



MEETING NOTICE & AGENDA

DATE: Thursday, July 20, 2023

TIME: 4:00 P.M.

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

A remote option for audience participation is being provided only as a courtesy. Members of the Yuba-Sutter Transit Board of Directors must attend in person. If the remote connection fails for any reason, the meeting will continue as noticed so the public must attend in person to assure access to the meeting.

To join the meeting from your computer, tablet, or smartphone, please use the Zoom Meeting link below.

<https://us02web.zoom.us/j/82616793391?pwd=MEp2WXhvazJnaXd5ZjFSNEhqEdJUT09>

To join by telephone conference call: 1-669-900-6833
Meeting ID: 826 1679 3391
Password: 692870

The public will be muted by default. The following options are available to speak during the public comment portions of the meeting:

Online: Raise your hand or use the Q&A panel to submit your comments.
Phone: Press *9 to raise your hand or press *6 to send a request to be unmuted to submit comments.

I. Call to Order & Roll Call

Bains (Chair), Blaser, Buttacavoli, Flores, Fuhrer (Vice-Chair), Hudson, Kirchner, and Shaw

II. Introductions

A. New Yuba-Sutter Transit Executive Director Matthew Mauk

III. Public Hearings

A. Federal Transit Administration (FTA) Sections 5307, 5311, and 5339 Grant Applications for FY 2024. (Attachment)

1. Staff Presentation
2. Open /Close Public Hearing
3. Board Discussion and Action

RECOMMENDATION: Authorize the FY 2024 federal funding applications as proposed.

- B. Permanent Weekday Route 2 Service Frequency Reduction.** Receive public comments regarding making permanent the May 2020 pandemic-related reduction in weekday Route 2 service from half-hour to hourly frequency. (Attachment)

1. Staff Presentation
2. Open /Close Public Hearing
3. Board Discussion and Action

RECOMMENDATION: Approve hourly Route 2 service on weekdays as proposed effective September 1, 2023.

IV. 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.

V. Consent Calendar

All matters listed under the Consent Calendar are considered 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 Regular Meeting of June 15, 2023. (Attachment)
- B. Disbursement List for June 2023. (Attachment)
- C. Monthly Performance Report for June 2023. (Attachment)

VI. Reports

- A. **Yuba-Sutter NextGen Transit Facility Funding and Schedule Update.** (Attachment)

RECOMMENDATION: Direct staff as desired.

- B. **August Meeting Cancellation.** (Attachment)

RECOMMENDATION: Cancel the regular monthly meeting of August 17, 2023.

- C. **Project & Program Updates.**

1. Yuba-Sutter NextGen Transit Plan Implementation
2. Binney Junction / State Route 70 (B Street) Highway Project
3. Special Evening Meeting Reminder – 6:00 p.m. on Thursday, September 21st

VII. Correspondence / Information

VIII. Other Business

IX. Adjournment

**THE NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY, AUGUST 17, 2023
AT 4:00 P.M. IN THE YUBA COUNTY BOARD OF SUPERVISORS CHAMBERS**

**PLEASE NOTE THAT AN ACTION ITEM ON THIS AGENDA MAY RESULT
IN THE CANCELLATION OF THE AUGUST 17TH MEETING**

AGENDA ITEM III – A
STAFF REPORT

**FEDERAL TRANSIT ADMINISTRATION (FTA) SECTIONS 5307, 5311, AND 5339 GRANT
APPLICATIONS FOR FY 2024**

Federal funding requirements stipulate that a public hearing must be held prior to the submittal of grant applications. The purpose of the hearing is to provide an opportunity for public comment regarding the program or programs to be funded by the subject grants. This public hearing is for federal grant applications to be submitted for FY 2024.

Attached is a copy of the public hearing notice which summarizes these applications for an estimated combined total of \$4,437,569 in federal funding for both operating (\$2,400,000) and capital (\$2,037,569) purposes. The projects for which federal funding will be requested are included in the adopted Yuba-Sutter Transit operating and capital budget for FY 2024.

The operating assistance portion of this program includes \$2,200,000 in Federal Transit Administration (FTA) Section 5307 (small urban) funding and \$200,000 in Section 5311 (rural) funding. The capital portion of this program includes \$1,479,170 in Section 5311 (rural) funding and \$558,399 in Section 5339 (small urban capital) funding for the purchase of six demand response/rural route buses and the design phase of the Next Generation Zero-Emission Bus Operations, Maintenance & Administration Facility.

In addition to the amounts budgeted for FY 2024, the authority may be applying for one or more competitive capital grants during the fiscal year for funding to be used towards the Next Generation Zero-Emission Bus Operations, Maintenance & Administration Facility. Specific FTA sections, amounts, and timing are unknown, but the subject project ID is #YST10533 in the adopted Metropolitan Transportation Improvement Program (MTIP) Program of Projects (POP).

Staff will be prepared at the meeting to review the entire federal program as desired.

RECOMMENDATION: Authorize the FY 2024 federal funding applications as proposed.

