



MEETING NOTICE & AGENDA

DATE: Thursday, June 21, 2018

TIME: 4:00 P.M.

PLACE: Yuba County Board of Supervisors Chambers
Yuba County Government Center
915 8th Street
Marysville, California

I. Call to Order & Roll Call

Cardoza (Chair), Cleveland, Fletcher, Leahy (Vice-Chair), Pedigo, Sullenger, Whiteaker and Whitmore

II. Public Business from the Floor

Members of the public may address the Authority on items of interest that are within the Authority's jurisdiction and are not on the agenda for this meeting. Public comment regarding agenda items will be permitted as each agenda item is considered by the Board.

III. Consent Calendar

All matters listed under Consent Calendar are considered to be routine and can be enacted in one motion. There will be no separate discussion of these items prior to the time the Board votes on the motion unless members of the Board, staff or public request specific items to be discussed or removed from the Consent Calendar for specific action.

- A. Minutes from the Meeting of May 17, 2018. (Attachment)
- B. Disbursement List for May 2018. (Attachment)
- C. Monthly Performance Report for May 2018. (Attachment)

IV. Reports

- A. **Transportation Development Act (TDA) Claim for FY 2018/2019.** (Attachment)

RECOMMENDATION: Adopt Resolution No. 7-18 authorizing the submittal of Yuba-Sutter Transit's FY 2018/2019 TDA Claim as proposed or amended.

- B. **Project Updates/Additions for the Sacramento Metropolitan Transportation Improvement Plan (TIP) and Metropolitan Transportation Plan (MTP).** Review and approval consideration of proposed revisions to Yuba-Sutter Transit's Capital Improvement Plan for inclusion in the FY 2019 – FY 2023 TIP and the 2040 MTP. (Attachment)

RECOMMENDATION: Approve the revised Capital Improvement Plan and the FY 2019 – FY 2023 Transportation Improvement Plan as proposed or amended.

C. Disposal of Surplus Vehicles. (Attachment)

RECOMMENDATION: Adopt Resolution No. 8-18 declaring certain vehicles to be surplus and authorizing their disposal as proposed.

D. Project & Program Updates.

1. New Ride Guide & Service Brochures (Connect Card Implementation)
2. Minor Change to Route 4 in East Marysville
3. Replacement Commuter Buses
4. Back-Up Generator Project
5. Low-No Emission Bus Grant Application
6. Federal Transit Administration (FTA) Triennial Review Site Visit (June 26 & 27)

RECOMMENDATION: Information only.

V. Correspondence/Information

VI. Other Business

VII. Adjournment

**THE NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY, JULY 19, 2018
AT 4:00 P.M. IN THE YUBA COUNTY BOARD OF SUPERVISORS CHAMBERS**

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If you need assistance to attend the Yuba-Sutter Transit Board Meeting, or if you require auxiliary aids or services, e.g., hearing aids or signing services to make a presentation to the Board, please contact the Yuba-Sutter Transit office at (530) 634-6880 or (TTY) 634-6889 at least 72 hours in advance so such aids or services can be arranged.

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 Leahy 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**

