



MEETING NOTICE & AGENDA

DATE: Thursday, June 15, 2023

TIME: 4:00 P.M.

PLACE: Yuba County Government Center
Board of Supervisors Chambers
915 Eighth Street
Marysville, California

A remote option for audience participation is being provided only as a courtesy. Members of the Yuba-Sutter Transit Board of Directors must attend in person. If the remote connection fails for any reason, the meeting will continue as noticed so the public must attend in person to assure access to the meeting.

To join the meeting from your computer, tablet, or smartphone, please use the Zoom Meeting link below.

<https://us02web.zoom.us/j/84425599894?pwd=eWxVaEIQR1d4MHNIUjZDSW5PNTVDZz09>

To join by telephone conference call: 1-669-900-6833
Meeting ID: 844 2559 9894
Password: 332161

The public will be muted by default. The following options are available to speak during the public comment portions of the meeting:

Online: Raise your hand or use the Q&A panel to submit your comments.
Phone: Press *9 to raise your hand or press *6 to send a request to be unmuted to submit comments.

I. Call to Order & Roll Call

Bains (Chair), Blaser, Buttacavoli, Flores, Fuhrer (Vice-Chair), Hudson, Kirchner, and Shaw

II. Presentations

A. Retirement Recognition – Yuba-Sutter Transit Executive Director Keith Martin (1987 – 2023)

III. Public Business from the Floor

Members of the public may address the Authority on items of interest that are within the Authority's jurisdiction and are not on the agenda for this meeting. Public comment regarding agenda items will be permitted as each agenda item is considered by the Board.

IV. Consent Calendar

All matters listed under the Consent Calendar are considered routine and can be enacted in one motion. There will be no separate discussion of these items prior to the time the Board votes on the motion unless members of the Board, staff, or public request specific items to be discussed or removed from the Consent Calendar for specific action.

- A.** Minutes from the Regular Meeting of May 18, 2023. (Attachment)
- B.** Disbursement List for May 2023. (Attachment)
- C.** Monthly Performance Report for May 2023. (Attachment)

V. Reports

A. Yuba-Sutter NextGen Transit Plan Implementation Plan and Schedule. (Attachment)

- RECOMMENDATION: 1.) Set a Public Hearing for 4:00 p.m. on Thursday, July 20, 2023, to receive comments on proposed permanent weekday Route 2 service reductions; and
- 2.) Set a Special Night Meeting and a Public Hearing for 6:00 p.m. on Thursday, September 21, to receive comments on proposed Sacramento service and fare changes.

B. Project Updates/Additions for the Sacramento Metropolitan Transportation Improvement Plan (MTIP) and the Long-Range Blueprint Plan. Consideration of proposed revisions to Yuba-Sutter Transit's MTIP Program of Projects and long-range Capital Improvement Plan. (Attachment)

RECOMMENDATION: Approve Yuba-Sutter Transit's FY 2024 – FY 2028 MTIP Program of Projects and 2050 Capital Improvement Plan as proposed or amended.

C. California Innovative Clean Transit (ICT) Regulation Zero-Emission Bus (ZEB) Roll-Out Plan. (Attachment)

RECOMMENDATION: Adopt the Yuba-Sutter Transit Zero-Emission Bus Roll-Out Plan as submitted.

D. Transportation Development Act (TDA) Claim for FY 2023/2024. (Attachment)

RECOMMENDATION: Adopt Resolution No. 12-23 authorizing the submittal of Yuba-Sutter Transit's FY 2023/2024 TDA Claim as proposed or amended.

E. Annual Public Transportation Agency Safety Plan (PTASP) Review. Review and consideration of the Yuba-Sutter Transit agency safety plan review report for 2023. (Attachment)

RECOMMENDATION: Accept the 2023 Agency Safety Plan review report as submitted.

F. Project & Program Updates.

1. Yuba-Sutter Next Generation Zero-Emission Transit Facility (Grant Awards)
2. Keith Martin Retirement Open House Reception & Luncheon Reminder (Friday, June 30th from 10:00 a.m. to 2:00 p.m. in the Yuba-Sutter Transit Office at 2100 B Street in Marysville)
3. Executive Director Transition (Effective Monday, July 17th)

VI. Correspondence / Information

VII. Other Business

VIII. Adjournment

**THE NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY, JULY 20, 2023
AT 4:00 P.M. IN THE YUBA COUNTY BOARD OF SUPERVISORS CHAMBERS**

P:\YST Agenda Items\AGENDA June 15, 2023.doc

If you need assistance to attend the Yuba-Sutter Transit Board Meeting, or if you require auxiliary aids or services, e.g., hearing aids or signing services to make a presentation to the Board, please contact the Yuba-Sutter Transit office at (530) 634-6880 or (TTY) 634-6889 at least 72 hours in advance so such aids or services can be arranged.

AGENDA ITEM IV – A

**YUBA-SUTTER TRANSIT AUTHORITY
MEETING MINUTES
MAY 18, 2023**

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

Present: Bains (Chair), Buttacavoli, Hudson, Shaw, and Vasquez (For Blaser)
Absent: Blaser, Flores, and Fuhrer

II. Closed Session

A. Public Employee Appointment (Pursuant to Government Code Section 54597)

The Board adjourned to closed session at 4:03 p.m.

The Board reconvened at 4:13 p.m. stating that no reportable action had been taken.

III. Public Business from the Floor

None.

IV. Consent Calendar

Director Vasquez made a motion to approve the consent calendar. Director Hudson seconded the motion and it carried unanimously.

V. Reports

A. Final Draft Yuba-Sutter NextGen Transit Plan.

Mr. Rahul Kumar, President of Innovate Mobility, presented the final draft of the Yuba-Sutter NextGen Transit plan for Board review and approval consideration. The final draft recommendations were designed to improve the rider experience, provide more regional connections, improve local access, and improve operating performance. Mr. Kumar reviewed the three major components of the Nextgen Transit Plan. The Crosstown is the traditional fixed route service that is being proposed to be reduced from six to two routes that have been streamlined to reduce travel times by at least 20 minutes per day; the Community is the new on-demand service that offers reduced wait/travel times and improved access; and the Commuter which will include both a reset and reduction in the number of Sacramento schedules along with a new Roseville service.

