

AGENDA ITEM III – A

**YUBA-SUTTER TRANSIT AUTHORITY
MEETING MINUTES
MAY 17, 2018**

I. Call to Order & Roll Call

Present: Bradford (for Fletcher), Cardoza (Chair), Simmons (for Pedigo), Sullenger, Whiteaker (4:06) & Whitmore

Absent: Fletcher, Leahy (Vice-Chair), & Pedigo

II. Public Business from the Floor

None

III. Consent Calendar

Director Simmons made a motion to approve the consent calendar. Director Bradford seconded the motion and it carried unanimously.

IV. Reports

A. Yuba-Sutter Transit Operating and Capital Budget for FY 2018/2019.

Martin stated that the final draft budget has been updated slightly from the version presented at the April meeting. Current year expenditure projections are a little higher due to engine and transmission repairs and are now expected to be about \$62,200 more than what was budgeted. Revenue is currently running behind budget due primarily to reduced farebox revenue due to declining ridership. The resulting short-fall between revenue and expenditures will be made up through the use of about \$286,000 in deferred LTF funds from prior years. Martin noted that the final draft budget for FY 2019 is basically the same as that which was presented last month with no proposed service changes.

Director Bradford, after complementing staff on the quality of the budget and staff report, made a motion to adopt Resolution No. 5-18 approving the FY 2018/2019 budget as proposed. Director Simmons seconded the motion and it carried unanimously.

B. Local Transportation Fund (LTF) Apportionment for FY 2018/2019.

Martin stated that the funding formula used for determining the LTF contribution for each of the member jurisdictions is based on four equally weighted factors: 1) service area population; 2) amount of LTF available to each jurisdiction; 3) fixed route miles; and, 4) demand response boardings. Martin referred to the chart in the staff report that shows the formula factors for each jurisdiction noting that the budgeted LTF figure for FY 2019 is \$2,789,800 which is up \$289,300 from FY 2018.

Director Whitmore inquired as to the use of these funds. Martin responded that these are the primary operating funds for the agency. They are derived from one quarter percent of the state sales tax, returned to the county of origin and then allocated within each county based on the relative population of the incorporated and unincorporated areas. He continued to state that the first priority for these funds is to meet the unmet transit needs that are reasonable to meet in each jurisdiction after which anything that remains is available for the maintenance of local streets and roads.

Director Bradford made a motion to adopt Resolution No. 6-18 establishing the LTF contributions for each member jurisdiction for FY 2018/2019 as proposed. Director Sullenger seconded the motion and it carried unanimously.

C. Set a Public Hearing on Yuba-Sutter Transit's FY 2018/2019 Federal Funding Applications.

Martin stated the purpose of this item is to set a public hearing for 4:00 p.m. on Thursday, July 19 2018 to receive public comment regarding Federal funding for FY 2019.

Director Whiteaker made a motion to set a public hearing for 4:00 p.m. on Thursday July 19, 2018 to received comments on Yuba-Sutter Transit's FY 2018/2019 federal funding applications. Director Whitmore seconded the motion and it carried unanimously.

D. Federal Transit Administration (FTA) Low or No (Low-N) Emission Vehicle Funding Program.

Martin stated that staff has previously discussed the proposed State requirement for the procurement of zero emission buses beginning as early as 2020. He added that FTA has just announced the next cycle of Low or No Emission Vehicle Funding Program (Lo-No) which has significantly increased the amount of funding available in this third or fourth year of the program. Because the stated priorities for this cycle of funding includes first time recipients; disadvantaged and low income areas; and, rural and small urban transit systems, this might be a good opportunity to secure funding for the incremental cost to purchase battery electric buses including the installation of infrastructure to support those vehicles for the purposes of testing such buses in the system as part of the planned 11 bus replacement project.

After detailing the other funding sources and discount vouchers that would be available for such a project, Martin stated that staff is now asking for Board authorization to submit a grant application for \$1,350,000 in Lo-No funding with a minimum of \$650,000; to engage CALSTART to assist in this effort; for staff to select a partner bus manufacturer; and, for the Board Chair to sign a letter of support. Martin added that staff believes that there is very little risk moving in the direction of zero emissions buses with all the grants available especially as the agency will soon be forced to purchase zero emission buses possibly without the benefit of additional funding. For this reason, it is better to go willingly, at least initially, to better assess the long-term impacts of this decision.

