

AGENDA ITEM IV – A

**YUBA-SUTTER TRANSIT AUTHORITY
MEETING MINUTES
JUNE 20, 2024**

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

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

II. Public Business from the Floor

None.

III. Consent Calendar

Director Bains made a motion to approve the consent calendar. Director Fuhrer seconded the motion, and it was carried unanimously.

IV. Reports

A. Projects for the Sacramento Metropolitan Transportation Improvement Program (MTIP).

Executive Director Mauk stated the requested action to approve the proposed transportation improvement program for the five-year period FY2025 through 2029 and the proposed long term capital improvement plan for inclusion in SACOG's 2025 blueprint. Mauk stated that these plans can and will be amended regularly and all projects exceeding \$50,000 are subject to later Board action. Mauk noted that the revenue projections in the plan are based on historical experience.

Mauk noted the attached CIP is largely unchanged from last year with the facility project being the largest item, and several bus procurements planned based on the projected lifespan of the current fleet. Due to the changes in the NextGen Transit Plan and the zero-emission bus conversion requirements, the draft plans feature a reduction in both the size of the fleet and the size of the vehicles being purchased in the near term.

Director Hudson made a motion to approve Yuba-Sutter Transit's 5-year MTIP Program of Projects and 2050 Capital Improvement Plan as proposed. Director Bains seconded the motion and it carried unanimously.

B. Transportation Development Act (TDA) Claim for FY 2025.

Mauk 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 Buttacavoli made a motion to adopt Resolution No. 7-24 authorizing the submittal of Yuba-Sutter Transit's FY 2025 TDA Claim as proposed. Director Hudson seconded the motion and it carried unanimously.

C. Annual Update of the Public Transportation Agency Safety Plan (PTASP).

Mauk stated this is the annual PTASP review report that is being submitted in accordance with federal regulations and that in addition to administrative updates, the only changes were marginal adjustments to the performance targets based on recent data.

Director Hudson made a motion to accept the Agency Safety Plan update as submitted. Director Bains seconded the motion and it carried unanimously.

D. Golden State Risk Management Authority Insurance Pool Membership.

Executive Director Mauk stated the request for board authorization to join the Golden State Risk Management Authority Risk Pool for the purposes of obtaining liability and property insurance coverage. Mauk reported that the Golden State Risk Management Authority (GSRMA) is a long-standing California based risk pool for public agencies and special districts, it's well funded and has over 300 members.

Mauk stated that joining the GSRMA gives the Authority an opportunity to obtain significantly more coverage, particularly with respect to general liability, employment practices, crime and cyber liability coverage, as well as added value with their risk mitigation support services. If approved, the plan is to move all coverage, except for workers compensation, to the GSRMA pool. Mauk stated that our contractor will still carry the first level of coverage and retains the primary duty to defend the Authority and its member jurisdiction against all claims having to do with the operation of the service.

Director Hudson made a motion to authorize the Executive Director to execute all documents necessary to facilitate the Yuba-Sutter Transit Authority's membership in the Golden State Risk Management Authority and authorize the binding of offered insurance coverage as proposed. Director Bains seconded the motion and it carried unanimously.

E. Yuba-Sutter NextGen Transit Plan Fare Alternatives.

Mauk stated that the NextGen Transit Plan adopted last year recommends a restructuring of fares during the initial phases, and a subsequent increase in base fares in 2027. The recommendation is to discontinue monthly passes in favor of the daily and 30-day rolling cap on one-way fares which would likely affect about 65% of local riders. Mauk reported that based on Board direction in May, staff worked with our consultant to develop the alternative being presented for consideration.

Mauk stated the alternative recommendation is to continue with the monthly passes for the fixed routes and the new micro transit services, with the out-of-pocket cost for the discount riders increasing from \$5 a month to \$10 monthly, and the \$10 general public monthly pass increasing to \$20 per month. Mauk noted no changes are recommended to the one-way fares of \$1.50 for general public or .75 cents for discount riders. However, it's recommended there be a change to the daily cap to three full one-way fares per day. This would mean a \$4.50 daily cap for the general public and a \$2.25 daily cap for discount riders. Mauk stated that with this new recommendation,

ridership, fare revenue, and fare box recovery are still projected to increase over the baseline, but not to the level of the original scenario originally adopted last May.

Director Hudson made a motion to accept the alternative Fare Structure Scenario #4 as the preferred option for consideration at the public hearing scheduled for July 18, 2024 as proposed. Director Buttacavoli seconded the motion and it carried unanimously.

F. Yuba-Sutter Transit Procurement Policies and Procedures Manual Update.

Mauk the requested action is approval of an updated procurement policies and procedure manual, last updated in February 2021. The proposed update aligns policies and procedures with current federal and state public procurement code, guidance, best practices, and provides enhanced tools for compliance. Mauk noted the update does not include any changes to staff's purchasing authority or threshold amounts.

Director Hudson made a motion to adopt the revised Yuba-Sutter Transit Procurement Policies and Procedures manual as proposed. Director Buttacavoli seconded the motion and it carried unanimously.

V. Correspondence / Information

Mauk reported that the petition received from Operating Engineers Local 3 reported last month has been retracted and the case closed by the Public Employment Relations Board.

Mauk reported that due to the Marysville Hotel fire and resulting closure of Highway 70 in Marysville, the Authority put route backups on Routes 1 and 4 to minimize delays beginning Monday morning. The afternoon Highway 70 commuter routes were detoured from Plumas Lake back to Highway 99 to Yuba City and the Yuba County Government Center to avoid traffic delays. In addition, bus bridges were provided at Plumas Lake for passengers going to McGowen.

VI. Other Business

Director Buttacavoli stated that on June 21st the City of Marysville will be considering an emergency proclamation regarding the Marysville Hotel fire, which will then go to Cal OES and possibility to the Governor.

Director Bains thanked staff for attending the pop-up event on Plumas St. before the SACOG meeting that Yuba City and Sutter County hosted.

Director Bains reminded everyone the Yuba-Sutter Fair is open Thursday – Sunday.

Director Kirchner commended the staff of Yuba-Sutter Transit for being able to adjust services quickly during a catastrophic event in downtown Marysville.

VII. Adjournment

The meeting was adjourned at 4:34 pm.

The next regular meeting is scheduled for Thursday, July 18, 2024, at 4:00PM in the Yuba County Board of Supervisors Chambers, unless otherwise noticed.