Mr. Kumar also discussed a realignment of the system fare structure starting in FY 2025, increased staff, and new technology all of which is provided on a generally cost neutral basis with no big increases over the life of the 10-year plan. He concluded the presentation with a review of the proposed implementation schedule that would start in FY 2024 with changes in the Sacramento service, the recruitment of new staff and the procurement of on-demand technology. It would then continue over the next three years with the phased roll-out of the new on-demand zones, streamlining the local fixed routes, and adding the Roseville Commuter service.

Martin noted for the Board that the entire 400+ page draft plan has been on the project website for public review over the last month. Martin also stated that staff expects to bring an implementation plan and schedule for discussion and direction at the June 15th board meeting.

Director Kirchner asked about service to Sacramento International Airport. Mr. Kumar stated that given the light demand for such a service it would cost around \$89-\$100 per passenger which is believed to be too costly.

Director Shaw made a motion to adopt the 2023 Yuba-Sutter NextGen Transit plan as proposed. Director Buttacavoli seconded the motion and it carried unanimously.

B. Yuba-Sutter Transit Operating and Capital Budget for FY 2024.

Martin stated that a preliminary draft budget was provided in March and that the final budget is now being brought to the Board for review and adoption consideration. Martin noted that the draft budget includes cost increases due to increased staff, previously approved salary adjustments, and the recent extension of the service contract with Storer Transit. Fuel prices have been stable over the last few months and the budget assumes the same for FY 2024. Martin noted that the capital budget assumes the start of the environmental and design phase for the new transit facility and that the six small buses that were ordered in FY 2023 will be delivered by the end of the year. He did state that a partial payment on these small buses will be made by the end of the fiscal year to avoid a loss of funds that will lapse on June 30.

On the revenue side, Martin noted that we have included the lease income for the three commuter buses that are now being operated by YARTS and that the budget includes the operating income related to the Caltrans construction easement. Major issues going forward will be the additional staffing and the procurement of the on-demand software for the FY 2025 service enhancements.

Director Buttacavoli made a motion to adopt Resolution No. 8-23 approving the FY 2024 budget as proposed. Director Hudson seconded the motion and it carried unanimously.

C. Local Transportation Fund (LTF) Apportionment for FY 2024.

Martin stated that pursuant to the Yuba-Sutter Transit JPA, staff has prepared the annual Local Transportation Fund (LTF) apportionments for Board review and approval consideration. Based on the adopted budget, the annual LTF contribution to Yuba-Sutter Transit for FY 2024 is \$4 million which is up 2.6 percent from the \$3.9 million allocation for the current year. The formula is based on each member's relative share of four equally weighted criteria: 1.) service area population; 2.) the amount of LTF available; 3.) fixed route miles; and 4.) demand response boardings. Martin noted that due to reduction in the amount of LTF for the City of Marysville, the apportionments include the reallocation of the \$36,000 shortfall among the other three members.

Director Hudson made a motion to adopt Resolution No. 9-23 establishing the LTF contributions for each member jurisdiction for FY 2024 as proposed. Director Buttacavoli seconded the motion and it was carried unanimously.

D. Set a Public Hearing on Yuba-Sutter Transit's FY 2024 Federal Funding Application.

Martin stated that the purpose of this item is to set the date and time for the routine annual hearing that is necessary to meet federal funding requirements.

Director Kirchner made a motion to set a public hearing for 4:00 p.m. on Thursday, July 20, 2023, to receive comments on Yuba-Sutter Transit's FY 2024 federal funding applications. Director Vasquez seconded the motion, and it was carried unanimously.

E. Yuba County Airport Lease Agreement.

Martin stated that a temporary easement was executed with Caltrans for use of a portion of our north bus parking lot for construction on a pump house starting June 1, 2023. Because of this, Yuba-Sutter Transit will lose space for up to 15 buses to park. Caltrans has agreed to pay for the cost of the lease with the Yuba County Airport for space to park these buses at a rate of \$1,800 per month for a 0.75-acre lot. Once the lease is approved by Yuba County, Caltrans will pay Yuba County directly.

Director Vasquez made a motion authorize execution of a short-term lease agreement with Yuba County as proposed. Director Buttacavoli seconded the motion and it carried unanimously.

F. Local Agency Investment Fund (LAIF) Signature Authority Title Change

Martin stated that this is signature authority change to change the authorized titles from Transit Manager to Executive Director and from Program Manager to Finance Manager.

Director Hudson adopt Resolution No. 10-23 changing the titles of the authorized signers of Yuba-Sutter Transit's LAIF account as proposed. Director Vasquez seconded the motion and it carried unanimously.

G. Storer Transit Systems Drug and Alcohol Policy and Procedures.

Martin noted that this is an updated version of the Storer Transit Systems Drug and Alcohol Policy and Procedures that were last amended in August 2022. The main change is that the new version now includes oral fluid testing which will become effective June 1, 2023.

Director Vasquez made a motion to adopt Resolution No. 11-23 adopting the Storer Transit Systems Drug and Alcohol Policy and Procedures for the Yuba-Sutter Division effective June 1, 2023. Director Hudson seconded the motion and it carried unanimously.

H. Yuba-Sutter Transit Executive Director Employment Agreement.

Martin stated that staff is now recommending that the Board authorize the execution of an employment agreement appointing Matthew Mauk as the new Executive Director of the Yuba-Sutter Transit Authority effective July 17, 2023, under the proposed terms and conditions, with the addition of side letter attesting to a clear Live Scan report.

Director Vasquez made such a motion. Director Shaw seconded the motion and it passed unanimously.

I. Third Quarter Performance Report.

Martin noted that we continue to see ridership growth each month, but that it is starting to flatten out on a year-to-year basis. Overall, ridership is up about 50 percent over the last two fiscal years compared to FY 2021.

J. Projects & Program Updates.

1. Yuba-Sutter Next Generation Zero-Emission Transit Facility (Grant Awards)

Martin noted that Yuba-Sutter Transit received an award on Monday, April 24th for \$13.725 million from the state TIRCP grant program and that SACOG awarded us \$3.5 million today from the Regional Funding Round grant program. Most of these funds will be used for environmental, design and construction of the new transit facility. We are still waiting a June 28th announcement regarding a \$12.5 million federal bus facility grant application for the facility.

2. Caltrans Approval of Two-Year Storer Transit systems Extension Effective October 1, 2023

Martin noted Caltrans has approved the two-year extension of the Storer contract through September 30, 2025.

