

AGENDA ITEM III – A

**YUBA-SUTTER TRANSIT AUTHORITY
MEETING MINUTES
AUGUST 21, 2025**

I. Call to Order & Roll Call (4:01 p.m.)

Present: Bains (Vice-Chair), Bradford, Buttacavoli, Cole, Flores, House, Hudson, and Kirchner (Chair)

Absent: None

II. Public Hearings

A. Federal Transit Administration (FTA) Sections 5307, 5311, and 5339 Grant Application for FY 2026.

Executive Director Mauk stated that the Federal Transit Administration requires that a formal public hearing be held annually prior to the submission of federal grant applications. Director Kirchner opened the public hearing at 4:03 pm. There was no public comment. Director Kirchner closed the public hearing at 4:03 pm.

Director Bains made a motion to authorize the submittal of FY 2026 federal funding applications as proposed. Director Bradford seconded the motion and it carried unanimously.

III. Presentations

A. Yuba-Sutter NextGen Transit Facility Preliminary Design Presentation.

Mauk introduced presenter Bruce Farrell, Associate Principal with AECOM, who presented the current plans and a status update on the proposed Yuba-Sutter NextGen Transit Facility, supported by Michael Kay, Senior Environmental Planner and Project Manager, and Robert Mayers Communications Advisory Services lead for WSP, USA.

Mr. Farrell presented highlights of the project including larger administration and operations facilities, a modern maintenance facility for repairing, fueling and storage of vehicles, zero emission vehicle infrastructure, and a mobility hub for public use and enhanced mobility options.

Mr. Farrell discussed federal and state environmental approvals needed for the project and the planned submission of applications for applicable exemptions/exclusions.

Director House inquired whether adequate space was included in the current design for bus movements and Mr. Farrell stated that the site layout provides ample space for this kind of maneuvering to take place.

IV. Public Business from the Floor

None.

V. Consent Calendar

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

VI. Reports

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

Executive Director Matthew Mauk stated that both the short-term five-year and long-range capital plans have been updated to account for the expansion of demand response services, the introduction of zero emission buses and the initial development and potential expansion of the new operations and maintenance facility in the coming years.

Mauk explained that projects for which federal funds will be requested in the next five years must be identified in a locally adopted plan before inclusion in MTIP. The inclusion of a project does not commit the board nor does the exclusion of a project prohibit its later addition, as these plans can be amended as needed and all projects must be approved by separate board action.

Mauk stated that the long-term plan reflects expected fleet replacement needs understanding that some buses have remained in service longer than usual. Due to the displacement of operations during the Caltrans Binney Junction project, and both the time and significant capital outlay required to complete our new facility project, staff have begun a productive dialogue with CARB regarding the justification for a waiver of the ZEB purchase requirement for at least calendar year 2026.

Director Bradford made a motion to approve Yuba-Sutter Transit's 5-year MTIP Program of Projects and Long-Range Capital Improvement Plan as proposed. Director Flores seconded the motion, and it was carried unanimously.

B. FY 2025 Annual Performance Report.

Mauk stated that systemwide ridership continued to improve over the course of the 2025 fiscal year. Local fixed route services were up 3.8%, Dial-A-Ride was up 3.3% with a notable 12.3% improvement in productivity, and commuter ridership was up over 33%. The close of FY 2025 completes a four-year cumulative increase of 75% in annual system wide ridership since the depths of the pandemic. Compared to pre pandemic, the ridership in FY 2025 represents about 84% of FY 2020 which was the first year impacted by the pandemic and just over 65% of 2019 which was the last full year prior to the pandemic.

Mauk stated that analysis of the six months since the extension of local fixed route service later in the evening reflects an increase of 1.5% in ridership.

Director Bradford asked if the July performance report has anything on the Mobility on Demand service. Mauk referred the question to the following project update.

C. Project and Program Updates.

1. Mobility on Demand (MOD) Service Implementation

Mauk reported that after two full months of service, ridership increased 88% from June to July but that productivity remains low. Significant adjustments were recently made to the software to improve reach and ride availability, namely, extending the two zones so that they overlap and include the area around the North Beale Transit Center.

2. 50th Anniversary Events

Mauk reported that this year represents the 50th anniversary for Yuba-Sutter Transit. Staff are working on putting together an open-house event on a Saturday evening in October to celebrate. If there are any conflicts with dates in October, please let us know.

VII. Correspondence / Information

- A. July 30, 2025, Richardson and Company, LLC., Planning and Performance of the Audit of the Yuba-Sutter Transit Authority Fiscal Year 2025 Financial Statements.

Mauk referenced the letter from Richardson and Company CPA firm regarding performing of the annual independent financial audit in September.

- B. August 5, 2025, Federal Transit Administration (FTA) Fiscal Year 2025 Triennial Review of the Yuba-Sutter Transit Authority, Final Report.

Mauk referenced the letter to the Chair and the attached Final Report on the FY 2025 FTA Triennial Review reflecting a completely clean review, zero deficiencies found in any of the twenty-three federal compliance review areas.

Mauk thanked the staff and the contractor for their hard work, not only preparing for the review, but in their efforts to maintain compliance with all the various federal regulations on a day-to-day basis.

Mauk added that this is a rare accomplishment and that he received a congratulations email from the FTA Region IX Administrator and a message from the former Executive Director confirming this was the first completely clean review in the agency's history.

Director Kirchner stated that he and the rest of the board want to pass on kudos to the staff.

VIII. Other Business

None

IX. Adjournment

The meeting was adjourned at 4:33 p.m.

The next regular meeting is scheduled for Thursday, September 18, 2025, at 4:00 p.m. in the Yuba County Board of Supervisors Chambers, unless otherwise noticed.