |
| 532.500 | Tools | 1,875 | 3,500 | 4,000 | 4,000 | |
| 504.100 | Vehicle Maintenance & Repair Parts | 62,500 | 62,500 | 80,000 | 110,000 | |
| 504.200 | Expense Parts | 3,125 | 3,125 | 3,125 | 3,125 | |
| 504.610 | Shop Supplies | 25,000 | 10,000 | 20,000 | 20,000 | Consumables |
| 504.620 | Facilities Maintenance & Janitorial | 43,750 | 45,000 | 45,000 | 45,000 | Aramark, Home Depot, Friedmans |
| 504.400 | Office Supplies | 30,000 | 35,000 | 35,000 | 35,000 | Xerox |
| 536.700 | Computer Programs & Supplies | 15,000 | 0 | | | Moved to Computer Software |
| 509.200 | Printing | 12,000 | 15,000 | 20,000 | 20,000 | Schedules, brochures |
| 537.000 | Safety & Emergency Supplies | 7,000 | 5,000 | 5,000 | 20,000 | Includes PPE |
| 537.500 | Other Materials & Supplies | 17,500 | 25,000 | 25,000 | 25,000 | |
| | TOTAL MATERIALS & SUPPLIES | 944,750 | 783,125 | 852,125 | 897,125 | |

| | | | | | | |
|--------------|------------------------|----------------|----------------|----------------|----------------|-------------------------------------|
| 54000 | UTILITES | | | | | |
| 541.000 | MTA Base | 15,000 | 12,500 | 15,000 | 15,000 | Water, Sewer & Solid Waste |
| 541.250 | Fort Bragg Base | 8,000 | 7,000 | 7,000 | 7,000 | Water, Sewer & Solid Waste, Propane |
| 541.500 | Willits Base | 3,000 | 3,000 | 2,000 | 4,000 | Water, Sewer & Solid Waste |
| 542.000 | Pacific Gas & Electric | 15,500 | 27,500 | 35,000 | 35,000 | Ukiah, Fort Bragg, Willits |
| 543.000 | TPx Communications | 45,000 | 50,000 | 50,000 | 50,000 | Ukiah Phones/Internet |
| 543.250 | Comcast | 1,500 | 1,750 | 1,750 | 1,750 | Fort Bragg Phones/Internet |
| 544.000 | Verizon | 30,000 | 35,000 | 35,000 | 35,000 | Admin/OPS Cellular |
| | TOTAL UTILITIES | 118,000 | 136,750 | 145,750 | 147,750 | |

| | |
|--|---------------------------------|
| MENDOCINO TRANSIT AUTHORITY 2024/25 BUDGET W/ LINE ITEM BREAKDOWN | REVISED OPERATING BUDGET |
|--|---------------------------------|

| ACCOUNT | TITLE | FY 2022-2023 APPROVED BUDGET | FY 2023-2024 APPROVED BUDGET | FY 2024-2025 Approved BUDGET | FY 2024-2025 Revised BUDGET | ADDITIONAL INFORMATION |
|--------------|--|------------------------------|------------------------------|------------------------------|-----------------------------|---|
| 56000 | VEHICLE, CASUALTY & LIABILITY COSTS | | | | | |
| 506.100 | Insurance | 365,000 | 375,000 | 385,000 | 400,000 | CalTIP, MacKey, Alliant-Estimates due June 10th |
| | TOTAL CASUALTY & LIABILITY COSTS | 365,000 | 375,000 | 385,000 | 400,000 | |

| ACCOUNT | TITLE | FY 2022-2023 APPROVED BUDGET | FY 2023-2024 APPROVED BUDGET | FY 2024-2025 Approved BUDGET | FY 2024-2025 Revised BUDGET | ADDITIONAL INFORMATION |
|--------------|-------------------------------------|------------------------------|------------------------------|------------------------------|-----------------------------|----------------------------------|
| 57000 | TAXES | | | | | |
| 571.000 | Taxes - State Board of Equalization | 600 | 600 | 650 | 650 | Out of State Purchases not taxed |
| 573.000 | Other Licensing Fees & Taxes | 1,700 | 1,700 | 2,000 | 2,000 | Hazardous Materials Permit |
| | TOTAL TAXES | 2,300 | 2,300 | 2,650 | 2,650 | |