3. Zero-Emission Roll-Out Plan (Due July 1, 2023)

Martin stated that the Zero-Emission Bus Roll-Out Plan, which is required by the California Air Resources Board (CARB), will be presented for Board consideration at the June meeting.

VII. Correspondence / Information

None.

VIII. Other Business

None.

IX. Adjournment

The meeting was adjourned at 4:53 pm.

THE NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY JUNE 15, 2023 AT 4:00 P.M. IN THE YUBA COUNTY BOARD OF SUPERVISORS CHAMBERS UNLESS OTHERWISE NOTICED.

**AGENDA ITEM IV-B
YUBA-SUTTER TRANSIT
DISBURSEMENT LIST
MONTH OF MAY 2023**

CHECK NO.	AMOUNT	VENDOR	PURPOSE
EFT	\$ 7,620.69	PERS HEALTH	HEALTH INSURANCE
EFT	\$ 3,520.95	PERS RETIREMENT	RETIREMENT PAYMENT (EMPLOYER SHARE)
EFT	\$ 600.00	CALPERS 457 PLAN	EMPLOYER CONTRIBUTION
EFT	\$ 55,943.43	PAYROLL	PAYROLL - INCLUDING KM LEAVE PAYOUT
EFT	\$ 1,537.23	PRINCIPAL MUTUAL LIFE INSURANCE	L/D/LTD INSURANCE
EFT	\$ 36.89	CALIFORNIA WATER SERVICE	FIRE SUPPRESSION - MAY 2023
EFT	\$ 309.58	CALIFORNIA WATER SERVICE	WATER
EFT	\$ 400.00	FRANCOTYP-POSTALIA INC	POSTAGE RESET 5/2/2023
EFT	\$ 3,789.87	PG&E	ELECTRIC #1
EFT	\$ 41.51	PG&E	ELECTRIC #2 - PARKING LOT LIGHTS - APRIL 2023
EFT	\$ 681.00	PG&E	GAS - APRIL 2023
EFT	\$ 3,848.54	PG&E	ELECTRIC #1 - 4/13/2023 - 5/11/2023
EFT	\$ 44.96	PG&E	ELECTRIC #2 - PARKING LOT LIGHTS - MAY 2023
EFT	\$ 100.00	BRAD HUDSON	BOARD MEETING 4/20/2023
EFT	\$ 100.00	DAVID SHAW	BOARD MEETING 4/20/2023
EFT	\$ 100.00	DON BLASER	BOARD MEETING 4/20/2023
EFT	\$ 100.00	KARM BAINS	BOARD MEETING 4/20/2023
EFT	\$ 100.00	SETH FUHRER	BOARD MEETING 4/20/2023
EFT	\$ 100.00	BRAD HUDSON	SPECIAL BOARD MEETING 5/1/2023
EFT	\$ 100.00	DAVID SHAW	SPECIAL BOARD MEETING 5/1/2023
EFT	\$ 100.00	DON BLASER	SPECIAL BOARD MEETING 5/1/2023
EFT	\$ 100.00	KARM BAINS	SPECIAL BOARD MEETING 5/1/2023
EFT	\$ 100.00	SETH FUHRER	SPECIAL BOARD MEETING 5/1/2023
EFT	\$ 100.00	WADE KIRCHNER	SPECIAL BOARD MEETING 5/1/2023
EFT	\$ 100.00	BRAD HUDSON	BOARD MEETING 5/18/2023
EFT	\$ 100.00	DAVID SHAW	BOARD MEETING 5/18/2023
EFT	\$ 100.00	KARM BAINS	BOARD MEETING 5/18/2023
EFT	\$ 100.00	WADE KIRCHNER	BOARD MEETING 5/18/2023
EFT	\$ 10,203.73	INNOVATE MOBILITY	COA PROFESSIONAL SERVICES - 3/14/2023 - 4/12/2023
EFT	\$ 145.77	CARDMEMBER SERVICES	CREDIT CARD - SUBSCRIPTIONS & SEAT COVERS
EFT	\$ 228.38	UTILITY MANAGEMENT SERVICES	SEWER
EFT	\$ 198.72	PRIMEPAY	PAYROLL FEES - APRIL 2023
EFT	\$ 103.84	ELAVON	MERCHANT SERVICE FEE - MAY 2023
18408	\$ 175.00	ALL SEASON'S TREE & TURF CARE	LANDSCAPING & WEED CONTROL APRIL 2023
18409	\$ 200.00	APEX PRESSURE WASHING	PRESSURE WASHING TO REMOVE GRAFITI
18410	\$ 100.00	BRUCE BUTTACAVOLI	BOARD MEETING 4/20/2023
18411	\$ 2,128.18	CONNECT CARD REGIONAL SERVICE CENTER	CONNECT CARD SALES - APRIL 2023
18412	\$ 100.00	DAN FLORES	BOARD MEETING 4/20/2023
18413	\$ 178.12	FRANCOTYP-POSTALIA	POSTAGE METER RENTAL - 4/13/2023 - 7/12/2023
18414	\$ 23,213.79	HUNT & SONS INC	BUS FUEL - DYED DIESEL
18415	\$ 1,100.00	RC JANITORIAL	JANITORIAL SERVICES - APRIL 2023
18416	\$ 10,002.68	RAMOS OIL COMPANY	BUS FUEL - GAS
18417	\$ 3,340.00	RICH, FUIDGE, BORDSEN & GALYEAN INC	LEGAL SERVICES 3/16/2023 - 4/15/2023
18418	\$ 963.23	SC FUELS	DEF FLUID
18419	\$ 513,475.69	STORER TRANSIT SYSTEMS	CONTRACT SERVICES & VEHICLE INSURANCE 3/23
18420	\$ 450.00	STREAMLINE	WEBSITE SERVICES - MAY 2023
18421	\$ 65.82	SUTTER COUNTY LIBRARY	CONNECT CARD SALES COMMISSION - APR 2023
18422	\$ 4,875.55	TEHAMA TIRE SERVICE INC	TUBES/TIRES
18423	\$ 272.79	TIAA COMMERCIAL FINANCE INC	COPIER LEASE - APRIL 2023
18424	\$ 47.75	YUBA COUNTY ADMINISTRATIVE SERVICES	SECURITY SERVICES - BOARD MEETING ON 2/16/2023
18425	\$ 34.64	ADVANCED DOCUMENTS CONCEPTS	REPLACED ENVELOPE SEALER ON POSTAGE MACHINE
18425	\$ 484.02	ADVANCED DOCUMENTS CONCEPTS	COPY MACHINE CHARGES - APRIL 2023
18426	\$ 3,112.77	AECOM TECHNICAL SERVICES INC	BUSES & BUS FACILITIES GRANT 3/25/23 - 4/28/23
18427	\$ 1,870.00	ALLIANT NETWORKING SERVICES INC	IT SERVICES & SERVER MAINTENANCE - JUNE 2023
18428	\$ 100.00	ANDY VASQUEZ	BOARD MEETING 5/18/2023
18429	\$ 100.00	BRUCE BUTTACAVOLI	SPECIAL BOARD MEETING 5/1/2023
18429	\$ 100.00	BRUCE BUTTACAVOLI	BOARD MEETING 5/18/2023
18430	\$ 381.75	COMCAST BUSINESS	TELEPHONE SERVICES - MAY 2023
18431	\$ 358.38	COMCAST BUSINESS	INTERNET SERVICES - MAY 2023
18432	\$ 100.00	DAN FLORES	SPECIAL BOARD MEETING 5/1/2023
18433	\$ 13,374.97	DOUBLEMAP	ANNUAL SUBSCRIPTION FEES 5/7/2023 - 5/6/2024
18434	\$ 548.91	HANCOCK PETROLEUM ENGINEERING	REPAIR ON PUMP SYSTEM
18435	\$ 22,478.35	HUNT & SONS INC	BUS FUEL - DYED DIESEL
18436	\$ 63.08	LISA O'LEARY	VISION REIMBURSEMENT
18437	\$ 1,059.77	QUEST	MAINTENANCE OF BUS STOPS/SHELTERS - 4/23
18438	\$ 450.86	QUILL CORPORATION	JANITORIAL SUPPLIES - TOILET PAPER, PAPER TOWELS & TRASH LINERS
18439	\$ 3,971.29	RAMOS OIL COMPANY	BUS FUEL - GAS
18440	\$ 3,134.00	RICH, FUIDGE, BORDSEN & GALYEAN INC	LEGAL SERVICES 4/16/2023 - 5/15/2023
18441	\$ 1,067.04	SC FUELS	DEF FLUID
18442	\$ 565.47	SECURITAS TECHNOLOGY CORPORATION	SECURITY SERVICES - JUNE 2023
18443	\$ 55.00	SHELBY'S PEST CONTROL	PEST CONTROL SERVICES - MAY 2023
18444	\$ 542.27	STORER TRANSIT SYSTEMS	SPECIAL EVENT SHUTTLING - TOUCH-A-TRUCK
18445	\$ 2,821.12	T-MOBILE	WIFI SERVICES ON BUSES - APRIL 2023
18446		VOID	VOID
18447	\$ 5,661.10	YUBA COUNTY CDSA	GRADING PERMIT FEE FOR 6035 AVONDALE AVE
	\$ 713,878.48		