**YUBA-SUTTER TRANSIT
DISBURSEMENT LIST
MONTH OF MAY 2018**

CHECK NO.	AMOUNT	VENDOR	PURPOSE
EFT	\$ 7,380.04	PERS HEALTH	HEALTH INSURANCE
EFT	\$ 1,566.68	PRINCIPAL MUTUAL LIFE INSURANCE	L/D/LTD INSURANCE
EFT	\$ 254.26	CALIFORNIA WATER SERVICE	WATER
EFT	\$ 34.48	CALIFORNIA WATER SERVICE	FIRE SUPPRESSION
EFT	\$ 834.78	PG&E	ELECTRIC
EFT	\$ 2,549.87	PG&E	ELECTRIC #2
EFT	\$ 116.46	PG&E	GAS
EFT	\$ 212.10	ATT - SECURITY LINE	SECURITY LINE -MAY
EFT	\$ 75.00	AT&T - UVERSE	INTERNET MAY
EFT	\$ 823.17	TPX COMMUNICATIONS	TELEPHONE MAY
EFT	\$ 112.70	UTILITY MANAGEMENT SERVICES	SEWER
EFT	\$ 300.00	CALPERS 457 PLAN	EMPLOYER CONTRIBUTION
EFT	\$ 293.36	CARDMEMBER SERVICES	RABOBANK CREDIT CARD
EFT	\$ 114.57	ELAVON	MERCHANT SERVICE FEE - MAY
EFT	\$ 146.15	PRIMEPAY	PAYROLL FEE
EFT	\$ 34,469.20	PAYROLL	PAYROLL
16003	\$ 118.36	ADVANCED DOCUMENT CONCEPTS	INK CARTRIDGE FOR POSTAGE MACHINE
16004	\$ 14,162.39	AECOM TECHINCIAL SERVICES, INC.	CORRIDOR ENHANCEMENT PROJECT
16005	\$ 1,528.00	ALL SEASONS TREE & TURF CARE	LANDSCAPING MAINTENANCE & SPRAY HERBICIDE & SPREAD BARK
16006	\$ 1,750.00	ALLIANT NETWORKING SERVICES, INC.	IT SERVICES - MAY
16007	\$ 39,550.00	B & M BUILDERS, INC.	TRANSIT STOP ENHANCEMENTS
16008	\$ 200.00	CETRA US, LLC	CONNECT CARD POSTERS TRANSLATED INTO PUNJABI
16009	\$ 5,034.30	CONNECT CARD REGIONAL SERVICE CENTER	CONNECT CARD SALES
16010	\$ 173.94	FEDEX	SHIPPING
16011	\$ 20,069.37	FLYERS ENERGY	BUS FUEL
16012	\$ 95.00	HANCOCK PETROLEUM ENGINEERING	REBOOT FUEL COMPUTER
16013	\$ 295.43	QUILL CORP.	JANITORIAL SUPPLIES
16013	\$ 294.42	QUILL CORP.	OFFICE SUPPLIES
16014	\$ 1,350.00	R.C. JANITORIAL SERVICE	JANITORIAL SERVICE & CARPET CLEANING
16015	\$ 445.60	STOTT OUTDOOR ADVERTISING	BUS BENCH POSTERS FOR YOUTH & CONNECT CARD
16016	\$ 159.90	SUTTER COUNTY LIBRARY COMMISSION	CONNECT CARD/TICKET SHEET COMMISSION
16017	\$ 8,158.00	INIT INNOVATIONS IN TRANSPORTATION, INC.	PREWIRE CONNECT CARD HARDWARE FOR (7) BUSES
16018	\$ 36.77	AT&T	FIRE LINE
16019	\$ 1,750.00	ALLIANT NETWORKING SERVICES, INC.	IT SERVICES - JUNE
16020	\$ 50.00	BILL SIMMONS	BOARD MEETING 5/17
16021	\$ 50.00	DALE WHITMORE	BOARD MEETING 5/17
16022	\$ 450.00	DIGITAL DEPLOYMENT	WEB SERVICES - MAY
16023	\$ 21,366.78	FLYERS ENERGY	BUS FUEL
16024	\$ 50.00	GARY BRADFORD	BOARD MEETING 5/17
16025	\$ 19,412.43	HUNT & SONS, INC.	BUS FUEL
16026	\$ 50.00	JIM WHITEAKER	BOARD MEETING 5/17
16027	\$ 50.00	MANNY CARDOZA	BOARD MEETING 5/17
16028	\$ 50.00	RON SULLENGER	BOARD MEETING 5/17
16029	\$ 73.75	SIMONE REED	VISION REIMBURSEMENT
16030	\$ 50.00	STANLEY CLEVELAND	BOARD MEETING 5/17
16031	\$ 465.99	STANLEY SECURITY SOLUTIONS, INC.	SECURITY SERVICES
16032	\$ 384.29	U.S. BANK EQUIPMENT FINANCE	COPIER LEASE
16033	\$ 181.39	VERIZON	CONNECT CARD WIRELESS
	\$ 187,138.93		