| ACCOUNT | TITLE | FY 2022-2023 APPROVED BUDGET | FY 2023-2024 APPROVED BUDGET | FY 2024-2025 Approved BUDGET | FY 2024-2025 Revised BUDGET | ADDITIONAL INFORMATION |
|--------------|-------------------------------|------------------------------|------------------------------|------------------------------|-----------------------------|--|
| 58000 | MISCELLANEOUS | | | | | |
| 504.510 | Dues & Subscriptions | 16,000 | 16,000 | 16,000 | 20,000 | Newspapers,CTA,CALACT,CSDA,AFTA |
| 502.700 | Travel | 50,000 | 50,000 | 25,000 | 25,000 | Fly to Inspect Buses, Trainings, Conferences |
| 582.250 | Board Expenses | 3,500 | 6,500 | 7,000 | 7,000 | Meeting Expenses |
| 583.000 | Safety Program | 1,000 | 2,000 | 3,000 | 3,000 | Awards-Banquets-Employee Incentives |
| 509.800 | Training | 6,000 | 20,000 | 20,000 | 20,000 | Classes, Seminars & Materials |
| 584.500 | CDL and DOT Physical Expenses | 6,000 | 7,000 | 7,000 | 7,000 | Drug Free USA |
| 509.100 | Other Miscellaneous | 15,000 | 15,000 | 15,000 | 15,000 | |
| | TOTAL MISCELLANEOUS | 97,500 | 116,500 | 93,000 | 97,000 | |

| ACCOUNT | TITLE | FY 2022-2023 APPROVED BUDGET | FY 2023-2024 APPROVED BUDGET | FY 2024-2025 Approved BUDGET | FY 2024-2025 Revised BUDGET | ADDITIONAL INFORMATION |
|--------------|-----------------------------------|------------------------------|------------------------------|------------------------------|-----------------------------|------------------------------------|
| 59000 | LEASES & RENTALS | | | | | |
| 591.000 | Leases and Rentals | 9,000 | 11,000 | 12,000 | 12,000 | City of Willits, RCFP, South Coast |
| | TOTAL LEASES & RENTALS | 9,000 | 11,000 | 12,000 | 12,000 | |

| | | | | | | |
|--|-------------------------------------|------------------|------------------|------------------|------------------|--|
| | TOTAL OPERATING EXPENDITURES | 6,862,743 | 7,305,658 | 7,582,366 | 7,933,591 | |
|--|-------------------------------------|------------------|------------------|------------------|------------------|--|

| | |
|--|---------------------------------|
| MENDOCINO TRANSIT AUTHORITY 2024/25 BUDGET W/ LINE ITEM BREAKDOWN | REVISED OPERATING BUDGET |
|--|---------------------------------|

| ACCOUNT | TITLE | FY 2022-2023 APPROVED BUDGET | FY 2023-2024 APPROVED BUDGET | FY 2024-2025 Approved BUDGET | FY 2024-2025 Revised BUDGET | ADDITIONAL INFORMATION |
|---------|-------|------------------------------|------------------------------|------------------------------|-----------------------------|------------------------|
|---------|-------|------------------------------|------------------------------|------------------------------|-----------------------------|------------------------|

| OPERATING REVENUE | | FY 2022-2023 APPROVED BUDGET | FY 2023-2024 APPROVED BUDGET | FY 2024-2025 Approved BUDGET | FY 2024-2025 Revised BUDGET | ADDITIONAL INFORMATION |
|-------------------|---------------------------------|------------------------------|------------------------------|------------------------------|-----------------------------|------------------------|
| ACCOUNT | OPERATING REVENUE | | | | | |
| 41000 | REVENUES FROM OPERATING | | | | | |
| 401.110 | Fixed Route Farebox Revenue | 400,000 | 225,000 | 275,000 | 275,000 | |
| 401.111 | Dial-A-Ride Farebox Revenue | 60,000 | 70,000 | 85,000 | 85,000 | |
| 402.100 | Redwood Coast Regional Center | 65,000 | 65,000 | 65,000 | 65,000 | |
| 409.200 | Sonoma County Contract | 181,000 | 180,000 | 180,000 | 180,000 | New 2024-2025 Contract |
| | TOTAL OPERATING REVENUES | 706,000 | 540,000 | 605,000 | 605,000 | |

| | | | | | | |
|--------------|--|------------------|------------------|------------------|------------------|---|
| 42000 | REVENUES FROM OTHER SOURCES | | | | | |
| 409.100 | Local Transportation Fund (LTF) | 3,428,087 | 3,617,071 | 2,721,637 | 2,721,637 | 24-25 MCOG claim |
| 409.100 | Local Transportation Fund (LTF) -Unmet Needs | 300,000 | 50,000 | 0 | 0 | Unmet Needs |
| 409.110 | State Transit Assistance | 967,375 | 1,443,571 | 1,197,778 | 1,197,778 | 24-25 MCOG claim |
| 422.000 | 5310 Operating Assistance | 150,000 | 150,000 | 150,000 | 150,000 | |
| 413.101 | 5311 Operating Assistance | 717,774 | 717,774 | 738,115 | 738,115 | |
| 413.110 | 5311(f) Operating Assistance | 200,000 | 300,000 | 300,000 | 300,000 | Intercity CCRider |
| 406.100 | Advertising Contract | 110,000 | 125,000 | 125,000 | 125,000 | Helen Foraker |
| n/a | Senior Center Payments | -729,019 | -681,249 | -518,407 | -518,407 | Payments to Senior Centers & Insurance |
| n/a | Senior Center Reimbursements | 729,019 | 681,249 | 518,407 | 518,407 | Payments from MCOG to reimburse MTA |
| 109.109 | Senior Center Administration | 26,500 | 26,500 | 26,500 | 26,500 | Annual Fee from MCOG |
| 407.100 | Maint Fuel Revenue (prior incl labor,parts) | 24,000 | 30,500 | 30,500 | 30,500 | Fuel Only |
| 407.400 | Investment Income | 7,500 | 7,500 | 7,500 | 7,500 | Interest - Mendocino County & Banks |
| 407.500 | Other - Fuel Rebates, etc. | 14,000 | 14,000 | 14,000 | 14,000 | |
| 450.000 | CARES-5311 | 200,000 | 200,000 | 251,056 | 251,056 | |
| new | MCOG FY22/23 LTF Repayment | | | | 725,000 | MTA cash balance from prior year revenue |
| new | SB 125 | | | 1,000,000 | 725,000 | Fiscal Cliff/Restore Night Service/Covelo Laytonville |
| 413.110 | CARES-5311(F) | 75,000 | 75,000 | 121,795 | 121,795 | |
| 409.100 | Local Operating 4090 | | | 293,485 | 293,485 | |
| | TOTAL REVENUES FROM OTHER SOURCES | 6,220,236 | 6,756,916 | 6,977,366 | 7,427,366 | |