**LAIF
TRANSFERS**

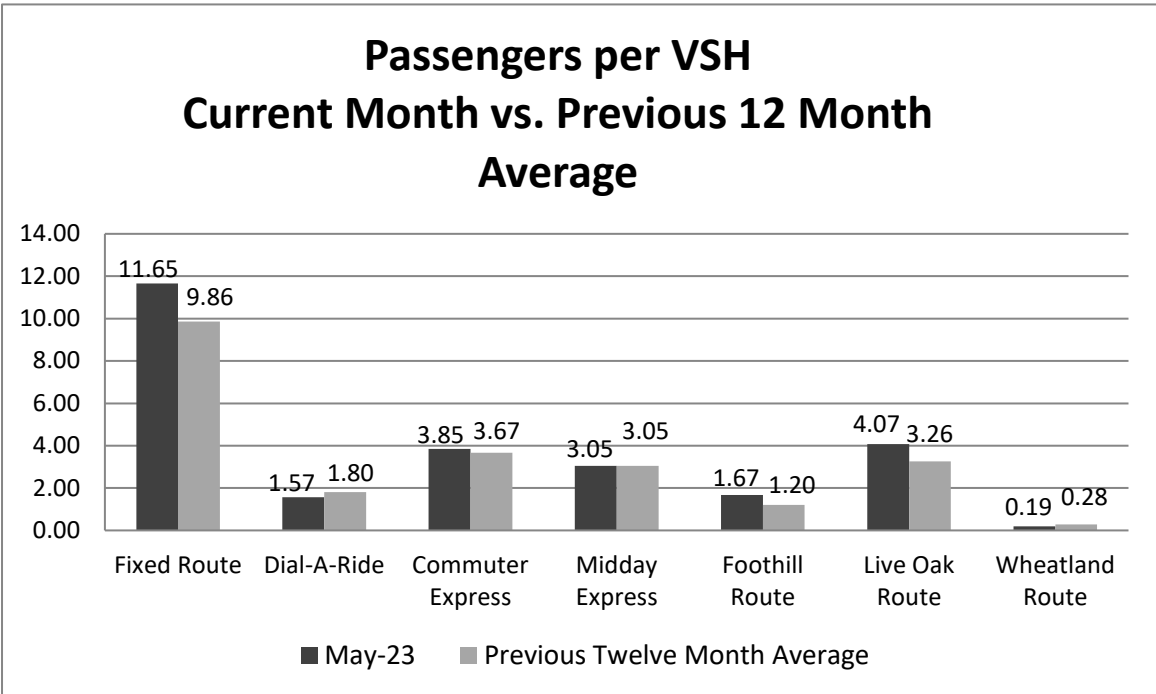
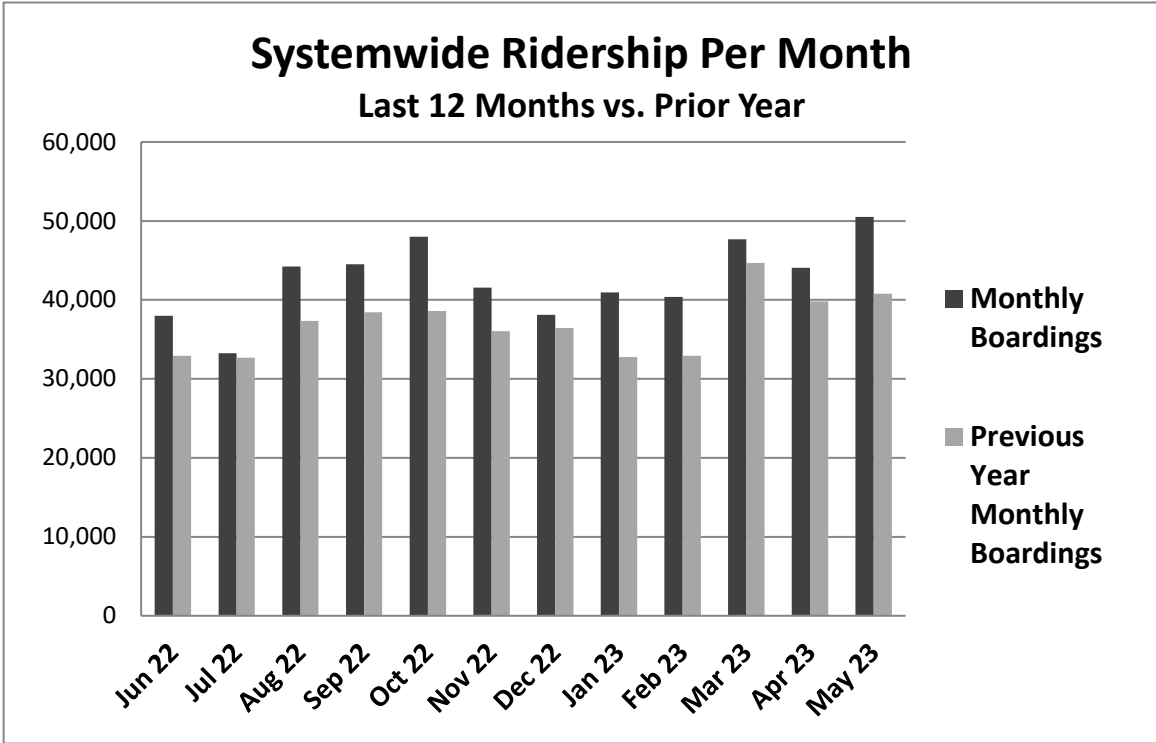
5/4/2023 \$ 500,000.00 TRANSFER FROM LAIF TO CHECKING