**LAIF
TRANSFERS**

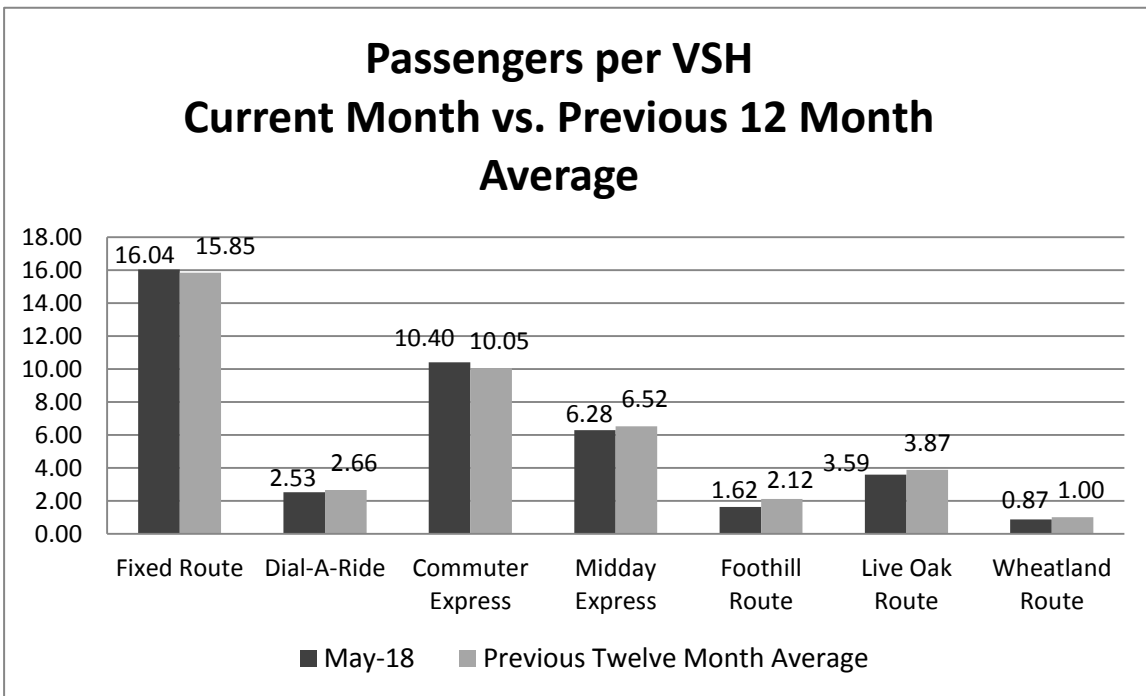
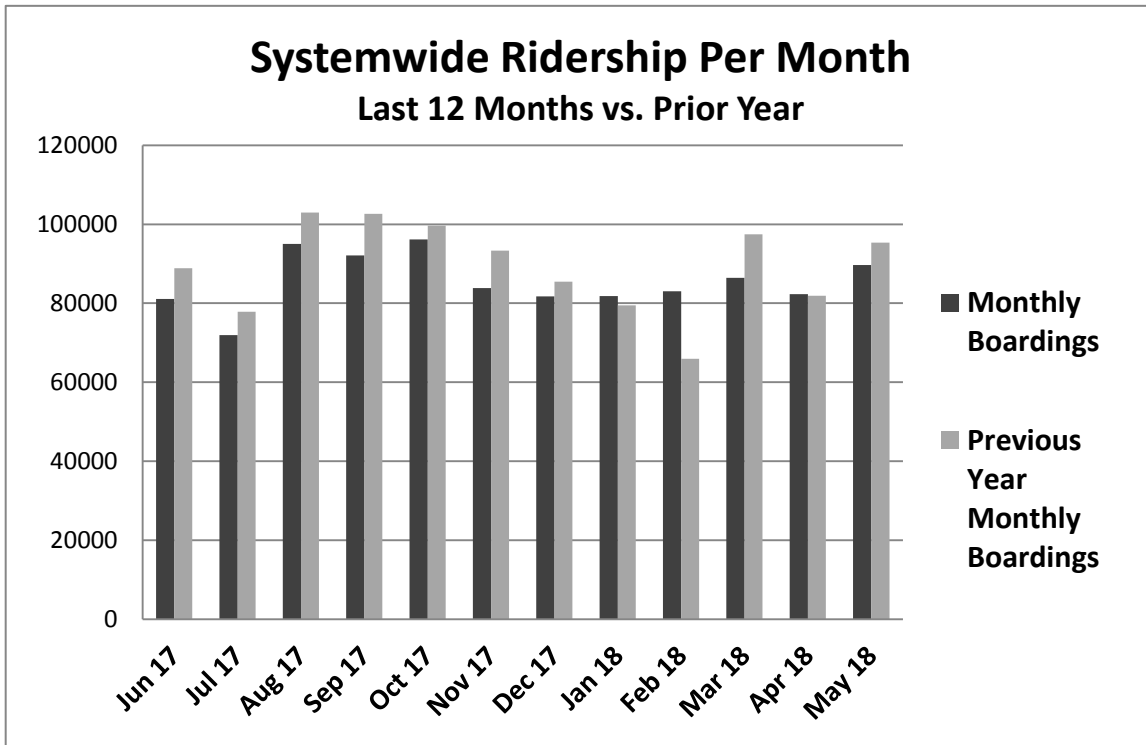
NO LAIF TRANSFERS

AGENDA ITEM III - C

MAY 2018 PERFORMANCE REPORT

Ridership:	May-18	Previous Twelve Month Average	Fiscal YTD	Previous Fiscal YTD
Fixed Route	71,472	68,710	756,445	795,412
Dial-A-Ride	5,525	5,635	60,832	62,034
Commuter Express	11,127	10,009	109,927	107,744
Midday Express	1,091	1,037	11,420	11,316
Foothill Route	157	173	1,785	1,856
Live Oak Route	296	290	3,183	3,254
Wheatland Route	35	38	413	532
Total Ridership:	89,703	85,892	944,005	982,148
Vehicle Service Hours:				
Fixed Route	4,456.32	4,335.28	47,638.12	46,740.89
Dial-A-Ride	2,186.54	2,121.30	23,312.60	22,327.62
Commuter Express	1,069.91	996.03	10,904.13	10,599.31
Midday Express	173.61	159.06	1,754.12	1,657.02
Foothill Route	96.72	81.64	901.63	903.61
Live Oak Route	82.38	74.80	832.58	788.86
Wheatland Route	40.01	38.17	419.77	427.25
Total VSH's:	8,105.49	7,806.29	85,762.95	83,444.56
Passengers Per Hour:				
Fixed Route	16.04	15.85	15.88	17.02
Dial-A-Ride	2.53	2.66	2.61	2.78
Commuter Express	10.40	10.05	10.08	10.17
Midday Express	6.28	6.52	6.51	6.83
Foothill Route	1.62	2.12	1.98	2.05
Live Oak Route	3.59	3.87	3.82	4.12
Wheatland Route	0.87	1.00	0.98	1.25
Total Passengers Per VSH:	11.07	11.00	11.01	11.77

