

AGENDA ITEM IV – A

**YUBA-SUTTER TRANSIT AUTHORITY
MEETING MINUTES
DECEMBER 20, 2018**

I. Call to Order & Roll Call

Present: Cardoza (Chair), Fletcher, Hudson, Leahy (Vice-Chair), Samayoa, Shaw (4:10), Sullenger and Whiteaker

Absent:

II. Public Business from the Floor

None

III. Consent Calendar

Director Whiteaker made a motion to approve the consent calendar. Director Samayoa seconded the motion and it carried unanimously.

IV. Reports

A. Replacement Fixed Route Bus Purchase.

Martin stated that the FY 2018/19 budget includes funding for the purchase of eleven (11) heavy duty, low floor local fixed route buses to replace eleven (11) 2008 model medium duty local fixed route buses. This purchase is budgeted at \$5.5 million of \$500,000 each including sales tax and the post-delivery installation of decals and transfer of technology. Martin continued that staff is recommending the use of a federally approved “piggy-back” procurement process similar to what was done for the last purchase of fixed route buses. For this purpose, staff has secured the necessary purchase options from the City of Los Angeles through the Livermore Amador Valley Transit Authority (LAVTA) Purchase Agreement #2015-08.

Martin noted that the staff report includes the list of funding sources for this project and that staff is now requesting authorization for this purchase of eleven (11) replacement local fixed route buses as proposed. Director Whiteaker inquired as to what happens to the buses being replaced and why the old buses only have a 10 year life compared to 12 years for the new buses. Martin responded that the old buses would be declared surplus and sold to the highest bidder and that the old buses were medium duty versus the heavy duty new buses.

Director Leahy made a motion to authorize the purchase of eleven (11) replacement local fixed route buses as proposed. Director Whiteaker seconded the motion and it carried unanimously.

B. Revised Transdev Services, Inc. Drug & Alcohol Policy.

Martin stated that Yuba-Sutter Transit is required to certify compliance with all applicable federal drug and alcohol policies which is passed on to the contract operator, Transdev Services, Inc., for

all safety sensitive employees which includes drivers, dispatchers and maintenance personnel. Recent changes to the federal policy to increase the percentage of random drug tests from 25 to 50 percent have been incorporated into the new Transdev policy which staff is now requesting that the Board adopt. The new policy will be effective on January 1, 2019.

Director Fletcher made a motion to adopt Resolution No. 10-18 adopting the Transdev Services, Inc. Drug and Alcohol Policy for the Yuba-Sutter Division effective January 1, 2019. Director Whiteaker seconded the motion and it carried unanimously.

C. Possible Sacramento Service and Schedule Changes.

Martin stated that the Sacramento schedules were last adjusted about three years ago and staff is now looking at them again in a process that started by asking the commuters and those that have expressed an interest in the service for their early input on what schedule changes, if any, they might desire. Consistent with past practice, staff is now requesting that a special night meeting be set for Thursday, February 21, 2019 for a possible public hearing on any proposed changes that may result from this ongoing review of our Sacramento services.

Director Whiteaker asked what type of response has been received so far and Martin responded that we have received roughly 20 to 30 comments. Director Whiteaker asked if staff will continue to do further outreach and Martin responded that outreach will continue throughout the process. Director Samayoa asked if staff was going to ask additional questions about the potential for additional service to possibly include service down Highway 65 or to the Sacramento airport. Martin stated that the feedback staff has been soliciting is not specifically for new service, but primarily focused on incremental changes to the existing service.

Director Whiteaker made a motion to set a special night meeting in the Yuba County Board of Supervisors Chambers for 7:00 p.m. on Thursday, February 21, 2019. Director Leahy seconded the motion and it carried unanimously.

D. Low Carbon Transit Operations Program (LCTOP) Concepts.

Martin noted that LCTOP was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility with a priority on serving state identified disadvantaged and low-income communities. Martin noted that there are very specific criteria that need to be met for a project to be eligible for funding. Staff has provided the background and a list of eligible projects for early Board consideration and possible direction.