| | | | | | | |
|--|--------------------------------|------------------|------------------|------------------|------------------|--|
| | TOTAL OPERATING REVENUE | 6,926,236 | 7,296,916 | 7,582,366 | 8,032,366 | |
|--|--------------------------------|------------------|------------------|------------------|------------------|--|

| | | | | | |
|--|-------------------|-------------------|-------------------|-------------------|-------------------------------|
| | 63,493 | -8,742 | 0 | 98,775 | REVENUE OVER EXPENSES |
| | | | | | |
| | -1,120,000 | -1,120,000 | -1,120,000 | -1,120,000 | <i>Estimated Depreciation</i> |
| | | | | | |
| | -1,056,507 | -1,128,742 | -1,120,000 | -1,021,225 | <i>Net after Depreciation</i> |



**MENDOCINO TRANSIT AUTHORITY
RESOLUTION 2025-01
ADOPTION OF FISCAL YEAR 2024-2025
REVISED 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 Revised Final Fiscal Year 2024-2025 Operating Budget presented to the Board on February 26, 2025, 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 February 26, 2025, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Tess Albin-Smith, Chair

Jacob King, Executive Director



Meeting Date: February 26, 2025

Agenda Item: D.3

AGENDA SUMMARY REPORT

SUBJECT:

MTA 2024-2025 Revised Capital Budget

SUMMARY:

Please find attached the Draft Amended Capital Budget for FY 2024/2025.

The capital budget has been updated to reflect the fiscal year 22/23 Local Transportation Fund (LTF) repayment, as well as the allocation of State of Good Repair funds for emergency roof repairs.

Key changes include:

The 22/23 LTF repayment plan now includes an additional \$500,000 allocated to the Zero Emission Infrastructure Project.

A potential further revision to the capital budget may be necessary in the spring for the electric bus purchases due to ongoing challenges with securing the required electricity for the project

Approved in January brought back per Board instruction.

STAFF RECOMMENDATION:

Approve the MTA FY 2024-2025 Revised Capital Budget Resolution.

ATTACHMENTS:

MTA 2024-2025 Revised Capital Budget
Resolution 2025-02

FY 24/25 FIVE YEAR CAPITAL PROGRAM by YEAR - FINAL

| Revenues | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 | 5 Year Total |
|---|----------|------------------|----------|------------------|----------|------------------|
| FEDERAL | | | | | | |
| 5310 Elderly and Disabled | | | | | | 0 |
| 5339 Low-No Emission Bus/Infrastructure | | 2,400,000 | | 4,000,000 | | 4,000,000 |
| Projected Federal Fund Totals | 0 | 2,400,000 | 0 | 4,000,000 | 0 | 4,000,000 |

| STATE | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 | 5 Year Total |
|--|------------------|------------------|------------------|------------------|------------------|-------------------|
| State of Good Repair (SB1) | 547,000 | 130,000 | 130,000 | 130,000 | 130,000 | 1,067,000 |
| Transit & Intercity Rail Capital Program (TIRCP) | | 723,355 | 2,855,921 | 8,407,600 | 6,571,838 | 18,558,714 |
| Cap & Trade (LCTOP) | 879,904 | 150,000 | 150,000 | 200,000 | 200,000 | 1,579,904 |
| VW Mitigation Funds | | | | | | 0 |
| SB-125 | 120,000 | 2,400,000 | 385,296 | | | 5,305,296 |
| HVVP Electric Bus Vouchers | 136,000 | | 204,000 | 204,000 | 204,000 | 748,000 |
| Projected State Fund Totals | 1,682,904 | 3,403,355 | 3,725,217 | 8,941,600 | 7,105,838 | 27,258,914 |