**NOTICE OF PUBLIC HEARING
YUBA-SUTTER TRANSIT FEDERAL ASSISTANCE PROGRAM**

A public hearing will be held by the Yuba-Sutter Transit Authority in the Yuba County Board of Supervisors' Chambers at 915 Eighth Street, Marysville, California at 4:00 p.m. on Thursday, July 20, 2023, for the purpose of receiving comments on Yuba-Sutter Transit's proposed FY 2024 operating and capital assistance projects to be funded in part through Federal Transit Administration (FTA) Sections 5307, 5311 and 5339 grant programs. This shall serve as the final program notice unless amended. The projects are generally described as follows:

1. The projects include funding for urbanized and non-urbanized area operating and capital expenses of Yuba-Sutter Transit including transportation operations, maintenance, administration, vehicle replacement, facility design, and other related expenses for the period July 1, 2023, through June 30, 2024. Yuba-Sutter Transit is the applicant and mass transportation operator to be assisted.
2. The projects will be administered at Yuba-Sutter Transit's headquarters at 2100 B Street, Marysville, California but the projects will have area-wide implications.
3. The combined urbanized and non-urbanized federal operating and capital assistance for the period is estimated at \$4,437,569. The capital program includes \$1,479,170 in Section 5311 funds and \$558,399 in Section 5339 funds. The operating program includes \$2,200,000 in Section 5307 funds and \$200,000 in Section 5311 funds. Local funds required to complete the proposed FY 2024 projects are estimated at \$7,809,431 for a total cost of \$12,247,000. Local funding will be primarily derived from state and local Transportation Development Act funds, state bond funds and passenger fares.

No persons, families or businesses will be displaced by the projects. No significant environmental impact is anticipated by initiation of the proposed projects. The projects are in conformance with the comprehensive land use and transportation planning for the area and will be consistent with the adopted Transportation Improvement Program. The special needs of the elderly and persons with disabilities have been considered.

Interested persons or agencies will be given an opportunity to comment at the hearing on the social, environmental, and economic aspects of the proposed projects. Interested persons may submit, orally or in writing, evidence, and recommendations with respect to said projects.

A copy of the grant applications and the Transportation Improvement Program for the area will be available for public inspection by appointment at 2100 B Street, Marysville, California during normal business hours. Call (530) 634-6880 for more information or to make an appointment.

AGENDA ITEM III – B
STAFF REPORT

PERMANENT WEEKDAY ROUTE 2 SERVICE FREQUENCY REDUCTION

In response to drastically reduced ridership during the early weeks of the COVID-19 pandemic, Yuba-Sutter Transit took emergency action to reduce service effective May 1, 2020. These service reductions were later continued indefinitely following a public hearing on August 18, 2022. Included in these cuts was a 50 percent reduction in the frequency of Route 2 service on weekdays with buses operating every 60 minutes, instead of every 30 minutes in each direction. Saturday Route 2 service has always operated at a 60-minute frequency. If approved as proposed, the reduction in the frequency of weekday Route 2 service would be made permanent effective September 1, 2023.

More than three years after the start of the pandemic, Route 2 ridership has not yet returned to a level where restoration of 30-minute weekday service could be justified especially when compared to what ridership had been on this route in peak years. For comparison, average weekday Route 2 ridership in May 2023 was just 50 percent of what it was pre-pandemic in May 2019. While a significant portion of this reduction is due to the approximately 50 percent cut in weekday service hours from May 2019 to May 2023, it is important to note that average weekday Route 2 ridership in May 2019 was already down 30 percent from the system high figures of May 2015 so average weekday Route 2 ridership in May 2023 was just 35 percent of what it was at the May 2015 peak. For this reason, staff cannot justify restoring half-hour weekday service frequency to this route.

In addition, the recently adopted Yuba-Sutter NextGen Transit Plan has set a new direction for the future of local public transit service. As envisioned, over the next three years, four of the six existing local fixed routes would be replaced with a community on-demand microtransit service with the remaining routes to be streamlined for faster and more direct service. The first phase of this conversion is scheduled to begin in mid-2024 with the elimination of Routes 2 and 5 in Yuba City. For this reason, there is no need to extend the emergency suspension of half-hour weekday service. As a result, to eliminate any further passenger confusion, staff is now recommending that the May 2020 temporary reduction in the weekday frequency of Route 2 service be made permanent effective September 1, 2023.

Attached is a copy of the appropriately posted public hearing notice for this meeting. Also attached is a summary of the public comments that have been received to date. Staff will update this summary at the meeting should any additional comments be received after the posting of this agenda.

Staff will be prepared to discuss this issue in more detail at the meeting.

RECOMMENDATION: Approve hourly Route 2 service on weekdays as proposed effective September 1, 2023.



**YUBA-SUTTER TRANSIT AUTHORITY
PUBLIC HEARING NOTICE**

PERMANENT WEEKDAY ROUTE 2 SERVICE FREQUENCY REDUCTION

DATE: Thursday, July 20, 2023
TIME: 4:00 p.m.
PLACE: Yuba County Government Center
Board of Supervisors Chambers
915 Eighth Street
Marysville, CA 95901

The Yuba-Sutter Transit Board of Directors has set a hearing for the above date, place, and time to accept public comments on making permanent the COVID-19 pandemic related reduction in the frequency of weekday Route 2 service. That cut was a 50 percent reduction in the frequency of Route 2 service on weekdays with buses operating every 60 minutes, instead of every 30 minutes in each direction. Saturday Route 2 service has always operated at a 60-minute frequency. Initially implemented as an emergency measure effective May 1, 2020, reduced Route 2 weekday service frequencies were continued indefinitely following a public hearing on August 18, 2022. If approved as proposed, the reduction in the frequency of weekday Route 2 service would be made permanent effective September 1, 2023.