AGENDA ITEM IV- C

MAY 2023 PERFORMANCE REPORT

		Previous Twelve		Previous
Ridership:	May-23	Month Average	Fiscal YTD	Fiscal YTD
Fixed Route	43,649	35,822	406,272	353,033
Dial-A-Ride	2,808	2,480	27,590	26,439
Commuter Express	3,005	2,641	29,662	21,738
Midday Express	519	486	5,441	4,554
Foothill Route	157	103	1,201	829
Live Oak Route	373	246	2,933	1,907
Wheatland Route	9	14	145	110
Oroville Route	0	0	0	1,975
Total Ridership:	50,520	41,792	473,244	410,585
Vehicle Service Hours:				
Fixed Route	3,745.82	3,634.82	40,045.98	40,015.35
Dial-A-Ride	1,790.02	1,376.60	15,358.73	16,109.58
Commuter Express	781.05	719.27	7,941.38	7,951.78
Midday Express	170.17	159.52	1,762.34	1,707.20
Foothill Route	93.79	85.44	942.42	941.01
Live Oak Route	91.58	75.54	843.86	809.81
Wheatland Route	48.45	47.74	530.04	484.46
Oroville Route	0.00	0.00	0.00	427.39
Total VSH's:	6,720.88	6,098.91	67,424.75	68,446.58
Passengers Per Hour:				
Fixed Route	11.65	9.86	10.15	8.82
Dial-A-Ride	1.57	1.80	1.80	1.64
Commuter Express	3.85	3.67	3.74	2.73
Midday Express	3.05	3.05	3.09	2.67
Foothill Route	1.67	1.20	1.27	0.88
Live Oak Route	4.07	3.26	3.48	2.35
Wheatland Route	0.19	0.28	0.27	0.23
Oroville Route	0.00	0.00	0.00	4.62
Total Passengers Per VSH:	7.52	6.85	7.02	6.00

MAY 2023 PERFORMANCE REPORT



AGENDA ITEM V – A
STAFF REPORT

**YUBA-SUTTER NEXTGEN TRANSIT PLAN
IMPLEMENTATION PLAN AND SCHEDULE**

Background

Attached as Exhibit A for Board discussion and direction is the draft Implementation Plan and Schedule for the Yuba-Sutter NextGen Transit Plan that was adopted at the May 18th meeting. The purpose of this item is to begin the formal consideration and implementation process for those projects or initiatives that were recommended for implementation in the first year of the plan. The financial implications of these first-year projects or initiatives, if any, have already been factored into the FY 2024 budget that was also adopted at the May 18th meeting. The adopted plan is now available on the Yuba-Sutter Transit website at www.yubasuttertransit.com/nextgen-transit-plan.

Yuba-Sutter Transit has faced many of the same issues that most U.S. transit agencies (large and small) have faced over the last eight to ten years from steadily declining ridership in the five years leading up to the COVID-10 pandemic to the ridership collapse in FY 2020 and FY 2021. While it bounced back significantly in FY 2022 and FY 2023, systemwide ridership is still only about 60 percent of the pre-pandemic FY 2019 level and less than 40 percent of Yuba-Sutter Transit's peak of FY 2015 as people are now doing life (work, education, shopping, medical, social, etc.) much differently than they did just four, and certainly eight, years ago. In response, the Board of Directors commissioned the development of the NextGen Transit Plan, the implementation of which, over the next four years, would result in a largely re-imagined system to better meet the travel needs of the community without a significant increase in expenditures even as the agency adjusts to meet the state-mandated shift to zero-emission vehicles.

The NextGen Transit Plan includes operational, capital, staffing, and financial recommendations to effectively address both the current and future local transit needs over the next five to ten years in a financially constrained post-pandemic environment. While this plan is the local blueprint for transit development and operations, the listing of an alternative in the plan does not guarantee implementation nor does rejection prevent future implementation. Each alternative must still be individually evaluated as appropriate prior to approval and implementation.