MAY 2018 PERFORMANCE REPORT



AGENDA ITEM IV – A
STAFF REPORT

TRANSPORTATION DEVELOPMENT ACT (TDA) CLAIM FOR FY 2018/2019

The adopted Yuba-Sutter Transit budget for FY 2019 includes the use of \$2,789,800 in Local Transportation Fund (LTF) revenue and a maximum of \$1,281,568 in State Transit Assistance (STA) revenue. All of the LTF revenue and \$950,000 in STA revenue will be used for operating assistance. Another \$331,568 in STA revenues is being claimed for future capital purposes. Both LTF and STA funds are made available for transit and transportation uses under the State Transportation Development Act (TDA). A claim for these funds can now be submitted to the Sacramento Area Council of Governments (SACOG) with the adoption of the attached authorizing resolution.

LTF revenue is a ¼ percent sales tax that is returned to the county of origin and distributed therein by relative population first to meet local transit needs after which the remainder is available for local streets and road maintenance. LTF funds can be used for both operating and capital purposes though Yuba-Sutter Transit has traditionally used them almost exclusively for operations. The annual allocation of LTF revenue is based on the amount required to balance the budget after all other revenues have been accounted for and the relative share of that amount is then apportioned to each of the four member jurisdictions based on the prescribed LTF funding formula from the Yuba-Sutter Transit Joint Powers Agreement. While the individual LTF apportionments vary significantly between the member jurisdictions, the total FY 2019 allocation of \$2,789,800 for Yuba-Sutter Transit represents 50.9 percent of the combined amount that is expected to be available to the four member jurisdictions from this funding source.

STA revenue is Yuba-Sutter Transit's single source of on-going State transit funding and has historically been the primary source of local matching funds for Federal capital grants. STA funds that are apportioned to Yuba-Sutter Transit and the member jurisdictions are available only for public transportation purposes and they are claimed in their entirety by Yuba-Sutter Transit. Under separate agreements, the STA funds that are available to Live Oak and Wheatland are also claimed by Yuba-Sutter Transit. STA funds can be used for both capital and operating assistance though specific eligibility criteria must normally be met to use them for operations without restriction. In just the last decade, STA funding has been eliminated once, restored once and significantly reworked three times – most recently by Senate Bill (SB) 1 in 2017. STA funding is now tied to a sales tax on diesel fuel and a portion of vehicle registration fees, but the traditional purpose and flexibility of these funds is unchanged.

The relative allocation of STA funds between operating and capital use is an annual decision, but staff remains cautious regarding the allocation of these funds for operations especially due to the potential repeal of SB 1. SACOG's adopted STA apportionment for FY 2019 includes a total of \$1,281,568 in funding for Yuba-Sutter Transit which is up 16.6 percent over the expected amount for the year ending June 30, 2018. The draft budget assumes the use of \$950,000 in STA funding for operations with the balance to be used for capital expenditures. Any excess above that which is being designated for operations will still be available for future allocation though

significant STA reserves will be needed for future capital replacement projects through FY 2020 and beyond.

As noted above, a portion of the STA funding that is being budgeted for operating expenses is derived from specific allocations to Live Oak and Wheatland in support of the contract services that Yuba-Sutter Transit provides to these non-member jurisdictions. Since FY 2008, Yuba-Sutter Transit has been the direct claimant for STA funds that are apportioned for Live Oak and Wheatland pursuant to a Memorandum of Understanding with each of these jurisdictions. While the accumulated reserve balances for both cities have been drained over the years due to a combination of service expansion and reduced STA apportionments, the SB 1 related revenue increase has provided some financial security for both of these services though the potential repeal of SB 1 does put these services at risk in the future.

Staff will be prepared to discuss the proposed TDA claim in more detail at the Board meeting.

RECOMMENDED: Adopt Resolution No. 7-18 authorizing the submittal of Yuba-Sutter Transit's FY 2018/2019 TDA claim as proposed or amended.