Interested persons may submit testimony regarding the proposed service reductions, either verbally or in writing, before or at the public hearing. Written testimony can be provided by mail to Yuba-Sutter Transit at 2100 B Street, Marysville, CA 95901; by e-mail to info@yubasuttertransit.com; or by FAX at (530) 634-6888. All written communication must be received either at or prior to the hearing to be considered. Verbal testimony can be provided in person at the hearing or by telephone at (530) 634-6880 prior to the hearing.

Public Comments on Permanent Route 2 Weekday Service Reduction

Comments received as of July 11, 2023

<u>Date Received</u>	<u>Name</u>	<u>Subject</u>	<u>Comment</u>
1 6/19/2023	Jeffrey Alan Coker	Route 2 Proposed Reductions	Do not add service back to Route 2. I think service could be reduced more.

AGENDA ITEM V – A

**YUBA-SUTTER TRANSIT AUTHORITY
MEETING MINUTES
JUNE 15, 2023**

I. Call to Order & Roll Call (4:00 P.M.)

Present: Bains (Chair), Blaser, Buttacavoli, Flores, Fuhrer, Kirchner and Shaw
Absent: Hudson

II. Presentations

Director Bains, on behalf of the Sutter County Board of Supervisors, presented Keith Martin and his wife René with a gift basket for his retirement.

In his role as Chairman of the Board for both Yuba-Sutter Transit and the Regional Waste Management Authority, Chairman Bains then presented Keith Martin with an award of appreciation for his exemplary service to both agencies over the years.

The Yuba Sutter Transit staff made special award presentations to both Keith and René Martin to mark his retirement.

III. Public Business from the Floor

None.

IV. Consent Calendar

Director Shaw made a motion to approve the consent calendar. Director Flores seconded the motion and it carried unanimously.

V. Reports

A. Yuba-Sutter NextGen Transit Plan Implementation Plan and Schedule.

Noting that the NextGen Transit Plan was adopted at the last meeting, Martin stated that the draft implementation plan is now being presented for the four-year rollout period. The first year of the plan consists of preparation work for the new on-demand service. Martin noted that public hearings need to be scheduled to make permanent the 2020 pandemic-related reduction in the frequency on Route 2 service on weekdays and to reset the Sacramento service. Current Route 2 ridership still does not justify a return to the previous half-hour service frequency and the best Sacramento schedules are averaging just 15 or 16 passengers in the peak direction with three schedules averaging just 4 passengers in the peak direction. Staff will be conducting a survey of past, present, and possible future passengers and have already started a survey of agencies that serve downtown Sacramento to see how their ridership is doing and what time of day generates the best ridership.

Director Kirchner made a motion to set a public hearing for 4:00 p.m. on Thursday, July 20, 2023, to receive comments on proposed permanent weekday Route 2 service reductions and to set a special night meeting

and public hearing for 6:00 p.m. on Thursday, September 21, 2023, to receive comments on proposed Sacramento service and fare changes. Director Shaw seconded the motion, and it passed unanimously.

B. Project Updates/Additions for the Sacramento Metropolitan Transportation Improvement Plan (MTIP) and the Long-Range Blueprint Plan.

Martin stated that this year there will be significant changes to both our short-term (five-year) and long-range (2050) plans to include both the recommendations of the recently adopted NextGen Transit Plan and the introduction of zero-emission buses (ZEBs). Projects for which federal funds will be requested must be identified in an adopted plan. The inclusion of a project (nor the exclusion of a project) does not commit the Board as these plans can be amended and all projects must be later approved by separate Board action.

Attached to the Board packet for consideration are draft versions of the short-term FY 2024 – FY 2028 Yuba-Sutter Transit Transportation Improvement Plan (TIP) Program of Projects and the long-range Capital Improvement Plan (CIP) through 2050. Over the next twenty-five years, several bus procurements are being programed based on the adopted FY 2024 budget, the NextGen Transit Plan, and California Air Resources Board (CARB) ZEB requirements. Martin noted that the draft plans feature a reduction in both the size of the fleet and the size of the vehicles being purchased over the planning period. As an example, he noted the purchase of more on-demand buses versus full size fixed route and commuter buses as we are moving to smaller vehicles. Due to specific funding requirements that force the purchase of zero-emission vehicles, we plan to keep some of our smaller buses much longer than usual until the new transit facility is available while we implement the NextGen Transit Plan.

Director Shaw made a motion to approve Yuba-Sutter Transit's FY 2024 – FY 2028 MTIP Program of Projects and 2050 Capital Improvement Plan as proposed. Director Buttacavoli seconded the motion, and it passed unanimously.

C. California Innovative Clean Transit (ICT) Regulation Zero-Emission Bus (ZEB) Roll-Out Plan.

Martin stated that the California Air Resources Board (CARB) Innovative Clean Transit regulation requires public transit agencies to gradually transition to zero emission buses. Yuba-Sutter Transit has been working on how we are going to comply with this regulation which requires all agencies that own, operate, or lease buses over a weight rating of 14,000 GVW to begin transitioning to ZEBs beginning with buses purchased after December 31, 2025. For smaller agencies like Yuba-Sutter Transit, a Zero-Emission Bus Roll-Out Plan is to be submitted to CARB by July 1, 2023.