| LOCAL | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 | 5 Year Total |
|------------------------------------|------------------|----------------|----------------|---------------|----------------|------------------|
| MTA Capital Reserve Fund | 1,500,000 | 41,145 | | 900 | 186,162 | 1,728,207 |
| Local Transportation Fund LTF | | | | | | 0 |
| MCOG Capital Reserve Fund | | | 101,179 | | | 101,179 |
| State Transit Assistance STA | | 70,600 | 87,200 | 61,000 | 61,000 | 279,800 |
| Projected Local Fund Totals | 1,500,000 | 111,745 | 188,379 | 61,900 | 247,162 | 2,109,186 |

| | | | | | | |
|----------------------|------------------|------------------|------------------|-------------------|------------------|-------------------|
| TOTAL REVENUE | 3,182,904 | 5,915,100 | 3,913,596 | 13,003,500 | 7,353,000 | 33,368,100 |
|----------------------|------------------|------------------|------------------|-------------------|------------------|-------------------|

| Expense | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 | 5 Year Total |
|----------------------------------|------------------|------------------|------------------|------------------|----------------|-------------------|
| Vehicle Acquisition: | | | | | | |
| Staff Vehicles | | 40,000 | 80,000 | | | 120,000 |
| Maintenance Vehicles | | | | | 100,000 | 100,000 |
| Cutaways - Paratransit | 120,000 | 480,000 | 750,000 | | | 1,350,000 |
| Cutaways - FR | 1,035,000 | | 1,725,000 | 690,000 | 690,000 | 4,140,000 |
| Buses - Medium Duty | 520,000 | 550,000 | 550,000 | 550,000 | | 2,170,000 |
| Buses - Heavy Duty | | 4,800,000 | | 5,200,000 | | 10,000,000 |
| Trolley | | | | | | 0 |
| Total Vehicle Acquisition | 1,675,000 | 5,870,000 | 3,105,000 | 6,440,000 | 790,000 | 17,880,000 |

| Equipment & Minor Facilities | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 | 5 Year Total |
|---|---------------|---------------|----------------|---------------|---------------|----------------|
| Operations | 4,000 | 4,000 | 8,000 | 4,000 | 4,000 | 24,000 |
| Vehicle | 12,500 | 12,500 | 12,500 | 13,000 | 13,000 | 63,500 |
| Maintenance | 45,900 | 38,000 | 72,000 | 17,500 | 20,000 | 193,400 |
| Administration | 6,000 | 13,100 | 21,500 | 11,500 | 8,500 | 60,600 |
| Shelters & Benches | 17,500 | 17,500 | 17,500 | 17,500 | 17,500 | 87,500 |
| Total Equipment & Minor Facilities | 85,900 | 85,100 | 131,500 | 63,500 | 63,000 | 429,000 |

| Major Facilities & Planning | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 | 5 Year Total |
|---|------------------|----------|----------------|------------------|------------------|-------------------|
| Short Range Transit Plan | | | | | | 0 |
| Transit Center | | | | | 8,500,000 | 8,500,000 |
| Facilities ZEB Infrastructure and Modernization | 1,500,000 | | 677,096 | 6,500,000 | | 8,677,096 |
| Total Major Facilities | 1,500,000 | 0 | 677,096 | 6,500,000 | 8,500,000 | 17,177,096 |

| | | | | | | |
|----------------------|------------------|------------------|------------------|-------------------|------------------|-------------------|
| Total Expense | 3,260,900 | 5,955,100 | 3,913,596 | 13,003,500 | 9,353,000 | 35,486,096 |
|----------------------|------------------|------------------|------------------|-------------------|------------------|-------------------|

| | | | | | | |
|------------------|----------------|----------------|----------|----------|-------------------|-------------------|
| GAIN/Loss | -77,996 | -40,000 | 0 | 0 | -2,000,000 | -2,117,996 |
|------------------|----------------|----------------|----------|----------|-------------------|-------------------|

MTA Five -YearCapital Vehicle Replacement Plan

REPLACE = retire and sell
BUY = buy

| Staff - Vehicles | | | | | | | | | |
|------------------|--------------------------|-----|------|-------------------------|---------|---------|---------|---------|---------|
| Odometer | 4 YEARS OR 100,000 MILES | | | | | | | | |
| | Fund | # | Year | Make/Mod | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 |
| | STIP | 201 | 11 | ChevVolt plug-in-hybrid | | REPLACE | | | |
| | STA | 307 | 11 | Toyota Prius hybrid | | | REPLACE | | |
| | STA | 308 | 11 | Toyota Prius hybrid | | | REPLACE | | |
| | | 309 | 18 | Rav-4 | | | | | |
| | | 310 | 22 | Hybrid - All Wheel | | | | | |
| | Capital Reserve | 311 | 24 | Hybrid - All Wheel | BUY | | | | |
| | | 312 | 26 | hybrid | | | BUY | | |
| | | 313 | 26 | hybrid | | | BUY | | |
| | | 314 | | hybrid | | | | | |
| | | 315 | | | | | | | |
| | | 316 | | | | | | | |