**YUBA-SUTTER TRANSIT AUTHORITY
RESOLUTION NO. 7-18**

**FISCAL YEAR 2018/2019
TRANSPORTATION DEVELOPMENT ACT (TDA) CLAIM AUTHORIZATION**

WHEREAS, The Sacramento Area Council of Governments (SACOG) has approved allocations of Local Transportation Development Act (TDA) revenues for the Local Transportation Fund (LTF) and State Transit Assistance (STA) programs for FY 2018/2019 for the Counties of Yuba and Sutter; the Cities of Marysville and Yuba City; and, the Yuba-Sutter Transit Authority; and,

WHEREAS, SACOG has designated Yuba-Sutter Transit as the Consolidated Transportation Services Agency (CTSA) for Yuba and Sutter Counties and the cities therein; and,

WHEREAS, Yuba-Sutter Transit has been designated by the Cities of Live Oak and Wheatland as the claimant for all State Transit Assistance (STA) funds available to these non-member jurisdictions; and,

NOW, THEREFORE, BE IT RESOLVED that the Yuba-Sutter Transit Authority Board of Directors does hereby authorize the Transit Manager, or his designee, to submit necessary Transportation Development Act claim forms to SACOG for FY 2018/2019 LTF and STA funds.

NOW, THEREFORE, BE IT FUTHER RESOLVED that the Yuba-Sutter Transit Authority Board of Directors does hereby authorize the Transit Manager, or his designee, to make any necessary budget amendments, transfers, accounting entries, and claim amendments to carry out the Board of Director's policies and directives pertaining to this matter and for any future revisions to FY 2018/2019 LTF and STA apportionments by the following vote:

Ayes:

Noes:

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY INTRODUCED, PASSED AND ADOPTED BY THE YUBA-SUTTER TRANSIT AUTHORITY AT A REGULAR MEETING HELD ON JUNE 21, 2018.

Manny Cardoza, Chairman of the Board

ATTEST:

*Sandra Anderson
Secretary to the Board*

AGENDA ITEM IV – B
STAFF REPORT

**PROJECT UPDATES/ADDITIONS FOR THE SACRAMENTO METROPOLITAN
TRANSPORTATION IMPROVEMENT PLAN (MTIP) AND THE METROPOLITAN
TRANSPORTATION PLAN (MTP)**

Attached for Board review and consideration is the proposed Transportation Improvement Program (TIP) Program of Projects (POP) for Yuba-Sutter Transit for the five-year period FY 2019 through FY 2023 (Exhibit A). This draft program would replace the FY 2018 version that was adopted in July 2017 (Exhibit B). All projects for which federal funding will be requested must be identified in this program which will be incorporated into the three-year Sacramento Area Council of Governments (SACOG) Metropolitan Transportation Improvement Plan (MTIP). Also attached is the proposed Yuba-Sutter Transit Capital Improvement Plan (Exhibit C) for inclusion in SACOG's new long-range Metropolitan Transportation Plan (MTP 2040). Projects are supposed to flow from the long range MTP to the short-range MTIP, but approval of the draft program does not restrict the Board's future options as program amendments are possible should funding availability or priorities change.

The proposed Program of Projects is consistent with Yuba-Sutter Transit's FY 2019 operating and capital budget that was adopted on May 17th. The only exception is the inclusion of an assumed award of up to \$1,350,000 in federal Low or No Emission Vehicle Program grant funds for the incremental cost to include four battery electric buses (BEBs) as part of the programmed replacement of eleven local fixed route buses in FY 2020. This grant application was authorized at the May 17th meeting. With this one exception, the proposed program is essentially a status quo document compared to the previous program and it still includes a high level of federal funding for operating purposes though the percentage declines over time as budgets increase. For the proposed five year program, staff is projecting no increase in the total amount of federal Section 5307 funding available through the planning period as federal support for public transportation is uncertain at best under the current administration. In addition, the current five year authorization measure known as the Fixing America's Surface Transportation (FAST) Act will expire on September 30, 2020 so any increase in federal funding beyond the time is dependent upon reauthorization. Combined with the possible repeal of SB 1 this fall, staff is proposing just one increase in the allocation of Section 5307 funding for operations over the five year planning period.

The proposed five year capital plan includes a carryover project and three new projects for which federal funding will be requested. The carryover project is the replacement of seven commuter buses that is expected to be complete in the first quarter of FY 2019. The first new project is the FY 2019 replacement of ten 2009 model demand response buses. While these were originally going to be low floor models, the limited wheelchair securement flexibility on current low floor models prompted staff to return to standard floor models like those being replaced. As a result, the cost of this project has been reduced from \$1.5 million to \$950,000. The second project is the scheduled FY 2020 replacement of eleven 2008 model local fixed route buses. As noted above, the cost of this project is being increased to reflect the possible inclusion of up to four BEBs among the eleven replacement buses if the agency is awarded the requested federal Low-No Emission grant. The final project is the scheduled replacement of six 2014 model demand response buses in FY 2022 with seven buses again with standard floor model buses. The specific funding package and scope of these important projects will be the subject of further discussion as each will require specific Board approval for actual implementation.