Implementation Plan Summary

The attached implementation plan is broken into four phases to begin this summer (FY 2024). When the plan is fully implemented, Yuba-Sutter Transit ridership is projected to increase by 45 percent and its coverage area will increase by 60 percent at approximately the same inflation adjusted operating cost. The key plan service recommendations, which are highlighted in the implementation plan, include the following:

- Implement a new zonal on-demand (microtransit) service in the urban portion of the service area to provide more responsive and accessible local service to the entire urban population.

- Reduce the local fixed route system from six to two routes and streamline the remaining routes to connect the on-demand zones and major trip generators for faster and more direct crosstown service.
- Consolidate and re-set the Sacramento service to better reflect current ridership patterns.
- Create a first-ever Highway 65 service to the Roseville Galleria Transit Center for connections with Roseville Transit and Placer County Transit.
- Develop a Volunteer Driver Program to extend and enhance service in the more rural communities of the region.

The first phase (FY 2024) is designed to prepare for the deployment of the major service changes by procuring new technology, recruiting new staff, beginning the community outreach process for the on-demand service, and consolidating Sacramento service schedules. In this phase, the environmental and design work would commence on the new transit facility.

The second phase (FY 2025) includes implementation of the first on-demand zone in Yuba City, a streamlined crosstown Route 1 from west Yuba City to Yuba College in Linda, elimination of Routes 2 and 5, later weekday evening service, elimination of the weekday evening Dial-A-Ride service, and the new Highway 65 route to Roseville. During this phase, construction is expected to begin on the new transit facility and the process to purchase 15 zero-emission on-demand buses and one zero-emission commuter bus (all largely TIRCP grant funded) for delivery in late FY 2027 is expected to commence.

In the third phase (FY 2026), the on-demand service would expand to include Marysville and Linda, Routes 4 and 6 would be eliminated, Route 3 would be restructured to directly serve the Peach Tree Clinic, the ADA/Dial-A-Ride service would be comingled with the new on-demand system, and technology support would be provided for volunteer driver programs in Challenge and Dobbins. During this phase, while transit facility construction continues, the zero-emission on-demand and commuter buses will be ordered for delivery in late FY 2027.

The final phase (FY 2027) will begin with the roll-out of the Olivehurst/North Arboga on-demand zone to complete that system. Depending on ridership and population growth, future phases could include the expansion of the Highway 65 service and/or implementation of a Plumas Lake on-demand zone. Construction of the new transit facility is expected to be complete in early 2027 in time to accept delivery on the zero-emission on-demand and commuter buses in late FY 2027.

Next Steps

Plan implementation is already well underway as the adopted FY 2024 budget includes funding for the recruitment of new staff, the selection of new technology, and the initiation of the environmental and design stages of the new transit facility. Each of these actions will be the subject of separate requests for Board authorization at future meetings. The specific actions that are now being recommended include: 1.) Making the pandemic-related Route 2 weekday schedule reductions

permanent; and 2.) Consolidating and re-setting the Sacramento service to reflect current ridership. Formal public hearings must be held before either of these actions can be considered. For that purpose, staff is recommending that a hearing on the permanent Route 2 weekday schedule reduction be set for 4:00 p.m. on Thursday, July 20th and that a special evening meeting and public hearing be set for 6:00 p.m. on Thursday, September 21st on the Sacramento service changes. Evening hearings have customarily been held when any Sacramento service or fare changes are being considered for the maximum passenger input opportunity.

Assuming Board action following each of these hearings, the proposed Route 2 changes would become effective on September 1st and any proposed Sacramento service and fare changes would become effective on November 1st. This schedule would allow enough time for the public outreach process as well as the design and production of the necessary service materials. Adequate time is especially critical for the iterative process that will be used for what is expected to be a major consolidation and re-setting of the Sacramento service as specific draft service plans must be available for public review at least 30 days prior to the applicable public hearing.

Staff will be prepared at the meeting to discuss the draft implementation plan and the next steps in the process in detail.

RECOMMENDATION: Set a public hearing for 4:00 p.m. on Thursday, July 20, 2023, to receive comments on proposed permanent weekday Route 2 service reductions; and,

Set a special night meeting and public hearing for 6:00 p.m. on Thursday, September 21, 2023, to receive comments on proposed Sacramento schedule and fare changes.

Attachment

6-15-23

EXHIBIT A

YUBA-SUTTER NEXTGEN TRANSIT PLAN DRAFT IMPLEMENTATION PLAN & SCHEDULE JUNE 15, 2023

The adopted Yuba-Sutter NextGen Transit Plan includes operational, capital, staffing, and financial recommendations to effectively address both the current and future local transit needs over the next five to ten years in a financially constrained post-pandemic environment. While this plan is the local blueprint for transit development and operations, the listing of an alternative in the plan does not guarantee implementation nor does rejection prevent future implementation. Each alternative must still be individually evaluated as appropriate prior to approval and implementation.

The key plan service recommendations, which are discussed in detail in the adopted plan, are shown below. This implementation plan is broken into four phases over four fiscal years to begin July 2024. When fully implemented, Yuba-Sutter Transit ridership is projected to increase by 45 percent and its coverage area will increase by 60 percent at approximately the same inflation adjusted operating cost compared to FY 2023.

- Implement a new zonal on-demand (microtransit) service in the urban portion of the service area to provide more responsive and accessible local service to the entire urban population.
- Reduce the local fixed route system from six to two routes and streamline the remaining routes to connect the on-demand zones and major trip generators for faster and more direct crosstown service.
- Consolidate and re-set the Sacramento service to better reflect current ridership patterns.
- Create a first-ever Highway 65 service to the Roseville Galleria Transit Center for connections with Roseville Transit and Placer County Transit.
- Develop a Volunteer Driver Program to extend and enhance service in the more rural communities of the region.

Phase 1 (FY 2024)

- Operating cost savings of approximately \$50,000 due to reduced Sacramento service
- \$130,000 partial year costs for new staff
- \$30,000 for initial technology provider capital costs

Phase 1 (shown as Phase 0 in the NextGen Transit Plan) is designed to prepare for the deployment of the major service changes by procuring new technology and the recruitment of new staff. The major tasks in this phase are as follows:

- Transit technology continues to evolve at an ever-increasing rate. As a result, the plan calls for the recruitment of a new Transit Technology Manager. Yuba-Sutter Transit is leanly

staffed and major changes such as those envisioned by the NextGen Transit Plan call for the simultaneous deployment of technology and service. Combined with the new facility project, this dictates a need for the recruitment of a Transit Technology Manager. Recruitment for this position should commence by the end of Q1 with the position to be filled by the end of Q2.