Martin highlighted the attached draft ZEB Roll-Out Plan that projects Yuba-Sutter Transit to be fully transitioned to ZEBs by 2033 based on the current capital plan that was just approved. The roll-out plan shows that the number of ICT-covered buses will go from 51 to 38 over time assuming that adequate funding is available to both construct the new transit facility by early 2027 and fund the incremental cost of the new buses. Martin noted that this would result in the full transition of the fleet a full seven years before the state goal of 2040.

Director Shaw made a motion to adopt the Yuba-Sutter Transit Zero-Emission Bus Roll-Out Plan as submitted. Director Flores seconded the motion, and it passed unanimously.

D. Transportation Development Act (TDA) Claim for FY 2024.

Martin stated that this item is for authorization to submit the annual Transportation Development Act (TDA) Claim to the Sacramento Area Council of Governments (SACOG) consistent with the adopted budget.

Director Shaw made a motion to adopt Resolution No. 12-23 authorizing the submittal of Yuba-Sutter Transit's FY 2024 TDA Claim as proposed. Director Flores seconded the motion, and it passed unanimously.

E. Annual Public Transportation Agency Safety Plan (PTASP) Review.

Martin stated this is the annual PTASP review report that is being submitted in accordance with federal regulation and that no updates are necessary.

Director Bains noted that the annual review has been accepted.

F. Projects & Program Updates.

1. Yuba-Sutter Next Generation Zero-Emission Transit Facility

Martin noted we are still awaiting a late-June announcement regarding the agency's \$12.5 million federal grant application for the NextGen Transit Facility.

2. Keith Martin Retirement Open House Reception & Luncheon Reminder

Martin reminded the board of the Retirement Open House Reception and Luncheon scheduled for 10:00 a.m. to 2:00 p.m. on Friday, June 30th in the Yuba-Sutter Transit office.

3. Executive Director Transition

Martin stated that Matt Mauk, the new Executive Director, will be starting on July 17th at which time Keith Martin will be transitioning to Extra Help.

VII. Correspondence / Information

None.

VIII. Other Business

None.

IX. Adjournment

The meeting was adjourned at 4:35 pm.

THE NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY JULY 20, 2023 AT 4:00 P.M. IN THE YUBA COUNTY BOARD OF SUPERVISORS CHAMBERS UNLESS OTHERWISE NOTICED.

**AGENDA ITEM V-B
YUBA-SUTTER TRANSIT
DISBURSEMENT LIST
MONTH OF JUNE 2023**

CHECK NO.	AMOUNT	VENDOR	PURPOSE
EFT	\$ 6,120.47	PERS HEALTH	HEALTH INSURANCE
EFT	\$ 2,236.21	PERS RETIREMENT	RETIREMENT PAYMENT (EMPLOYER SHARE)
EFT	\$ 400.00	CALPERS 457 PLAN	EMPLOYER CONTRIBUTION
EFT	\$ 39,336.11	PAYROLL	PAYROLL
EFT	\$ 879.35	PRINCIPAL MUTUAL LIFE INSURANCE	L/D/LTD INSURANCE
EFT	\$ 36.89	CALIFORNIA WATER SERVICE	FIRE SUPPRESSION - JUNE 2023
EFT	\$ 360.95	CALIFORNIA WATER SERVICE	WATER
EFT	\$ 4,413.43	PG&E	ELECTRIC #1
EFT	\$ 59.27	PG&E	ELECTRIC #2 - PARKING LOT LIGHTS - JUNE 2023
EFT	\$ 184.90	PG&E	GAS - MAY 2023
EFT	\$ 10,844.86	RAMOS OIL COMPANY	BUS FUEL - GAS
EFT	\$ 100.00	DAVID SHAW	BOARD MEETING 6/15/2023
EFT	\$ 100.00	DON BLASER	BOARD MEETING 6/15/2023
EFT	\$ 100.00	KARM BAINS	BOARD MEETING 6/15/2023
EFT	\$ 100.00	SETH FUHRER	BOARD MEETING 6/15/2023
EFT	\$ 100.00	WADE KIRCHNER	BOARD MEETING 6/15/2023
EFT	\$ 48.97	CARDMEMBER SERVICES	CREDIT CARD -SUBSCRIPTIONS
EFT	\$ 228.38	UTILITY MANAGEMENT SERVICES	SEWER
EFT	\$ 206.01	PRIMEPAY	PAYROLL FEES - MAY 2023
EFT	\$ 109.28	ELAVON	MERCHANT SERVICE FEE - JUNE 2023
18448	\$ 175.00	ALL SEASONS TREE & TURF CARE	LANDSCAPING & WEED CONTROL MAY 2023
18449	\$ 500.00	CALIFORNIA COMMUNICATIONS	SITE CALL AT PLUMAS LAKE & MCGOWAN PARK&RIDES
18450	\$ 1,838.15	CONNECT CARD REGIONAL SERVICE CENTER	CONNECT CARD SALES - MAY 2023
18451	\$ 7,531.22	HOTSY OF CALIFORNIA	PRESSURE WASHER
18452	\$ 23,225.88	HUNT & SONS INC	BUS FUEL - DYED DIESEL
18453	\$ 482.68	J&J CUSTOM FRAMING	PRINT PICTURE AND FRAMING
18454	\$ 1,100.00	RC JANITORIAL	JANITORIAL SERVICES - MAY 2023
18455	\$ 11,465.41	RAMOS OIL COMPANY	BUS FUEL - GAS
18456	\$ 1,067.04	SC FUELS	DEF FLUID
18457	\$ 489,691.57	STORER TRANSIT SYSTEMS	CONTRACT SERVICES & VEHICLE INSURANCE 4/23
18458	\$ 450.00	STREAMLINE	WEBSITE SERVICES - JUNE 2023
18459	\$ 56.85	SUTTER COUNTY LIBRARY	CONNECT CARD SALES COMMISSION - MAY 2023
18460	\$ 2,812.12	T-MOBILE	WIFI SERVICES FOR BUSES - MAY 2023
18461	\$ 9,688.89	TEHAMA TIRE SERVICE INC	TUBES/TIRES
18462	\$ 272.79	TIAA COMMERCIAL FINANCE INC	COPIER LEASE - MAY 2023
18463	\$ 357.27	ADVANCED DOCUMENT CONCEPTS	COPY MACHINE CHARGES - MAY 2023
18464	\$ 100.00	BRUCE BUTTACAVOLI	BOARD MEETING 6/15/2023
18465	\$ 381.75	COMCAST BUSINESS	TELEPHONE SERVICE - JUNE 2023
18466	\$ 358.38	COMCAST BUSINESS	INTERNET SERVICE - JUNE 2023
18467	\$ 100.00	DAN FLORES	BOARD MEETING 6/15/2023
18468	\$ 22,855.37	HUNT & SONS INC	BUS FUEL - DYED DIESEL
18469	\$ 40.00	MARYSVILLE POLICE DEPT	ALARM PERMIT FEES FOR FY 2024
18470	\$ 1,059.77	QuEST	MAINTENANCE OF BUS STOPS/SHELTERS - 5/23
18471	\$ 983.99	SC FUELS	DEF FLUID
18472	\$ 55.00	SHELBY'S PEST CONTROL	PEST CONTROL SERVICES - JUNE 2023
18473	\$ 10,217.36	STORER TRANSIT SYSTEMS	BUS #5701 DIFFERENTIAL REPAIR REIMBURSEMENT
18473	\$ 513,691.80	STORER TRANSIT SYSTEMS	CONTRACT SERVICES & VEHICLE INSURANCE 5/23
18474	\$ 1,336.29	TEHAMA TIRE SERVICE INC	TUBES/TIRES
18475	\$ 606.93	ROBERTO RESENDEZ	REIMBURSEMENT - FOOD FOR OPEN HOUSE
18476	\$ 31.13	PETTY CASH	REIMBURSE PETTY CASH FY 2023 Q 3&4
	\$ 1,168,497.72		