| Maintenance - Facilities Vehicles | | | | | | | | | |
|-----------------------------------|------|------------------|----|---------------------|---------|---------|---------|---------|---------|
| | | | | | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 |
| | FUND | Van for Cleaning | | | | | | | |
| | | 93 | | Ford Transit | | | | | |
| | | 94 | | Ford Transit | | | | | |
| | | 91 | | Electric equivalent | | | | | |
| | | 92 | | Electric equivalent | | | | | |
| | | Pickup Truck | | | | | | | |
| | | 98 | 1 | Ford F350 | | | | | MTC |
| | | 95 | 14 | | | | | | buy |

| Dial-a-Ride - Paratransit Vans | | | | | | | | | |
|--------------------------------|--------------------|--------------------------|------|------------|---------|---------|---------|---------|---------|
| Odometer | Type II or Class A | Electric equivalent | | | | | | | |
| 0 | 0 | 5 YEARS OR 150,000 MILES | | | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 |
| | Fund | # | Year | Make/Mod | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 |
| | | 619 | 11 | Glaval gas | DAR | | | | |
| | | 620 | 11 | Glaval gas | | DAR | | | |
| | | 621 | 11 | Glaval gas | | DAR | | | |
| | | 622 | 11 | Glaval gas | | DAR | | | |
| | | 623 | 11 | Glaval gas | | DAR | | | |
| | | 624 | 13 | Glaval gas | | | DAR | | |
| | | 625 | 13 | Glaval gas | | | DAR | | |
| | | 626 | 13 | Glaval gas | | | DAR | | |
| | | 627 | 13 | Glaval gas | | | DAR | | |
| | | 628 | 13 | Glaval gas | | | DAR | | |
| | | 629 | 24 | Hybrid | BUY | | | | |
| | 5310/STA | 630 | 25 | Hybrid | | BUY | | | |
| | 5310/STA | 631 | 25 | | | BUY | | | |
| | 5310/STA | 632 | 25 | | | BUY | | | |
| | 5310/STA | 633 | 25 | | | BUY | | | |
| | 5310/STA | 634 | 26 | | | | BUY | | |
| | 5310/STA | 635 | 26 | | | | BUY | | |
| | 5310/STA | 636 | 26 | | | | BUY | | |
| | 5310/STA | 637 | 26 | | | | BUY | | |
| | 5310/STA | 638 | 26 | | | | BUY | | |

| Fixed Route - Cutaway | | | | | | | | | |
|-----------------------|---------------------|--------------------------|------|-------------------|---------|---------|---------|---------|---------|
| Odometer | Type III or Class C | | | | | | | | |
| | | 7 YEARS OR 150,000 MILES | | | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 |
| | Fund | # | Year | Make/Mod | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 |
| | | 719 | 9 | | FR-CUT | | | | |
| | | 723 | 10 | 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 | | | FR-CUT | | |
| | | | 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 | 19 | Champion | | | | | |
| | | | 741 | 19 | Champion | | | | | |
| | VW | | 742 | 21 | Diamond-Lightning | | | | | |
| | VW | | 743 | 21 | Diamond-Lightning | | | | | |
| | VW | | 744 | 24 | Endera | BUY | | | | |
| | HVIP | | 745 | 24 | Endera | BUY | | | | |
| | HVIP | | 746 | 24 | Endera | BUY | | | | |
| | HVIP | | 747 | | | | | | | |
| | STA | | 748 | | | | | | | |
| | STA | | 749 | | | | | BUY | | |
| | STA | | 750 | | | | | BUY | | |
| | STA | | 751 | | | | | BUY | | |
| | STA | | 752 | | | | | BUY | | |
| | STA | | 753 | | | | | BUY | | |
| | STA | | 754 | | | | | | | |
| | STA | | 755 | | | | | | BUY | |
| | STA | | 756 | | | | | | BUY | |
| | STA | | 757 | | | | | | | BUY |
| | STA | | 758 | | | | | | | BUY |
| | STA | | 759 | | | | | | | |
| | STA | | 760 | | | | | | | |
| | STA | | 761 | | | | | | | |
| | STA | | 762 | | | | | | | |
| | STA | | 763 | | | | | | | |
| | STA | | 764 | | | | | | | |
| | STA | | 765 | | | | | | | |
| | STA | | 766 | | | | | | | |
| | | | | | | 3 | 2 | 3 | 3 | 3 |