Director Cleveland inquired as to the net additional cost per bus and Martin responded that it would be approximately \$300,000 per bus after all the funding sources and discounts are applied. Director Whiteaker stated that he supports going forward with the application. Director Simmons stated that Marysville and Linda are identified as disadvantage communities which should give us a point advantage on grants. Director Sullenger noted that Live Oak is a designated low income area. Martin responded that staff is aware of these designations and that they will be noted in the final application.

Director Whiteaker made a motion to authorize staff to submit a Low-No grant application as proposed. Director Whitmore seconded the motion and it carried unanimously.

E. **Third Quarter Performance Report.**

Martin stated that systemwide ridership was up 3.4 percent in the third quarter over the same quarter last year, but that this was primarily due to the spillway related evacuation that disrupted service in February 2017. He continued to note that through the first three quarters of the year, fixed route ridership is down 5.2 percent while Sacramento Commuter ridership is up slightly and Dial-A-Ride ridership is essentially unchanged.

F. **Project & Program Updates.**

1. Connect Card Implementation

Martin stated that full implementation of the Connect Card has been set for July 1, 2018 noting that 72 percent of all passes were sold on a Connect Card in April. Staff has been promoting the July 1st end of local fixed route transfers and paper passes in many different ways including on-bus posters in three different languages.

2. July 1, 2018 Fare Structure (Handout)

Martin provided a handout for Board information regarding the systemwide fare structure effective July 1, 2018 with full Connect Card implementation. Director Cardoza asked about individual ride tickets and Martin responded that tickets sheets and individual ride tickets will still be available.

3. SACOG Transportation Demand Management (TDM) Mini-Grant Program Application

Staff is intending to apply for a mini grant offered by SACOG for \$10,000 with the intention of re-launching the Sacramento Commuter service in the fall following the receipt of new buses and the addition of free Wi-Fi.

4. Rideout Way Route Change Request

Martin stated that Mr. Rico was here at last month's meeting where he expressed concern about Route 4 buses on Rideout Way. Staff has researched his request and reached a conclusion that his suggestion would have a small net benefit to the system. Staff has submitted a report on the proposed change to Marysville staff and is now awaiting a response.

5. Marysville Street Repair Funding Request

Martin noted that it was discussed at the last meeting that Yuba-Sutter Transit might reserve funding in the budget to assist with street repairs near bus stops. In response, staff sent a detailed memo on this issue to the four member agency administrators. While all have responded, only the Marysville City Manager supports the concept and she has been informed that if she wants to pursue this further she can discuss it with her peers.

6. Delivery of Replacement Commuter Buses

Martin presented pictures of the new buses that are now being constructed noting that delivery is expected to occur in June. If possible, one of the new buses will be on display just prior to the June Board meeting.

7. New Bus Stop Shelter Installations

Martin presented pictures of the new bus stop shelter that was installed today at the Johnson Park bus stop at Evelyn and Martel Drives in Olivehurst. This shelter has been funded by the Sacramento Metropolitan Air Quality Management District. Martin also noted that two more bus shelters are also being installed today at North Beale Road and Woodland Drive and at North Beale Road and Lowe Avenue. All three of these new shelters are equipped with solar powered lighting.

Director Simmons, noting the proposed expansion of Highway 70 from the Butte County Line to Marysville, asked if staff has given any thought of putting a park and ride lot on Highway 70 for those coming out of Oroville. Martin responded that such a facility has not been considered. After some discussion, Director Simmons stated that Yuba-Sutter Transit should open up discussion with Caltrans on this issue to help ease the traffic coming into Marysville.

V. Correspondence/Information

None

VI. Other Business

None

VII. Adjournment

The meeting was adjourned at 4:40 p.m.

**THE NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY, JUNE 21, 2018
AT 4:00 P.M. IN THE YUBA COUNTY BOARD OF SUPERVISORS CHAMBERS**