**LAIF
TRANSFERS**

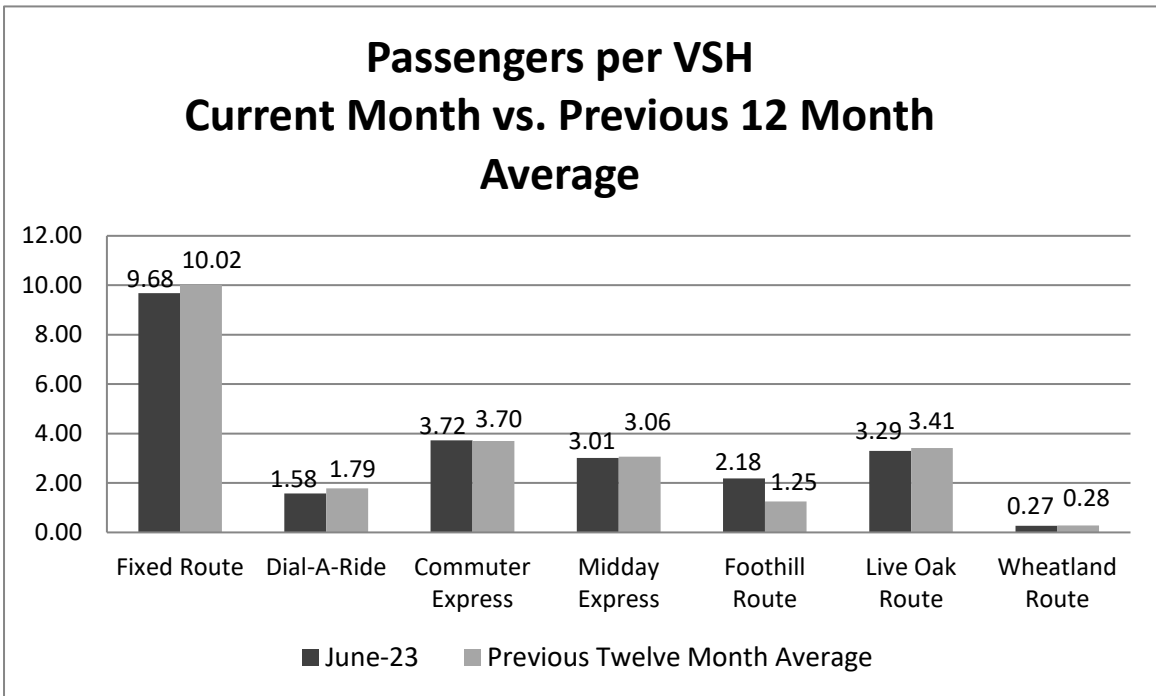
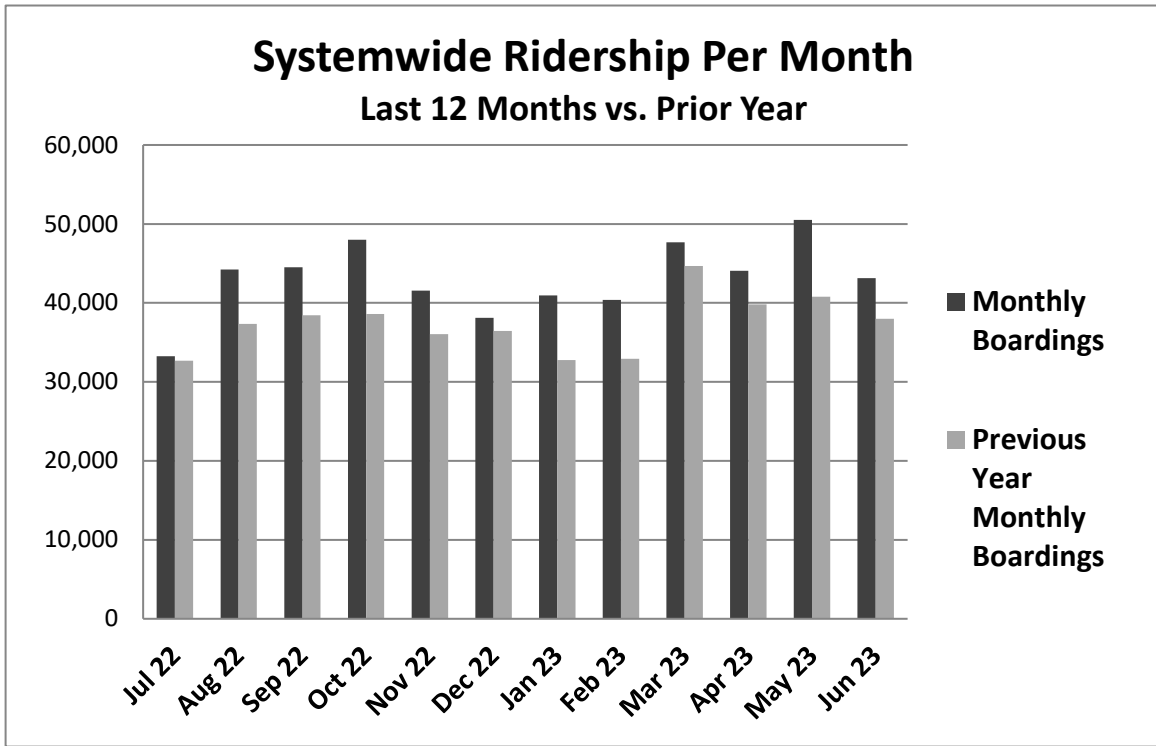
6/9/2023 \$ 500,000.00 TRANSFER FROM LAIF TO CHECKING

AGENDA ITEM V- C

JUNE 2023 PERFORMANCE REPORT

	June-23	Previous Twelve Month Average	Fiscal YTD	Previous Fiscal YTD
Ridership:				
Fixed Route	36,392	36,546	442,664	385,314
Dial-A-Ride	2,890	2,504	30,480	28,894
Commuter Express	2,854	2,677	32,516	24,201
Midday Express	499	492	5,940	5,011
Foothill Route	182	107	1,383	917
Live Oak Route	302	263	3,235	2,130
Wheatland Route	13	14	158	127
Oroville Route	0	0	0	1,975
Total Ridership:	43,132	42,602	516,376	448,569
Vehicle Service Hours:				
Fixed Route	3,760.26	3,648.05	43,806.24	43,746.02
Dial-A-Ride	1,832.10	1,400.93	17,190.83	17,561.96
Commuter Express	767.15	723.79	8,708.53	8,695.91
Midday Express	165.77	160.56	1,928.11	1,871.52
Foothill Route	83.47	86.16	1,025.89	1,032.48
Live Oak Route	91.69	77.15	935.55	891.70
Wheatland Route	47.62	47.94	577.66	529.68
Oroville Route	0.00	0.00	0.00	427.39
Total VSH's:	6,748.06	6,144.57	74,172.81	74,756.66
Passengers Per Hour:				
Fixed Route	9.68	10.02	10.11	8.81
Dial-A-Ride	1.58	1.79	1.77	1.65
Commuter Express	3.72	3.70	3.73	2.78
Midday Express	3.01	3.06	3.08	2.68
Foothill Route	2.18	1.25	1.35	0.89
Live Oak Route	3.29	3.41	3.46	2.39
Wheatland Route	0.27	0.28	0.27	0.24
Oroville Route	0.00	0.00	0.00	4.62
Total Passengers Per VSH:	6.39	6.93	6.96	6.00

JUNE 2023 PERFORMANCE REPORT



AGENDA ITEM VI – A
STAFF REPORT

NEXT GENERATION TRANSIT FACILITY PROJECT FUNDING AND SCHEDULE UPDATE

Background

The need to replace the existing Yuba-Sutter Transit maintenance, operations, and administration facility in Marysville resulted from the development of the Innovative Clean Transit (ICT) Regulation that was adopted by the California Air Resources Board (CARB) in December 2018. For Yuba-Sutter Transit, the ICT regulation requires all new medium and heavy-duty buses for which orders are placed after December 31, 2028, be zero emission buses (ZEBs) with an interim 25 percent ZEB purchase requirement for such buses ordered after December 31, 2025. In anticipation of this regulation, the current facility was analyzed by the planning and engineering firm AECOM for suitability to house and operate ZEBs. That analysis found that space and power constraints limited the facility to just 12 ZEBs after which a new facility would be needed. In addition to the ZEB regulation, the Caltrans B Street (Highway 70) expansion project and the resulting railroad realignment for related overcrossing improvements both north and south of the existing facility was then expected to render it useless by or before 2025.