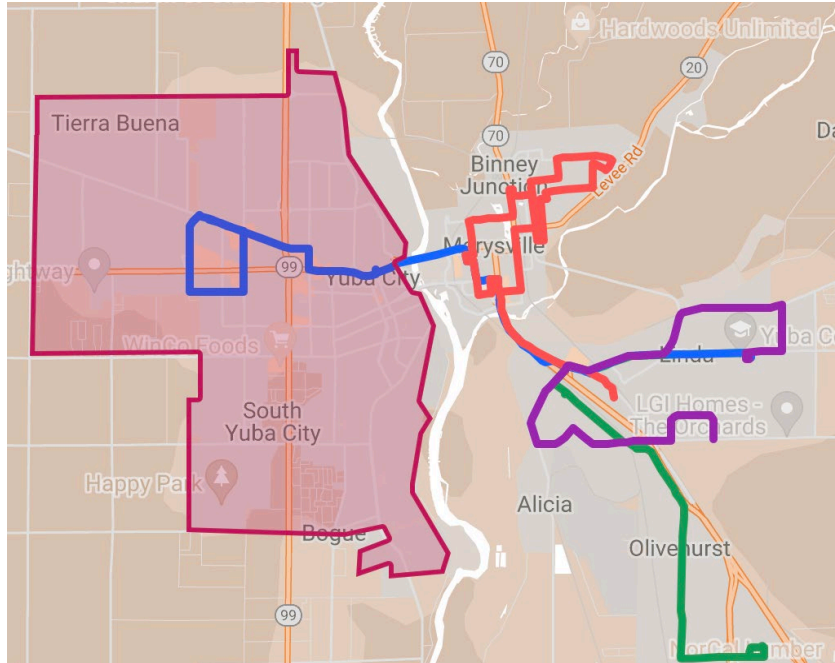
- Given the need for a high level of community involvement when deploying a large-scale change such as that envisioned by the plan, the plan also recommended recruiting a new Community Relations Manager. Recruitment for this position should commence by early Q3 with the position to be filled in Q4 well before the roll out of the first on-demand zone.
- The plan also calls for beginning the procurement of the technology necessary to support the transition from fixed route to on-demand service. The technology has become much more widely available in the past 10 years with more than 10 prospective vendors. This process should begin in Q3 with an award by early Q4.
- The plan recommends making permanent the pandemic-induced Route 2 weekday schedule reduction from 30 to 60-minute frequency in anticipation of the introduction of the Yuba City on-demand zone in 2024. Assuming a July public hearing date, this change could be effective September 2023.
- The plan also recommends consolidating the existing commuter services to permanently remove the trips that are no longer being operated from the schedule as well as dropping at least one additional AM and one PM trip from the existing schedule to better match current ridership and free up resources for the new Highway 65 corridor service in Phase 2. Assuming a September public hearing date to allow time for the iterative process necessary for such a major service change, any resulting changes could be effective November 2023.

Phase 2 (FY 2025)

- 76,781 annual operating hours (slightly more than what is now being operated for FY 2023)
- \$115.99 fully loaded cost per hour
- \$9.2M annual operating budget

Phase 2 (shown as Phase 1 in the NextGen Transit Plan) includes major changes in Yuba City including the deployment of the first on-demand zone and expanding the span of service from 6:30 to 8:00 p.m. on weekdays. The major tasks in this phase are as follows:

- In Yuba City, the plan recommends streamlining Route 1 to reduce total travel time between west Yuba City and the Yuba College campus in Linda by up to 20 percent. In addition, in this phase, the plan recommends deploying the first on-demand zone in Yuba City. This zone will replace the existing Routes 2 and 5. This service is expected to commence in August 2024.



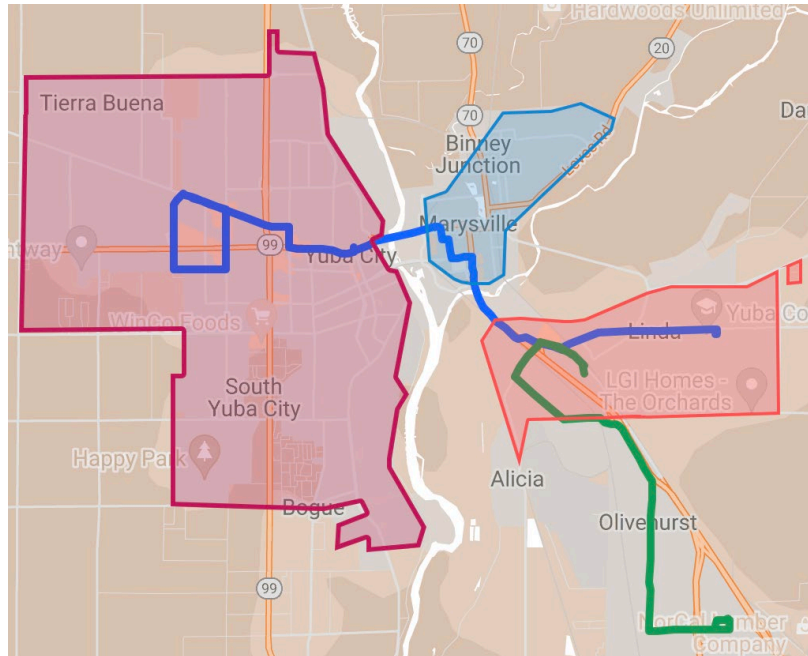
- In conjunction with the deployment of the Yuba City on-demand zone, the plan recommends the elimination of the lightly used weekday evening Dial-A-Ride service. This will not have a material impact on the public because of the expanded span of service to 8:00 p.m.
- Also in this phase, the plan recommends implementation of a new service to the Roseville Galleria Transit Center that would connect Marysville with southern Placer County for the first time. Initially envisioned as just two round trips (one AM and one PM) each weekday to be funded by the savings from Phase 1 consolidation of the Sacramento service, a second trip could possibly be funded through an intercity grant program. Ultimately, this service will be operated at least in part with a zero-emission commuter bus to be partially funded by the recently awarded state TIRCP grant. It is anticipated that the Highway 65 service would commence in September 2024
- During this phase, Yuba-Sutter Transit will initiate the environmental and design phases of the new facility project and begin the process to purchase 15 zero-emission, 14-16 seat “cutaway” buses and one zero-emission commuter bus (all largely funded by the same TIRCP grant). Because these zero-emission buses can be accepted for operation until after the new transit facility is complete in early 2027, the existing 2014 model cutaway buses will need to be retained well beyond their useful life expectation to fully implement the on-demand service.