Fixed Route Fleet - Medium Duty Buses

| Odometer | | Type VII VIII or Class E | | | | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 |
|----------|-----|---------------------------------|----------------|--|-----|---------|---------|---------|---------|---------|
| 0 | 0 | Life: 10 years or 350,000 miles | | | | | | | | |
| Fund | # | Year | Make/Mod | | | | | | | |
| | 808 | 15 | Cummins Glavel | | | REPLACE | | | | |
| | 809 | 15 | Cummins Glavel | | | | REPLACE | | | |
| | 810 | 15 | Cummins Glavel | | | | | REPLACE | | |
| | 811 | 23 | Cummins Glavel | | BUY | | | | | |
| | 812 | 23 | Cummins Glavel | | BUY | | | | | |
| | 813 | | | | | BUY | | | | |
| | 814 | | | | | | BUY | | | |
| | 815 | | | | | | | BUY | | |
| | 816 | | | | | | | | | |
| | 817 | | | | | | | | | |
| | 818 | | | | | | | | | |
| | 819 | | | | | | | | | |
| | 820 | | | | | | | | | |

Fixed Route Fleet - Heavy Duty Buses

| Hubometer | | Urban Bus Class H | | | | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 |
|-----------|--------|---------------------------------|-----------------------------------|----------------------------------|--|--------------|---------|---------|---------|---------|
| | | Life: 12 YEARS OR 500,000 MILES | | | | | | | | |
| Fund | # | Year | Make/Mod | | | | | | | |
| | 906 | 99 | 40' Gillig | | | | | | | |
| | 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 | | |
| | 5339 | 23 | 35 Gillig All Electric Low Floor | | | REPLACED 906 | | | | |
| | SB-125 | 919 | 25 | 35 Gillig All Electric Low Floor | | BUY | | | | |
| | SB-125 | 920 | 25 | 35 Gillig All Electric Low Floor | | BUY | | | | |
| | SB-125 | 921 | 25 | 35 Gillig All Electric Low Floor | | BUY | | | | |

| | | | | | | | | | |
|--|--|--------|------------|----|----------------------------------|-----|--|-----|--|
| | | SB-125 | 922 | 25 | 35 Gillig All Electric Low Floor | BUY | | | |
| | | | 923 | 27 | 35 Gillig All Electric Low Floor | | | BUY | |
| | | | 924 | 27 | 35 Gillig All Electric Low Floor | | | BUY | |
| | | | 925 | 27 | 35 Gillig All Electric Low Floor | | | BUY | |
| | | | 926 | 27 | 35 Gillig All Electric Low Floor | | | BUY | |
| | | | | | | | | | |

MTA Five-Year Capital Plan

Vehicle Replacement Plan - Estimated Costs

| Schedule of Purchases | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 |
|------------------------|----------|-----------|-----------|----------|----------|
| Staff - Hybrid AW | | 1 | 2 | | |
| Staff - Electric | | | | | |
| Staff - Mtc Van | | | | | |
| Staff - Mtc Truck | | | | | 1 |
| Senior Center Mini-Van | | | | | |
| Senior Center Bus | | | | | |
| Dial-A-Ride Bus | 1 | 4 | 5 | | |
| Cutaway Buses | 3 | | 5 | 2 | 2 |
| Medium Duty Bus | 1 | 1 | 1 | 1 | |
| Heavy Duty Bus | | 4 | | 4 | |
| TOTAL | 5 | 10 | 13 | 7 | 3 |

| Unit Cost (\$000)* | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 |
|--------------------------|---------|-----------|---------|-----------|---------|
| Staff - Hybrid AW | | 40,000 | 40,000 | | |
| Staff - Electric | | | | | |
| Staff - Mtc Van | | | | | |
| Staff - Mtc Truck (crew) | | | | | 100,000 |
| Dial-A-Ride Bus | 120,000 | 120,000 | 150,000 | | |
| All Electric Cutaway Bus | 345,000 | | 345,000 | 345,000 | 345,000 |
| Medium Duty Diesel | 520,000 | 550,000 | 550,000 | 550,000 | 0 |
| Heavy Duty Bus | | 1,200,000 | | 1,300,000 | 0 |

| TOTAL ANNUAL COST | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 |
|---------------------------|------------------|------------------|------------------|------------------|----------------|
| Staff - Hybrid AW | 0 | 40,000 | 80,000 | 0 | 0 |
| Staff - Electric | 0 | | 0 | | |
| Staff - Mtc Van | | | | | |
| Staff - Mtc Truck (crew) | | | | 0 | 100,000 |
| Dial-A-Ride Bus | 120,000 | 480,000 | 750,000 | 0 | 0 |
| Cutaway Bus | 1,035,000 | 0 | 1,725,000 | 690,000 | 690,000 |
| Medium Duty Diesel | 520,000 | 550,000 | 550,000 | 550,000 | 0 |
| Heavy Duty Bus | 0 | 4,800,000 | 0 | 5,200,000 | 0 |
| Total Annual Costs | 1,675,000 | 5,870,000 | 3,105,000 | 6,440,000 | 790,000 |