In response, Yuba-Sutter Transit applied for and received an Adaptation Planning Grant from Caltrans in 2019 to develop the Yuba-Sutter Transit Next Generation Transit Facility Plan. In December 2019, the engineering and planning firm WSP was hired to conduct this effort which included the development of conceptual design criteria for a replacement facility and the evaluation of candidate sites to house Yuba-Sutter Transit as it converted to ZEB operation and beyond for the next 30 – 50 years. This project began with an exercise to establish a vision for the future facility which fed into the development of the space needs program and design criteria with the result being detailed descriptions of the conceptual size and functionality of each room of the envisioned transit facility.

Once the future space needs were defined, WSP worked with staff and a local commercial realtor to identify 16 potential sites of sufficient size within walking distance of the existing service network. This list was then reduced to 10 reasonably available candidate sites that were then processed through an extensive matrix of parameters that had been developed to score and rank each site. WSP then developed conceptual facility layouts for some of the top ranked sites to determine the relative fit and feasibility of the envisioned transit facility on each. This work was presented to the Board on October 18, 2020, to mark the start of the public engagement process inviting input from elected and appointed city and county officials, community stakeholders, and the public-at-large.

On February 18, 2021, the consultant team presented the funding plan and cash flow analysis for the project to the Board. This included an exhaustive discussion of a variety of federal, state, regional and local funding options; detailed construction cost estimates; and a cash flow analysis for the development of the three top ranked sites with and without debt financing. These planning level cost estimates and funding plans were primarily for comparing sites as both will be significantly refined during the architectural and engineering process for the selected site. Cost estimates were developed for both the ultimate master planned facility at full build-out for an all-electric fleet as well as for a scaled-down version in the initial build-out featuring the charging infrastructure for just four battery-electric buses. The funding plan was based only on the initial build-out scenario with an allowance for property acquisition under two different funding assumption scenarios – one with no gap

in funding to complete the initial project and one using gap financing to complete the initial project due to a funding shortfall.

At the same meeting, an ad hoc committee was established to work with staff on the development of a preferred site recommendation. Based on the combination of lowest purchase price, immediate availability, future flexibility including the option for hydrogen fueling, and an ideal location; the ad hoc committee unanimously recommended the property at 6035 Avondale Avenue in Linda as the preferred site for a replacement transit facility. The Board accepted this recommendation on March 18, 2021, and directed staff to initiate the necessary multi-step process before a final purchase decision could be made. After completing that process, which included a preliminary title report, an appraisal, a Phase I Environmental Site Assessment, and a Categorical Exclusion letter from the Federal Transit Administration (FTA) allowing federal funding to be used on the project; the Board authorized execution of a purchase agreement for the Avondale site at a special meeting on May 28, 2021, and the purchase was recorded on July 21, 2021.

Current Project Status

Caltrans Highway 70 Project

Caltrans has selected an engineering option that eliminates the need to permanently displace the existing transit facility. However, the project will still result in the temporary (though long-term) disruption of the operation through use of significant portions of the bus parking and circulation areas from mid-2023 through all of 2026. To reduce the impact, Caltrans is working with staff on mitigation measures to minimize the financial impact of the necessary temporary construction easements which include off-site parking for much of the fleet during the project. Continued use of the existing facility beyond 2025 provides much needed time to fund, design and construct the new facility which ultimately is still necessary for the future large-scale operation of ZEBs. While the completion date could be delayed until closer to 2030 through the strategic scheduling and selection of vehicle replacements, some of the secured funding sources will begin to expire well before that time and others require the early purchase of ZEBs to remain eligible making the now planned early 2027 opening date of the new facility more desirable.

Funding

Even before closing the purchase of the new site, the effort to secure the necessary funding to design, engineer and construct the new facility was well underway. While the funding process continues, much progress has been made. Based on the WSP work, the current conceptual design year-of-expenditure cost estimate for the facility is now \$55.8 million, which is the figure that is included in the recently approved Yuba-Sutter Transit Program of Projects for the Metropolitan Transportation Improvement Plan (MTIP). As shown in the table below, with no grants currently pending, a total of nearly \$41.1 million (74 percent) has been secured to date. Most notably, this figure includes \$15 million from a federal Rebuilding American Infrastructure with Sustainability & Equity (RAISE) grant from the U.S. Department of Transportation; \$10 million from the State Transit & Intercity Rail Capital Program (TIRCP); \$8.5 million from a state Affordable Housing & Sustainable Communities (AHSC) grant through the Regional Housing Authority; and \$3.5 million in federal funds through a Regional Funding Round grant from SACOG.