The proposed long range Capital Improvement Plan (Exhibit C) has been updated from the FY 2018 version to include current projected cost estimates and procurement schedules through FY 2040 for the new MTP. The proposed purchase of up to four BEBs will not be added until it is known that the agency has received the requested Low-No Emission grant, but the most significant risk factor in regards to the long range plan is the pending proposal by the California Air Resources Board to mandate the purchase of zero emission transit buses. Depending on the outcome of that policy decision, the currently programmed 2035 replacement of Yuba-Sutter Transit's operating and maintenance facility may have to be advanced as much as ten years if it is determined that the existing facility cannot be adapted to accommodate a large number of zero emission buses. Due to the high cost and complexity of such projects, this would immediately and dramatically impact the agency's financial plan and work program since no funding has been identified and no planning has been done for this project. Separate from this pending issue, the proposed long range capital plan continues to take a conservative approach to fleet growth in response to declining ridership over the last three years, slow population growth and an uncertain economic outlook.

Staff will be prepared at the meeting to review the proposed program in detail.

RECOMMENDATION: Approve the revised Capital Improvement Plan and the FY 2019 – FY 2023 Transportation Improvement Plan Program of Projects as proposed or amended.

EXHIBIT A

YUBA-SUTTER TRANSIT TRANSPORTATION IMPROVEMENT PROGRAM Federally Funded Projects Only FY 2018/2019 - FY 2022/2023

Proposed June 21, 2018

	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FIVE YEAR TOTAL
OPERATING ASSISTANCE							
Urbanized Area							
FTA Sections 5307 & 5339 (Small Urban)	\$2,100,000	\$2,100,000	\$2,200,000	\$2,200,000	\$2,200,000	\$2,200,000	\$10,900,000
Local (All Sources)	4,542,703	4,767,015	5,010,375	5,371,125	5,749,450	6,147,200	27,045,165
Urban Subtotal	\$6,642,703	\$6,867,015	\$7,210,375	\$7,571,125	\$7,949,450	\$8,347,200	\$37,945,165
Rural Area							
FTA Section 5311 (Rural)	\$200,000	\$200,000	\$250,000	\$260,000	\$270,000	\$280,000	\$1,260,000
Local (All Sources)	338,598	356,785	334,625	353,875	374,550	396,800	1,816,635
Rural Subtotal	\$538,598	\$556,785	\$584,625	\$613,875	\$644,550	\$676,800	\$3,076,635
Total Operating Assistance	\$7,181,300	\$7,423,800	\$7,795,000	\$8,185,000	\$8,594,000	\$9,024,000	\$41,021,800
CAPITAL ASSISTANCE							
Vehicle Replacement/Minor Expansion							
FTA Section 5307 (Small Urban)	\$0	\$3,920,000	\$0	\$0	\$0	\$0	\$3,920,000
FTA Section 5311 (Rural)	901,573	901,572	0	152,000	0	0	1,053,572
FTA Section 5339 (Small Urban)	918,940	1,114,826	0	380,000	0	0	1,494,826
FTA Section 5339(c) (Low-No Grant)	0	1,350,000	0	0	0	0	1,350,000
State - State of Good Repair (SGR)	0	489,107	0	0	0	0	489,107
State - Cap & Trade (LCTOP)	0	226,068	0	0	0	0	226,068
Local - Transportation Development Act (TDA)	417,747	761,432	0	133,000	0	0	894,432
Other Local (FRAQMD, Prop. 1B, etc.)	3,636,740	3,638,063	0	0	0	0	3,638,063
Vehicle Subtotal	\$5,875,000	\$12,401,068	\$0	\$665,000	\$0	\$0	\$13,066,068
Property/Facility/Equipment/Furnishings							
FTA Section 5307 (Small Urban)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FTA Section 5317 (New Freedom)	286,000	0	0	0	0	0	0
State - Cap & Trade (LCTOP)	0	124,917	0	0	0	0	124,917
Local - Transportation Development Act (TDA)	0	100,000	100,000	100,000	100,000	100,000	500,000
Other Local (FRAQMD, Prop. 1B, etc.)	0	379,180	0	0	0	0	379,180
Facility/Equipment Subtotal	\$286,000	\$604,097	\$100,000	\$100,000	\$100,000	\$100,000	\$1,004,097
Total Capital Assistance	\$6,161,000	\$13,005,165	\$100,000	\$765,000	\$100,000	\$100,000	\$14,070,165

NOTES:

- Capital projects are listed in the year that funding authority will be requested with completion typically occurring in the following year.
- Operating costs are estimated based on the adopted FY 2019 Budget escalated 5 percent annually thereafter and capital costs are estimated at current dollar value.