FY 24-25 FIVE-YEAR CAPITAL PLAN

Equipment Purchase Detail

| Category | | | | | | Five-Year Total |
|-----------------------------------|--------------|--------------|--------------|--------------|--------------|--------------------|
| Project | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 | |
| Operations | | | | | | |
| Miscellaneous | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 | 10,000 |
| Office Furniture | 2,000 | | 2,000 | | 2,000 | 6,000 |
| Computers: Receptionist | | | | | | 0 |
| Computers: Training Supervisor | | | | 2,000 | | 2,000 |
| Computers: Dispatch Supervisor | | | | | | 0 |
| Computers: South Coast Supervisor | | | | 2,000 | | 2,000 |
| Computers: Fort Bragg Supervisor | | | | | | 0 |
| Training Equipment | | 2,000 | | 2,000 | 0 | 4,000 |
| Transportation Totals | 4,000 | 4,000 | 4,000 | 8,000 | 4,000 | 24,000 |

| Category | | | | | | Five-Year Total |
|-----------------------------------|---------------|---------------|---------------|---------------|---------------|--------------------|
| Project | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 | |
| Vehicles | | | | | | |
| Miscellaneous | 2,500 | 2,500 | 2,500 | 3,000 | 3,000 | 13,500 |
| Cutaway Transmissions and Engines | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 50,000 |
| Vehicles Total | 12,500 | 12,500 | 12,500 | 13,000 | 13,000 | 63,500 |

| Category | | | | | | Five-Year Total |
|---|---------------|---------------|---------------|---------------|---------------|--------------------|
| Project | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 | |
| Maintenance | | | | | | |
| Miscellaneous | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 75,000 |
| Ukiah Yard Reseal | | 8,000 | | | | 8,000 |
| Willits Yard Reseal | | 5,000 | | | 5,000 | 10,000 |
| Ft. Bragg Yard Reseal | | 5,000 | | | | 5,000 |
| Wood seal north wall of shop | | 5,000 | | | | 5,000 |
| Break Room Roof | 25,000 | | | | | 25,000 |
| Old Ukiah Shop - Remodel | | | | | | 0 |
| Multi Refrigerant Recycle Machine | 3,500 | | | | | 3,500 |
| Willits Office Rehab | 1,200 | | | | | 1,200 |
| Alignment Equipment | | | 50,000 | | | 50,000 |
| Emmissions CARB compliant testing equipment | 1,200 | | | | | 1,200 |
| Wash Bay Pumps and Motors | | | 7,000 | | | 7,000 |
| Replace Diagnostics Laptop | | | | 2,500 | | 2,500 |
| Maintenance Totals | 45,900 | 38,000 | 72,000 | 17,500 | 20,000 | 193,400 |

FY 24-25 FIVE-YEAR CAPITAL PLAN

Equipment Purchase Detail

| Category | | | | | | Five-Year Total |
|--------------------------------------|---------|---------|---------|---------|---------|--------------------|
| Project | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 | |
| Office - Administration | | | | | | |
| Miscellaneous | 3,000 | 3,000 | 3,500 | 3,500 | 3,500 | 16,500 |
| Heavy Duty Paper Shredder | | 2,100 | | | | 2,100 |
| Coin Sorter | | 1,500 | | | | 1,500 |
| Wiring Upgrade | | | | | | 0 |
| Managed IT Network/Care | | 3,000 | | 3,000 | | 6,000 |
| Furniture | 1,000 | 1,000 | 2,000 | | 2,000 | 6,000 |
| Telephone+Cell, replace + headsets | | | 10,000 | | | 10,000 |
| Video Conference Ukiah and UVConfCtr | | | | 5,000 | | 5,000 |
| Computer - Receptionist | | | 1,500 | | | 1,500 |

| | | | | | | |
|----------------------------------|--------------|---------------|---------------|---------------|--------------|---------------|
| Computer - HR | | | 1,500 | | | 1,500 |
| Computer - Accounting Specialist | | | 1,500 | | | 1,500 |
| Computer - Finance Manager | | | 1,500 | | | 1,500 |
| Computer - ED | 2,000 | | | | 3,000 | 5,000 |
| HR - Copier, Recording Equipment | | 2,500 | | | | 2,500 |
| Administration Totals | 6,000 | 13,100 | 21,500 | 11,500 | 8,500 | 60,600 |

| | | | | | | Five-Year |
|------------------------------------|----------------|----------------|----------------|----------------|----------------|------------------|
| Shelters and Benches | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 | Total |
| Shelters | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | 75,000 |
| Benches (materials) | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 | 7,500 |
| Bus Stops & Signs | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | 5,000 |
| Shelters and Benches Totals | 17,500 | 17,500 | 17,500 | 17,500 | 17,500 | 87,500 |

Facility Solarization and Modernization - By Project

| Cap # | FY | Project | \$ COST | REVENUE SOURCE | | | | | | | TOTAL | |
|--|-------|--|------------------|----------------|--------|-----------|-------------|-------|------------------|---------|-----------|------------------|
| | | | | Federal | | State | | Local | | | | |
| | | | | Grant | Amount | 1B Modern | 1B Security | SGR | TIRCP | Reserve | | |
| CAP | 24/25 | Ukiah Solar canopy/Bus Charging Infrastructure | 1,500,000 | | | | | | | | 1,500,000 | 1,500,000 |
| 89 | 27/28 | Finish Design Admin/Ops Build | 677,096 | | | | | | 677,096 | | | 677,096 |
| 89 | 27/28 | Construct Admin/Ops | 6,500,000 | | | | | | 6,500,000 | | | 6,500,000 |
| Total Design & Construction | | | 8,677,096 | | | | | | 7,177,096 | - | 1,500,000 | 8,677,096 |