	<u>Funding Source</u>	<u>Amount</u>	<u>Expires</u>
Federal	Rebuilding American Infrastructure with Sustainability & Equity (RAISE)	\$15,000,000	2031
Federal	SACOG Maintenance & Modernization Program	\$3,500,000	Unknown
Federal	Federal Section 5311 (Rural CRRSAA)	\$963,628	2026
Federal	Federal Section 5311 (Rural Formula)	\$364,492	2025
State	Transit & Intercity Rail Capital Program (TIRCP)	\$10,000,000	Unknown
State	Affordable Housing and Sustainable Communities (AHSC)	\$8,500,000	2027
State	Low Carbon Transit Operations Program (LCTOP)	\$1,112,681	2028
State	State of Good Repair Fund (SGR)	\$1,430,882	2026-30
State	State Transit Assistance (STA)	\$203,000	Unknown
		<u>\$ 41,074,683</u>	

In addition, another \$3.2 million in anticipated funding has been identified from state and regional formula and discretionary sources which includes the estimated proceeds from the future sale of the existing property. Assuming these funds are all ultimately secured as anticipated, the resulting current project funding short fall is estimated at \$11.5 million (21 percent of the conceptual project cost estimate). To bridge this gap, a fourth application for the combined federal Buses & Bus Facilities Program grant is expected to be submitted in Spring 2024. Success is more likely this round as it would be the “last dollar” awarded and 19 ZEBs are now included in the capital funding plan. By itself, the ZEB component makes the project eligible for a federal Low or No Emission Vehicle Program grant which is a companion to the Buses & Bus Facilities Program to greatly expand the amount of funding that could be available.

If this next federal competitive grant application is unsuccessful, staff has identified an alternate funding path using current and future federal formula funds to complete the facility project without the need for debt financing. While this approach would have a detrimental impact on future vehicle replacement plans, as noted above, some of the significant funding sources that have already been secured will begin to lapse in a few years so keeping the project moving to completion will be critical to maximize all available revenue and minimize the ultimate cost.

Project Scope (Design & Engineering)

WSP’s conceptual design and cost estimate for the Next Generation Transit Facility was based on Yuba-Sutter Transit’s pre-pandemic service level extrapolated into the future. Recognizing early that recovery from the pandemic was slow and inconsistent from service to service, Yuba-Sutter Transit received a Caltrans planning grant in 2021 to conduct a top-to-bottom Comprehensive Operational Analysis (CAO) of the existing service network to re-imagine or re-design the operation to optimize available funding for the greatest public benefit. The resulting Yuba-Sutter NextGen Transit Plan, which was adopted in May, will result in a significant shift in the number and type of vehicles needed for the operation at least for the next five to ten years. This new approach can now be incorporated into the initial design of the new transit facility for potential cost savings while still allowing for changes and growth in the future.

Environmental Assessment

With the project approaching full funding status, the next stage is to secure the necessary environmental clearance (NEPA/CEQA) which is expected to commence shortly using a portion of the new SACOG awarded grant. The environmental process will proceed assuming WSP’s conceptual design for that purpose as that is

now likely to be the most intensive use of the project site. Starting this phase of the project now could secure early clearance for development of the site, provide critical additional points in future grant applications as another sign of project readiness, and allow major funding agreements to be executed to advance the project to the design and engineering phase. Staff expects to request Board authorization to release consultant selection documents in September. Assuming an award in November, work on the environmental phase would commence by January 2024.

Next Steps

With Board direction, as discussed above, staff will proceed with plans to begin the environmental process for the new facility early this fall. This effort will require coordination with Yuba County regarding the parameters of that process including the sufficiency of the WSP conceptual design for this purpose. If not, the solicitation for an environmental consultant may also include an engineering sub-contractor to conduct the additional design work that may be necessary to further inform the environmental analysis. Once the environmental process is underway, staff will prepare the request for qualifications to secure the necessary services to start the Engineering & Design phase which is likely to be a Design-Build approach. A general timeline of project phases is outlined below. Various issues such as funding delays, procurement challenges or unknown site issues can cause delays beyond what is noted below.

Traditional Design-Bid-Build Project Delivery Timeline (38 – 52 Months)

Environmental Phase: 6-10 Months

Engineering & Design Phase: 12-16 Months

Bid Document Preparation, Advertising & Award: 4-6 Months

Construction Phase: 16-20 Months

Design-Build Project Delivery Timeline (34 – 48 Months)

Environmental Phase: 6-10 Months

Solicit and Secure Contractor for Design-Build Project: 4-8 Months

Design-Build Facility: 24-30 Months

Concurrent with the environmental process, staff will continue to seek additional funding for the project as opportunities arise from all reasonable sources including the next round of federal transit grants. With Board direction, this would include accepting inquiries regarding the future sale of the existing facility which could include lease-back provisions until the new facility is ready for occupancy. As part of the ongoing funding process, staff will continue to work with our funding partners to maintain maximum availability and flexibility for any funds that have already been secured. As demonstrated by the increase in the estimated cost of the project in the last year, just estimating the total funding need over time is difficult considering the recent spike in construction costs, ongoing supply chain issues, an uncertain construction schedule, and the potential for significant unknown environmental mitigation measures. Finally, separate from the obvious cost impact of delaying the project, any delay beyond 2027 will jeopardize implementation of the NextGen Transit Plan and result in increased operating and maintenance costs as significant portions of the existing diesel and gasoline powered bus fleet will then be operating well beyond their designed life.

Staff will be prepared at the meeting to discuss this information in detail.

RECOMMENDATION: Direct staff as desired.

July 20, 2023