



**Board of Directors
Regular Meeting Minutes**

Wednesday, February 26, 2025,

1:30 p.m.

MTA Directors in Attendance

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

MTA Directors Absent

Staff in Attendance

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

Staff Absent

Bret Byrd, Maintenance Manager

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– Interim Chair Albin-Smith called the meeting to order at 1:35 pm

B. PUBLIC COMMENT- None

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

Upon Motion by Director **Mulheren** seconded by Director **Sher**, the Board accepted the Consent Calendar C1- C3 by roll call vote: **AYES:** Albin-Smith, Doyle, Sher, West, Tarbell, Mulheren, and Alaniz.

NOES: 0 ABSTAIN: 0 ABSENT: 0

D. ACTION & DISCUSSION

1. Unmet Needs
Action: No Unmet Needs

The Executive Director shared that Caltrans reached out regarding a potential bus stop at a new development site in Fort Bragg. While the Director's response will depend on the board's input, they said that it could be a great opportunity to establish a transit stop that would benefit the local community. However, the Director was informed of the meeting too late to provide any comments. Interim Chair Albin Smith suggested waiting until next month if the project is not progressing quickly and recommended including the idea in the planning process.

Rodriguez, a public member, expressed interest in knowing the progress and status of the development project, mentioning that further connections might still be needed. She also asked for an update on a development project at the south end of Willits, specifically regarding transportation and parking concerns. In response, it was confirmed that there is ongoing involvement in the conversation, and a call is scheduled.

2. 24/25 Revised Operating Budget
Action: Approve Revised Operating Budget

The Executive Director mentioned that item D.2 is the same as last month and only requires a resolution for MCOG. There have been no changes or unexpected developments over the past month.

Upon Motion by Director **Mulheren** seconded by Director **West**, the Board accepted the Revised Operating Budget by roll call vote: **AYES:** Albin-Smith, Doyle, Sher, West, Tarbell, Mulheren, and director Alaniz.

NOES: 0 ABSTAIN: 0 ABSENT: 0

3. 24/25 Revised Capital Budget
Action: Approve Revised Capital Budget

Executive Director King mentioned that MCOG is researching a grant application for a hydrogen study. The study is not only beneficial for MTA but also for all municipalities in the county. The goal is to identify land usage and foster cooperation among municipalities, as hydrogen infrastructure will eventually become necessary. This study is a prerequisite for securing future grant funding.

Upon Motion by Director **Mulheren** seconded by Director **West**, the Board approved the Revised Capital Budget by roll call vote: **AYES:** Albin-Smith, Doyle, Sher, West, Tarbell, Mulheren, and director Alaniz.

NOES: 0 ABSTAIN: 0 ABSENT: 0

4. CEQA Exemption Bus Charging Infrastructure Project
Action: File Notice of Exemption with Planning Department

The Executive Director explained that the board's actions, as recorded in the minutes, involve determining whether the bus charging infrastructure project qualifies as a public project for constructing the necessary infrastructure to charge and maintain zero-emission public transit buses. The next step would be to bring forward the CEQA exemption under the public resources code 21080.25B-7A. Additionally, staff would be directed to file a notice with the county clerk's office of planning to ensure the project substantially conforms with regulations.

Upon Motion by Director **Mulheren** seconded by Director Sher, the Board approved to File Notice of Exemption with Planning Department by roll call vote: **AYES:** Albin-Smith, Doyle, Sher, West, Tarbell, Mulheren, and director Alaniz.

NOES: 0 ABSTAIN: 0 ABSENT: 0

E. DIRECTOR AND MANAGEMENT REPORTS

1. Matters from Management

Luis Martinez, Operations Manager, No report.

Dawn White, Mobility Manager, reported that the Mendocino Whale Festival will take place on Saturday, March 1st, with the trolley providing transportation for the event. It will operate from 10 AM to 3 PM, first for the chowder-tasting event and then for the wine walk. The trolley service is especially appreciated, as last year's rain made it a valuable alternative.

Mark Harvey, CFO stated that he is working on completing the audit for the 2023-2024 fiscal year, which will be presented at the next board meeting. The auditor will also be available at the meeting to address any questions.

Executive Director Jacob King mentioned that since plenty of reports had already been given that day, he had no additional report to provide.

2. Matters From MCOG.

No report.

3. Matters from Directors

Director Albin-Smith shared that the Whale Festival in Fort Bragg will take place on March 15th. The whales have already arrived a bit early, but there are plenty to see. Activities include visiting Point Cabrillo to see the working crystal lens, a wine walk downtown, a craft fair, a whale run in the morning, and a symphony concert in the evening. Director Albin-Smith is involved in all these events, which help attract people to the town.

Additionally, the Women's History Month Gala will be held at the Space Theater in Ukiah this Sunday, featuring poet laureates and a keynote address from Fiona Ma, the state treasurer. The event includes a \$10 donation at the door, food, and a silent auction. It will also honor individuals like Sabrina Rodriguez for her service.

Director Sher briefly reported that the Ukiah City Council approved an additional bus stop on Hospital Drive during their consent calendar meeting last week.

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.

Matthew Alaniz, representing the city of Willits, mentioned that he doesn't have anything specific to report. However, he offered the opportunity for the former MTA Board Chair/ mayor Rodriguez, who was present, to speak if she had any updates.

Rodriguez requested an update on the pilot study affecting the Laytonville-Covelo area, inquiring about whether there has been any progress. She also asked about any developments regarding unmet transportation needs for Brooktrails.

King Executive Director provided an update on the Laytonville-Covelo service, which is planned to begin in the fall. This year has been focused on planning, and with the addition of low-income housing or accessible housing on the south end of Willits, there may be a new transportation service available for Brooktrails and the Little Lake Valley. The service would be supported by funding, including a grant to purchase a zero-emission vehicle, along with operational funding for three years.

Rodriguez also asked for an update on the Humboldt Transit schedules and whether they are making connections with MTA.

Executive Director King provided an update on the current progress of the public transit system, which has expanded from five days a week to six days a week, with a goal of operating seven days a week. The system is working in partnership with Del Norte, Humboldt, Lake County, and others to create an intercity bus system. This system would allow passengers to travel from Del Norte and Crescent City to Ukiah, where they can connect to services like the CC Rider for further travel to Santa Rosa or beyond, or Lake County Transit for trips as far as Yuba City, Sacramento, and the airport. The aim is to improve rural public transit options in Northern California, which were previously handled by privatized services.

CLOSED SESSION- started at 2:38 pm

F. CLOSED SESSION

1. Conference with Legal Counsel – Anticipated Litigation
Significant exposure to litigation pursuant to § 54956.9(e): (1 case)

Back from CLOSED SESSION- 2:44 pm

G. ANNOUNCEMENT OUT OF CLOSED SESSION

Interim Chair Albin-Smith announced that there was no reportable action from the closed session.

H. ADJOURN

The meeting adjourned at 2:53 p.m.

Americans with Disabilities Act (ADA) Compliance

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