EXHIBIT B

YUBA-SUTTER TRANSIT TRANSPORTATION IMPROVEMENT PROGRAM Federally Funded Projects Only FY 2017/2018 - FY 2021/2022

Adopted July 20, 2017

	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FIVE YEAR TOTAL
OPERATING ASSISTANCE							
Urbanized Area							
FTA Section 5307 (Small Urban)	\$2,100,000	\$2,100,000	\$2,100,000	\$2,100,000	\$2,100,000	\$2,100,000	\$10,500,000
FTA Section 5316 (Job Access Funds)	0	0	0	0	0	0	0
Local (All Sources)	4,228,295	4,542,703	4,874,500	5,226,000	5,596,000	5,984,500	26,223,703
Urban Subtotal	\$6,328,295	\$6,642,703	\$6,974,500	\$7,326,000	\$7,696,000	\$8,084,500	\$36,723,703
Rural Area							
FTA Section 5311 (Rural)	\$250,000	\$200,000	\$250,000	\$260,000	\$270,000	\$280,000	\$1,260,000
Local (All Sources)	263,105	338,598	315,500	334,000	354,000	375,500	1,717,598
Rural Subtotal	\$513,105	\$538,598	\$565,500	\$594,000	\$624,000	\$655,500	\$2,977,598
Total Operating Assistance	\$6,841,400	\$7,181,300	\$7,540,000	\$7,920,000	\$8,320,000	\$8,740,000	\$39,701,300
CAPITAL ASSISTANCE							
Vehicle Replacement/Minor Expansion							
FTA Section 5307 (Small Urban)	\$0	\$0	\$3,940,000	\$0	\$260,000	\$0	\$4,200,000
FTA Section 5311 (Rural)	0	901,573	0	0	120,000	0	1,021,573
FTA (CMAQ)	0	0	0	0	0	0	0
FTA (Section 5339)	0	918,940	460,000	0	460,000	0	1,838,940
Local (TDA)	0	417,747	1,100,000	0	210,000	0	1,727,747
Other Local (FRAQMD, Prop. 1B, etc.)	0	3,636,740	0	0	0	0	3,636,740
Vehicle Subtotal	\$0	\$5,875,000	\$5,500,000	\$0	\$1,050,000	\$0	\$12,425,000
Property/Facility/Equipment/Furnishings							
FTA Section 5307 (Small Urban)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Congestion Mitigation & Air Quality Funds	0	0	0	0	0	0	0
FTA Section 5317 (New Freedom)	0	286,000	0	0	0	0	286,000
Local (TDA)	0	0	0	0	0	0	0
Other Local (FRAQMD, Prop. 1B, etc.)	0	0	0	0	0	0	0
Facility/Equipment Subtotal	\$0	\$286,000	\$0	\$0	\$0	\$0	\$286,000
Total Capital Assistance	\$0	\$6,161,000	\$5,500,000	\$0	\$1,050,000	\$0	\$12,711,000

NOTES:

1. Capital projects are listed in the year that funding authority will be requested with completion typically occurring in the following year.
2. Operating costs are estimated based on the adopted FY 2018 Budget escalated 5 percent annually thereafter and capital costs are estimated at current dollar value.

EXHIBIT C
Yuba-Sutter Transit Authority Capital Improvement Plan (CIP)
Fleet & Facility Replacement/Expansion Schedule for the Metropolitan Transportation Plan (MTP 2040)
Based on the Proposed FY 2019 - FY 2023 Program of Projects
Proposed June 21, 2018

Current Model / Vehicle # / Service Type	Y-E #	Project Completion Fiscal Year																						
	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	
2014 Gillig Buses (3200's -- Fixed Route) 2018 cost estimate of \$500,000 each (\$1,000) MTIP or MTP # (if any)	11								13															13
									\$6,500															\$6,500
									10370															NA
2012 MCI Buses (5704 - 5706 -- Commuter) 2018 cost estimate of \$600,000 each (\$1,000) MTIP or MTP # (if any)	3									5														
										\$3,000														
										10360														
2014 Glaval (1681 - 1686 -- Paratransit/Rural) 2018 cost estimate of \$95,000 each (\$1,000) MTIP or MTP # (if any)	6				7							10							10					
					\$665							\$950							\$950					
					10400							10423							10428					
2018 MCI Buses (5707 - 5713 -- Commuter) 2018 cost estimate of \$600,000 each (\$1,000) MTIP or MTP # (if any)	7															11								
																\$6,600								
																10425								
2008 NABI Opus (2700/3100 Series -- Fixed Route) 2018 cost estimate of \$500,000 each (\$1,000) MTIP or MTP # (if any)	11		11												15									
			\$5,500												\$7,500									
			10444												10426									
2010 Starcraft (1670 - 1679 -- Paratransit/Rural) 2018 cost estimate of \$95,000 each (\$1,000) MTIP or MTP # (if any)	10	10								10						10								10
		\$955								\$955						\$955								\$955
		10446								10350						10427								NA
2010 MCI Buses (5701 - 5703 -- Commuter) 2018 cost estimate of \$600,000 each (\$1,000) MTIP or MTP # (if any)	3									5														5
										\$3,000														\$3,125
										NA														NA
	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	
Fixed Route (30 - 35')	22	22	22		22			22	24		24	24			28	28			28				28	
Commuter (35 - 45')	13	13	13		13			15	15		17	17			21	21			21				21	
Paratransit (20 - 25')	16	16	16		17			17	17		17	20			20	20			20				20	
Running Fleet Total	51	51	51		52			54	56		58	61			69	69			69				69	
Facility Expansion/Replacement Projects																								
2018 Budget Estimate (\$1,000) MTP # (if any)																								Facility Repl. \$25,000 10424

