

AGENDA ITEM IV – A

YUBA-SUTTER TRANSIT AUTHORITY MEETING MINUTES NOVEMBER 21, 2019

I. Call to Order & Roll Call (4:02 pm)

Present: Cardoza, Fletcher, Leahy (Chair), Samayoa, Simmons (for Hudson), Shaw, Sullenger and Ziegenmeyer (for Whiteaker)

Absent: Hudson and Whiteaker

II. Public Business from the Floor

None

III. Consent Calendar

Director Cardoza made a motion to approve the consent calendar. Director Fletcher seconded the motion and it carried unanimously.

IV. Reports

A. Next Generation Transit Facility Site Study Consulting Contract Award.

Martin presented the background for the Next Generation Zero Emission Resilient Transit Facility Plan which is being funded through an Adaptation Planning Grant from Caltrans. Due to new State regulations for zero emission buses, it will be necessary to replace the current facility and a Request for Proposals (RFP) was released for consultants to assist in that process. This project is budgeted for \$200,000 including the required local matching funds. Four firms submitted proposals and all four were interviewed by Martin, Adam Hansen, Kevin Malen from Yuba County and Diana Langley from Yuba City. The panel is unanimously recommending the selection of WSP USA, Inc. as offering the best overall value to the agency.

Director Fletcher made a motion to award the Next Generation Transit Facility Site Study Consulting Contract to WSP USA as proposed. Director Cardoza seconded the motion and it carried unanimously.

Martin advised the Board that they may receive unsolicited suggestions for possible sites noting that all such inquiries or recommendations should be directed to him as all site suggestions would be considered and screened through the selection criteria.

Director Fletcher asked what would constitute a “perfect site” and Director Cardoza asked how much acreage would be ideal. Martin explained that it is too early in the process to describe the perfect site or set target acreage as WSP will clarify all the site needs based on system projections and facility requirements including future service area, fleet characteristics, proximity to the route and utility needs for a zero emission bus

fleet as well as complying with the requirements of the adaptation planning grant in regards to climate impact factors.

B. State Transit Assistance (STA) State of Good Repair (SGR) Fund Claim Authorization.

Martin presented the claim for long programmed State of Good Repair (SGR) funding that will be part of the funding package for the 11 new replacement local fixed route buses that are now being delivered.

Director Fletcher made a motion to adopt Resolution No. 12-19 authorizing the submittal of Yuba-Sutter Transit's FY 2017/2018, FY2018/2019, and FY 2019/2020 STA-SGT claim as proposed. Director Cardoza seconded the motion and it carried unanimously.

C. Holiday Schedule Change.

Martin presented a proposal to close the Administrative Office on Monday, December 23rd. This is typically a slow workday due to the holidays and each member of the administrative staff would use eight hours of annual leave for the day.

Director Cardoza made a motion to authorize closure of the administrative office on Monday, December 23, 2019 as proposed. Director Fletcher seconded the motion and it was approved unanimously.

D. First Quarter Performance Report for FY 2019-20.

Martin stated that there was a new handout with a correction for a change in the total fare revenue received during the quarter and the allocation of those revenues between the local fixed route and Dial-A-Ride services. Overall, the four-year decline in ridership continued in the first quarter, but the net impact of the July fare increase was a healthy increase in both fare revenue and fare box ratio. The nearly two-year positive ridership trend on our Sacramento services continued despite the fare increase possibly due to the schedule changes and the addition of a new Highway 70 schedule which also took effect in July. The new buses that are now being put into service on the local fixed routes should help ridership as they are replacing some very unreliable buses.

E. Project & Program Updates

1. FRAQMD Finance Committee Grant Award Recommendations

Martin stated that the FRAQMD Finance Committee is recommending full grant awards for the Discount Monthly Pass Program and the Live Oak Service Expansion for a total of \$155,000. The full board will be considering these recommendations at their meeting on December 9, 2019.

2. Sikh Parade Parking Shuttle Results

Martin displayed pictures of the loading area for the shuttle service at the Sikh Parade that took place on Sunday, November 3, 2019. He estimates that we had approximately 30,000 – 35,000 boardings over the day with 24 buses providing 241 hours of service.

Martin stated that we are operating at our peak capacity on Sunday. However, due to increased attendance over all three days of the festival, organizers are thinking about the need for service on Friday night for the fireworks display and on Saturday as well to reduce traffic and parking issues near the temple.

3. Unmet Transit Needs Hearing Results

Martin presented the results of the Unmet Transit Needs Hearing from November 5, 2019. Director Leahy was the hearing chairman for SACOG. Martin stated that of the 12 comments received, four were for free student passes. Other requests included more rural service, Saturday service for Live Oak and Sunday service. There was also a request to provide service between Live Oak and Gridley.

Martin also stated that Storer Transit Systems has hired a General Manager, Renick House, who will be introduced at the next Board meeting. His first day will be on Monday, November 25th.

Director Samayoa asked if he could receive the board packet in electronic format. Martin stated that it is possible to do so for any who may desire it in electronic format.

V. Correspondence/Information

None

VI. Other Business

Director Samayoa invited everyone to join the City of Marysville for the tree lighting ceremony on December 6 and the Christmas Parade on December 7th.

Director Leahy advised that during the Unmet Transit Needs Hearing with SACOG there was discussion about a route to the Sacramento Airport that would include Sutter County and that he will provide an update when a recommendation is made.

Director Simmons extended congratulations to Director Samayoa for his selection as Vice-Chair of SACOG.

VII. Adjournment

The meeting was adjourned at 4:31 pm.

**THE NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY, DECEMBER 19, 2019
AT 4:00PM IN THE YUBA COUNTY BOARD OF SUPERVISORS CHAMBERS**