Martin added that applications must be submitted each year or that funding is lost to that jurisdiction. Martin pointed out and discussed the potential projects included in the staff report and asked for Board input on possible projects and priorities for the use of this annual funding source. Director Whiteaker recommended forming an ad-hoc committee to assist in identifying what is most needed. Director Leahy noted that he preferred Items 1, 4 and five from the list in that order. Director Fletcher expressed support for an ad-hoc committee and nominated Director Leahy and Director Whiteaker to serve on that committee. Directors Leahy and Whiteaker both accepted. In appointing said members to the committee, Director Cardoza also named himself to serve on the Committee.

E. **First Quarter Performance Report For FY 2018-19.**

Martin stated that while Sacramento ridership has improved since the first of the year, the overall numbers continued the now over three year downward trend in the first quarter. This situation was made worse in the second quarter due to the smoke related ridership impacts from the Butte County fire in November.

F. **Project & Program Updates.**

1. Feather River Air Quality Management District (FRAQMD) Blue Sky Grant Awards

Martin noted that the FRAQMD Board approved all of Yuba-Sutter Transit's applications which include extensions of the Discount Pass Program and the Live Oak Expansion Service as well as the Bus Stop Improvement Program.

2. Emergency Back-Up Generator Project

Martin noted that the new generator was fully operational on December 11th.

3. Computer Assisted Dispatch/Automatic Vehicle Location (CAD/AVL) Project

Martin stated that a contract has been signed with Double Map and it looks like early stages of the project should be operational by late Spring or early Summer.

4. California Air Resources Board (CARB) Innovative Clean Transit (ICT) Regulations

Martin noted that these regulations were adopted on December 14th which for Yuba-Sutter Transit will require that 25 percent of any buses purchased beginning in 2026 be zero emission buses and that this mandate will increase to 100 percent by 2029.

5. Adaptation Planning Grant Application (Next Generation Transit Facility Siting Plan)

Martin noted that Planning Program Manager Adam Hansen did a great job getting this application submitted by the November 30th deadline. Martin noted that, if funded, this project will result in a siting study for the Next Generation Transit Facility from which those zero emissions buses will be operating. Staff is expecting award announcements to be released in the spring with the project to commence by the end of 2019.

6. Connect Card Implementation (New Yuba City Sales Outlet)

Martin stated that Bel-Air will become the latest Connect Card sales outlet within the next few weeks.

7. Annual Unmet Transit Needs Hearing Results

Martin noted that no unmet transit needs that were reasonable to meet were identified during the hearing process and that the SACOG Board will be taking action on that finding in January.

8. Sikh Parade Parking Shuttle

Martin stated that 2018 was the 10th year that Yuba-Sutter Transit has been providing this shuttle and it was the biggest and the busiest ever. He noted that 24 buses operated 232 hours of service that day. Martin congratulated Transdev General Manager Dave Phillips for getting drivers out for this major event where it was estimated that 35,000 passenger boardings were provided.

9. Federal Transit Administration (FTA) Triennial Review

Martin noted that staff just received the close out letter for the 2018 review.

10. Program Analyst

Martin stated that Program Analyst Isabelle Markoe that was hired a year and half ago has resigned and will be leaving at the first of the year. She has taken a position in Southern California and staff will be working with Sutter County Human Services to initiate the recruitment to replace her.

Director Samayoa asked when the Transdev Services, Inc. contract was up. Martin stated that it will expire on September 30, 2019 and that the Board has engaged a consultant a couple of months ago to assist in developing a new RFP package. He hopes to bring the draft package to the Board in March for approval with an award expected this summer.

V. Correspondence/Information

None

VI. Other Business

Director Whiteaker welcomed Director Hudson and Director Shaw to the Board and wished everyone a Merry Christmas and a Happy New Year.

VII. Adjournment

The meeting was adjourned at 4:39 p.m.

**THE NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY, JANUARY 17, 2019
AT 4:00 P.M. IN THE YUBA COUNTY BOARD OF SUPERVISORS CHAMBERS**