/Common/TIP-MTP/MTP Replacement Schedule.xls/

[Five Year Totals -- Buses & Facilities]

\$7,120

\$13,455

\$16,005

\$32,450

AGENDA ITEM IV – C
STAFF REPORT

DISPOSAL OF SURPLUS VEHICLES

Seven new heavy-duty commuter buses will soon be delivered for inspection and acceptance with all seven expected to be in service sometime in July. These new buses were purchased to replace seven medium duty commuter buses to provide much improved service reliability and passenger comfort. The seven buses being replaced are 35' 41-passenger Blue Bird Xcel model buses (six 2006 models and one 2007 model) that have all well exceeded their designed life of ten years or 350,000 miles with several nearing 500,000 life miles.

Staff is now requesting Board action to declare units #4151, #4152, #4153, #4154, #4155, #4156 and #4157 to be surplus effective on or before July 31, 2018 and authorize their sale pursuant to the terms and conditions that are detailed below. The first six are 2006 model buses and the last is a 2007 model bus. Two of these buses (#4154 and #4157) were recently removed from service and are now non-operational due to major mechanical problems in anticipation of the new buses.

A closed bid process has been used in the past for the sale of surplus buses when they have not been traded for new buses and staff is recommending the same approach for this sale. Similar vehicles were last declared surplus in 2014 when five 2001 35-passenger fixed route buses were sold for an average of \$1,286 compared to the minimum bid price of \$1,000 each. Based on the results of the 2014 sale and the relative age and condition of the buses that are now being disposed, staff is again recommending a minimum bid of \$1,000 for each of the operational buses and \$500 for the non-operational buses. If any remain unsold after the bid opening, all reasonable offers will be considered on a first-come, first-served basis.

The success of any vehicle sale is dependent on current market conditions for similar equipment and the widest possible circulation of the notice of availability among those with an interest in such equipment. Yuba-Sutter Transit has a list of over 70 interested parties that have requested such notices and this opportunity will also be noticed in the local newspaper. Because there is a cost to Yuba-Sutter Transit to retain this equipment in staff time and parking lot space, a quick sale is more important than getting top retail value.

Staff will be prepared at the meeting to discuss the surplus vehicle process in detail.

RECOMMENDATION: Adopt Resolution No. 8-18 declaring certain vehicles to be surplus and authorizing their disposal as proposed.

YUBA-SUTTER TRANSIT AUTHORITY

RESOLUTION NO. 8-18

WHEREAS, *The Yuba-Sutter Transit Authority is the owner of seven 41 passenger 2006 and 2007 model Blue Bird Xcel buses that have been used in continuous service since July 2006; and,*

WHEREAS, *These vehicles have surpassed their useful life as a revenue vehicle and are no longer needed by Yuba-Sutter Transit for that purpose effective on or before July 31, 2018; and,*

WHEREAS, *The vehicle identification numbers of the subject vehicles are as follows:*

<u>Vehicle Number</u>	<u>Make</u>	<u>VIN Number</u>
4151	Blue Bird	1BAGJBKA66F243180
4152	Blue Bird	1BAGJBKA67F243181
4153	Blue Bird	1BAGJBKAX6F243182
4154	Blue Bird	1BAGJBKA16F243183
4155	Blue Bird	1BAGJBKA36F243184
4156	Blue Bird	1BAGJBKA56F243185
4157	Blue Bird	1BAGJBKA77F251032

NOW, THEREFORE, BE IT RESOLVED that the Yuba-Sutter Transit Authority Board of Directors does hereby declare that the vehicles identified above are surplus property and authorize the Transit Manager to dispose of said vehicles under specified terms and conditions established by the following vote:

Ayes:

Noes:

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY INTRODUCED, PASSED AND ADOPTED BY THE YUBA-SUTTER TRANSIT AUTHORITY AT A REGULAR MEETING HELD ON JUNE 21, 2018.

Chairman of the Board

ATTEST:

Sandra Anderson
Secretary to the Board of Directors

Date