

AGENDA ITEM III – A

YUBA-SUTTER TRANSIT AUTHORITY MEETING MINUTES MAY 19, 2016

I. Call to Order & Roll Call

Director Samayoa called the meeting to order at 4:00 p.m.

Present: Cleveland (4:16), Didbal (Vice-Chair), Griego (4:12), Samayoa (Chair), Sullenger, Whiteaker and Kitchen (for Whitmore)

Absent: Fletcher & Whitmore

II. Public Business from the Floor

None

III. Consent Calendar

Director Whiteaker made a motion to approve the consent calendar. Director Didbal seconded the motion and it carried unanimously.

IV. Reports

Off-Agenda Item: Yuba College Summer Shuttle Service

Martin announced that there was a need to consider the addition of an off agenda item. He stated that Yuba College approached staff yesterday to request the operation of a summer school shuttle service that would need to start June 13th prior to the next meeting date. Director Whiteaker made a motion to approve the addition to the agenda. Director Sullenger seconded the motion and it carried unanimously.

Martin noted that a hand-out on this subject had been provided to the Board prior to the meeting. Yuba College is asking for the operation of a summer shuttle service similar to what was provided in 2013. This service would be a six week limited stop, express service running Monday through Thursday between the main campus and the Sutter County campus. The operation would require a maximum of 115 vehicle service hours and Yuba College has committed to provide a direct contribution of \$5,000 to cover the estimated maximum direct cost of this service.

Martin introduced Mr. Karsten Stemmann, Dean of STEM and Outreach Centers of Yuba College, who stated that he was approached by the Yuba College President to find solutions on how students can access classes at both campuses which brought him to Yuba-Sutter Transit yesterday. He continued that Yuba College has allocated funds for this purpose and believes the shuttle will benefit the students by allowing them to use both campuses.

Director Didbal made a motion to authorize the operation of a special summer shuttle service as proposed. Director Whiteaker seconded the motion and it carried unanimously.

A. Draft Yuba-Sutter Transit Operating and Capital Budget for FY 2016/2017.

Martin stated that the draft budget has been slightly modified from the April version with operating expenses reduced by \$43,700. The capital budget is unchanged and both budgets are fully funded. Martin noted that the FY 2017 budget is about 3.3 percent higher compared to the FY 2016 budget due primarily to increased contract costs and a cautious guestimate for fuel expenses. Martin continued that staff is expecting some stabilization in ridership which would stabilize fare revenues and the budget also assumes a similar level of Federal funding for operations. He did note that one of the major issues is the future of State Transit Assistance (STA) funding which is now coming in 25 percent below expectations for FY 2016 and is now projected at 18 percent less than the FY 2016 budget for FY 2017. Martin also noted the other budget assumptions that were discussed at the April meeting.

Director Whiteaker made a motion to adopt Resolution No. 8-16 approving the FY 2016/2017 budget as proposed. Director Didbal seconded the motion and it carried unanimously.

B. Local Transportation Fund (LTF) Apportionment for FY 2016/2017.

Martin stated that based upon the approved budget, the annual LTF fund contribution from the member jurisdictions for FY 2017 will be \$2,491,500. He noted that this number is up 6.7 percent over FY 2016 due primarily to increased operating costs, reduced fare revenue and no increase in STA or Federal operating assistance compared to last year. Martin reviewed the two part funding formula process that is specified in the Joint Powers Agreement noting the LTF contribution table in the staff report.

Director Whiteaker made a motion to adopt Resolution No. 9-16 establishing the LTF contributions for each member jurisdiction for FY 2017 as proposed. Director Didbal seconded the motion and it carried unanimously.

C. Set a Public Hearing on Yuba-Sutter Transit's FY 2016/2017 Federal Funding Applications.

Martin noted that a public hearing is required to receive public comments on Yuba-Sutter Transit's Federal funding applications and that staff is recommending that it be set for 4:00 p.m. on Thursday, July 21, 2016.

Director Whiteaker made a motion to approve the staff recommendation and set the public hearing for 4:00 p.m. on Thursday, July 21, 2016. Director Griego seconded the motion and it carried unanimously.

D. FY 2015/2016 California Transit Security Grant Program Governing Body Resolution & Authorized Agent Designation.

Martin stated that the Board approved in December a request for funding under the State Proposition 1B transit security grant program which is administered under the California Office of Emergency Services. Staff has been notified that the project is eligible for funding and the Board is now being asked to submit a Resolution and an Authorized Agent Signature Authority form designating the Transit Manager to act on behalf of the Authority. Martin noted that the project details are outlined in the staff report and the Board has already reviewed this project.

Director Whiteaker made a motion to Adopt Resolution No. 10-16 and authorize the execution of the CalOES Authorized Agent Signature Authority form to complete the FY 2015-2016 CTSGP application process. Director Griego seconded the motion and it carried unanimously.

E. Third Quarter Performance Report.

Martin noted that the third quarter was much worse than the two previous quarters which is believed to be due to bad weather in January and March combined with the unusual alignment of all local school spring breaks being in March. Martin noted that Yuba-Sutter Transit has been experiencing a decline in ridership since May of last year and that staff will next month be bringing some marketing and promotional activity ideas to the Board to promote ridership.

F. Projects & Program Updates.

1. North Beale Transit Center Enhancement Project

Martin stated that site work started this week and should be complete this week. Staff is in the process of ordering the furnishings to complete this project.

2. Bogue Park & Ride Video Surveillance Project

Martin stated that the poles have been installed and that the equipment has been ordered. This project should be complete in June.

3. Pass & Ticket Sales Outlet Commissions

Martin noted that Raley's has not yet responded to the offer of a 2 percent commission on pass sales.

4. CalPERS Review

Martin noted that a close-out letter from the August 2014 review as been received.

V. Correspondence/Information

Director Griego mentioned that she had participated in a rally at the State Capital regarding the need for increased transportation funding in California.

VI. Other Business

None

VII. Adjournment

The meeting was adjourned at 4:24 p.m.

The next meeting of the Yuba-Sutter Transit Authority is scheduled for 4:00 p.m. on Thursday, June 16, 2016 in the Yuba County Board of Supervisors Chambers