

AGENDA ITEM III – A

**YUBA-SUTTER TRANSIT AUTHORITY
MEETING MINUTES
FEBRUARY 20, 2020**

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

Present: Cardoza, Fletcher, Hudson, Leahy (Chair), Samayoa, Shaw (4:01 pm), Sullenger and Whiteaker

Absent: None

II. Public Business from the Floor

None.

III. Consent Calendar

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

IV. Reports

A. State Low Carbon Transit Operations Program (LCTOP) Selection.

Martin presented the Low Carbon Transit Operations Program project considerations for this cycle. The funding amount is about the same as the previous cycle. The ad hoc committee consisting of Directors Cardoza, Leahy and Samayoa met on February 6, 2020 and are now recommending two projects for consideration. The first project is to continue the existing project to off-set ongoing operating costs for the Connect Card Electronic Fare Program for another 2 ½ years for the maximum allowed five year funding period.

The second project would be a combination of targeted fare subsidies and special free fare events and programs over a two-year demonstration period. The key portion of this project is to reduce the current \$30 price for a general monthly local fixed and rural route pass to just \$10 making it double the current \$5 price for a discounted monthly pass. This would be a relief for disadvantaged populations that don't qualify as senior, youth or disabled. The second part of this project would be a series of smaller free fare events over the same two years targeting special events or promotions such as free fares during the fair or free fares on specific route buses.

Director Fletcher asked how areas in Yuba County such as Camptonville and Brownsville that are extremely disadvantaged communities influence the decision for these programs. Martin explained that the determination of what is considered a disadvantaged community is determined by a complex algorithm and, despite how they may appear, those areas are not included within the state-identified DAC. Director Samayoa explained that there are a lot of factors that go into that determination. Adam Hansen explained that there are

approximately 20 factors that go into the calculation including home ownership rates, household incomes, and air and ground water pollution levels.

Martin explained that this is an ongoing funding program and invited anyone to submit ideas for future project consideration.

Director Cardoza made a motion to authorize the submittal of specified projects for LCTOP funding as proposed and adopt Resolution No. 1-20 authorizing execution of the related LCTOP Certifications and Assurances including the designation of the Transit Manager as the Authorized Agent. Director Leahy seconded the motion and it carried unanimously.

B. Feather River Air Quality Management District (FRAQMD) AB 2766 Grant Agreements.

Martin presented the grant agreements for the extension of the discount pass program and the Live Oak expanded service.

Director Fletcher made a motion to authorize the execution of FRAQMD Grant Agreements #VF 19-02 and #VF 19-03 as submitted. Director Shaw seconded the motion and it carried unanimously.

C. FY 2018/2019 Financial Audit Report.

Martin presented the audit report for FY 2019. One finding in the report is regarding Other Post-Employment Benefits (OPEB) for retirees. Yuba-Sutter Transit does not offer any post-employment benefits except for the basic PERS requirement related to an option to receive a small contribution toward health care coverage. Yuba-Sutter Transit has just two active retirees and neither use the health plan that is offered. As noted in the finding, an Actuarial Review is required to establish the actual agency liability for this post-employment benefit and that analysis is now underway.

A second issue is regarding State Transit Assistance (STA) Claims. Previously, we were instructed to claim all STA funds available each year and to list any unused balance in the annual budget as deferred revenue. In this report, the auditor is now saying otherwise, but SACOG still supports our retention of those funds. Director Fletcher asked if we had a letter from SACOG that states the way they want it done. Martin advised that we have received an email from SACOG, and a copy of that email is in the file.

Director Fletcher made a motion to accept the FY 2018/2019 financial audit report as presented. Director Hudson seconded the motion and it carried unanimously.

D. FY 2021 Budget Preview.

Martin presented the budget preview noting that a more solid outline will be presented at the March board meeting as part of the JPA required Preliminary Draft Budget for FY 2021. Current year expenses are running slightly below budget and revenue is running slightly above budget.

Regarding next year, the Federal transportation funding measure known as the FAST Act will expire at the end of September and is not likely to immediately be renewed. Instead a series of continuing resolutions at the current funding level is expected. STA funding should remain the same and LTF funding levels will be known prior to the March meeting. On the capital side, there is one fleet replacement project for demand response buses to be programmed for funding in FY 2021 with delivery in FY 2022. The biggest consideration for next year will where ridership numbers will be in relation to fare revenues. The comprehensive operational analysis is awaiting a grant award decision from Caltrans, but this top to bottom systemwide review is so important that staff will recommend funding even without the grant. The last item of importance is the contract staffing relationship with the Regional Waste Management Authority which is now being evaluate for possible change as early as July 2021.

Director Samayoa stated that he was glad to hear about conducting a system review. He asked about a possible express bus between Yuba City and Marysville for people who work in one city and live in the other in the hopes of relieving some of the traffic congestion during peak times. He has requested a brief summary from SACOG about the commute patterns of people living in this area. Martin stated that this is the type of information that will be considered during the review.

E. Feather River Air Quality Management District (FRAQMD) Grant Close-out Report for the Expanded Live Oak Service.

Martin presented the close-out report for the expanded Live Oak service. Service has been mostly stable over the last few years. The expanded service has resulted in additional ridership that exceeds the increase in service hours though long-term sustainability remains in question.

F. Mid-year Performance Report for FY 2020.

Martin presented the mid-year performance report. Ridership has gone down again with a mid-year decrease of 7.3 percent compared to the same period last year. The good news is that ridership on the Sacramento commuter service is up about 9 percent despite the July 2019 fare increase.

G. Project & Program Updates

1. Yuba College Sutter Center Student Shuttle Start-Up

Martin explained that the Yuba College Shuttle Service has been averaging 14.3 passengers per day which is below what would be required for continued service. There has been a lot of outreach done by both Yuba-Sutter Transit and the college. The program is funded for two years through the Fall semester of 2021, but the program should be evaluated after the Summer semester since there is no commitment to continue the program.

Director Cardoza asked about advertising and if the college was assisting with getting the word out about the shuttle. Martin explained that they are doing multiple forms of advertising including on their website, signs on the marquee and flyers around the campus.

2. Next Generation Transit Facility Plan

Martin noted that the Next Generation Transit Plan consultants are under contract and that the first meetings were held in late January to define the scope of the future operation. This work will ultimately determine the necessary minimum size of the future site when looking for properties that are available.

3. Surplus Bus Sales

Martin noted that all 11 surplus buses were sold through an online auction site for a total of \$36,350 for an average of \$3,300 each.

4. Other Items

Martin briefly discussed several new initiatives that are now pending in the state legislature. The first is AB 1350 which has been circulating for a couple of cycles. It would require transit systems to offer free bus passes to youth ages 18 and under. AB 2012 was introduced in January to require free transit passes for seniors ages 65 and older. Finally, AB 2176 was introduced last week to require free transit passes for those attending any community college, CSU or UC school. For all three, non-compliance would make the transit agency ineligible for STA, LTF or LCTOP funds which this year would be equal to approximately 57 percent of Yuba-Sutter Transit's current revenue stream. In addition, none of these bills include any new funding to off-set the impact of the mandated loss of fare revenue.

V. Correspondence/Information

None.

VI. Other Business

None.

VII. Adjournment

The meeting was adjourned at 4:38 pm.

THE NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY, MARCH 19, 2020 AT 4:00PM IN THE YUBA COUNTY BOARD OF SUPERVISORS CHAMBERS.