MTA TRANSIT CENTER PROJECT

| Cap # | FY | Project | \$ COST | REVENUE SOURCE | | | | | | | TOTAL | |
|-----------------|-------|--------------------------|------------------|----------------|--------|-----------|-------------|-------|------------------|---------|-------|------------------|
| | | | | Federal | | State | | Local | | | | |
| | | | | Grant | Amount | 1B Modern | 1B Security | SGR | TIRCP | Reserve | | |
| 100 | 24/25 | Purchase Property | 1,500,000 | | | | | | 1,500,000 | | | 1,500,000 |
| 100 | 27/28 | Construct Transit Center | 7,000,000 | | | | | | 7,000,000 | | | 7,000,000 |
| subtotal | | | 8,500,000 | | | | | | 8,500,000 | | | 8,500,000 |



MENDOCINO TRANSIT AUTHORITY
RESOLUTION 2025-02
ADOPTION OF FISCAL YEAR 2024-2025
REVISED 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 Revised Final Fiscal Year 2024-2025 Capital Budget presented to the Board on February 26, 2025, 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 February 26, 2025, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

Tess Albin-Smith, Chair

Jacob King, Executive Director



Meeting Date: February 26, 2025

Agenda Item: D.4

AGENDA SUMMARY REPORT

SUBJECT:

CEQA Exemption Bus Charging Infrastructure Project

SUMMARY:

On May 29, 2024, the Board of Directors approved the Mendocino Transit Authority Short-Range Transit Development Plan, which guides goals, objectives, and policies to support MTA decision-making over the next five years. One of MTA's objectives is to adopt fleet procurement practices that contribute to a carbon-neutral goal and meet the minimum standards set forth in the California Air Resources Board (CARB) Innovative Clean Transit (ICT) regulation.

Starting in 2026, CARB's ICT regulation mandates that small agencies like MTA ensure that 25 percent of new bus purchases yearly are zero-emission buses (ZEBs). By 2029, all new bus purchases must be ZEBs. The MTA has already begun to convert its fleet to ZEBs; the MTA purchased two electric cutaways in 2022 and one in 2024, and they have since been used to operate local fixed route service. The MTA also has plans to purchase three more electric cutaways and one electric coach bus in the next few years. These new ZEBs will be used to operate Route 5 in Fort Bragg and Route 9 in Ukiah. The MTA plans to upgrade its facilities to meet ZEB charging requirements over the next three fiscal years.

To comply with MTA's objectives and the ICT regulation, MTA must install Battery Electric Bus (BEB) charging infrastructure to meet the future BEB fleet's midday and overnight charging needs. MTA's Bus Charging Infrastructure project plans to install two BEB charging stations and a solar photovoltaic canopy at the Ukiah facility, as well as three BEB charging stations at the Fort Bragg facility. Provisions for future charging stations will be considered at both facilities.

As the lead agency for the Bus Charging Infrastructure project, MTA staff have determined that the project is exempt under the California Environmental Quality Act (CEQA) guidelines. The project will directly contribute to reducing greenhouse gas emissions and adding to the resilience of MTA's energy needs. It can also reduce electric utility costs at the Ukiah facility by using a solar photovoltaic canopy to capture sunlight and generate electricity to charge buses.

An exemption falls under Public Resources Code Section 21080.25(b) (7)(A) for a public project to construct or maintain infrastructure or facilities to charge, refuel, or maintain zero-emission public transit buses, trains, or ferries, provided the project is carried out by a public transit agency in compliance with, the State Air Resources Board's Innovative Clean Transit regulations (Article 4.3 (commencing with Section 2023) of Chapter 1 of Division 3 of Title 13 of the California Code of Regulations) or any regulations identified by the State Air Resources Board's 2020 Mobile Source Strategy, adopted on October 28, 2021, and the project is located on property owned by the local agency or within an existing public right-of-way or on property owned by a public or private utility.

The Bus Charging Infrastructure project aims to construct zero-emission bus infrastructure and refuel zero-emission transit buses. Further, as the exemption requires, MTA is subject to and in compliance with the ICT regulations, and the project will be located on MTA property.

STAFF RECOMMENDATION:

- 1) Determine that the Bus Charging Infrastructure Project is classified as a public project to construct infrastructure to charge, refuel, power, and maintain zero-emission public transit buses, is exempt from CEQA, and is exempt under the Public Resources Code Section 21080.25(b)(7)(A); and
- 2) Direct staff to file a Notice of Exemption with the County Clerk and the Office of Planning and Research that substantially conforms with the proposed recommendation.

ATTACHMENTS: None