Phase 3 (FY 2026)

- 75,354 annual operating hours
- \$122.07 fully loaded cost per hour
- \$9.2M annual operating budget

Phase 3 includes expansion of the on-demand zones to include Marysville and Linda and supporting the volunteer driver program in Challenge and Dobbins. The major tasks in this phase include:

- Implement new on-demand zones in Marysville and Linda replacing Routes 4 and 6 in those areas. With these new zones, Route 3 will be truncated at the Peachtree Clinic (Yuba County Health & Human Services) for direct service from Olivehurst to this location.



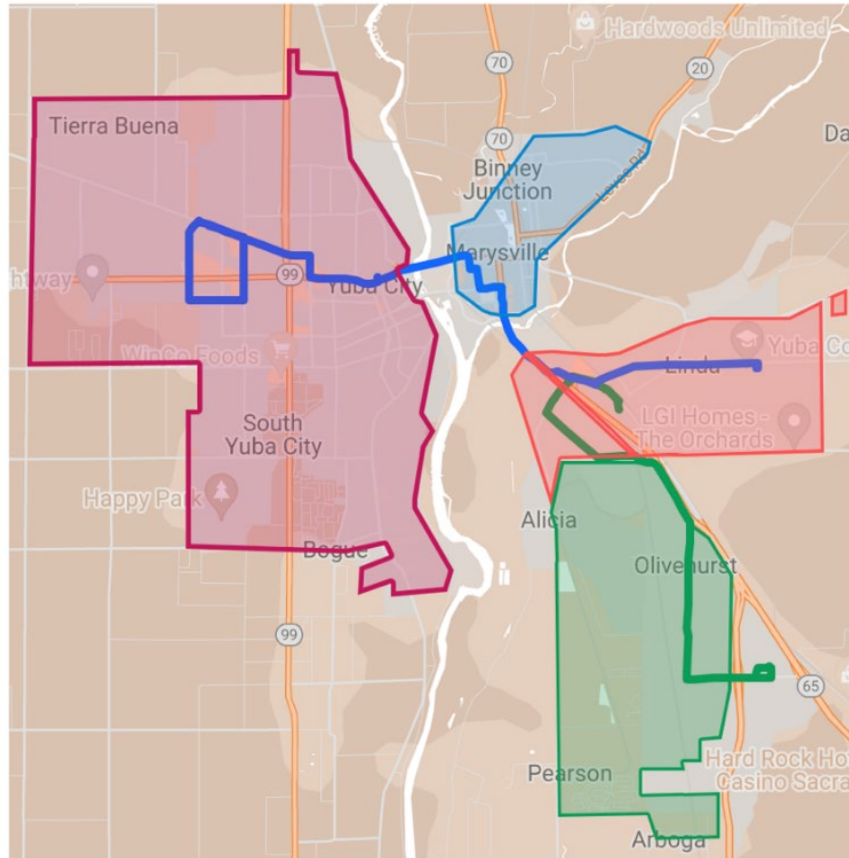
- With the near full deployment of the on-demand zones, the ADA portion of the existing Dial-A-Ride service would be comingled with the new on-demand services providing ADA-eligible residents of the entire urban area with a faster and better service experience.
- At the same time, the on-demand technology would also be made available to support volunteer driver programs in Challenge, Dobbins, or other outlying communities.
- During this phase, while transit facility construction continues, the zero-emission on-demand and commuter buses will be ordered for delivery in late FY 2027.

Phase 4 (FY 2027)

- 75,268 annual operating hours
- \$127.27 fully loaded cost per hour
- \$9.6M annual operating budget (Yuba-Sutter Transit's operating contract is expected to be renewed in FY 2027 and the plan has incorporated an expected industry-standard rate increase)

The final phase of the plan recommends the creation of a fourth on-demand zone in Olivehurst. This phase could also include an expansion of the Roseville service (if demand warrants).

- The final on-demand zone in Olivehurst provides residents of that area with expanded services over Route 3 that would increase and significantly expand the scope of Yuba-Sutter Transit's services especially to the Yuba County Airport Industrial Park and new housing developments in North Arboga.



- Depending on ridership and population growth, this or future implementation phases could include an expansion of the Highway 65 service and/or implementation of a Plumas Lake on-demand zone.
- Construction of the new transit facility is expected to be complete in early 2027 in time to accept delivery on the zero-emission on-demand and commuter buses in late FY 2027.

AGENDA ITEM V – B
STAFF REPORT

**PROJECT UPDATES/ADDITIONS FOR THE SACRAMENTO METROPOLITAN TRANSPORTATION
IMPROVEMENT PLAN (MTIP) AND THE LONG-RANGE BLUEPRINT PLAN**

Attached for Board review and consideration is the proposed Transportation Improvement Program (TIP) Program of Projects (POP) for Yuba-Sutter Transit for the five-year period FY 2024 through FY 2028 (Exhibit A). Once adopted, the POP will be incorporated into the three-year Sacramento Area Council of Governments (SACOG) Metropolitan Transportation Improvement Plan (MTIP). All projects for which federal funding will be requested must be identified in the MTIP. Also attached is the proposed Yuba-Sutter Transit Capital Improvement Plan (Exhibit B) for inclusion in SACOG's long-range plan through the year 2050 which is now called the 2024 Blueprint. Federally funded projects are to flow from the long-range plan to the short-range MTIP, but approval of these programs does not restrict the Board's future options as program amendments are possible should funding availability or project priorities change.

The proposed five-year POP is consistent with Yuba-Sutter Transit's adopted FY 2024 operating and capital budget and reflects implementation of the service changes envisioned in the recently adopted NextGen Transit Plan. While those changes will have a significant impact on the mix of services being offered, they are not expected to result in a significant increase in the total operating budget beyond what would likely be normal inflationary increases. The proposed program assumes only small increases in the use of federal formula funds (Section 5307 and Section 5311) for operating purposes excluding the use of the last of the COVID-19 related relief funds (rural ARPA) in FYs 2025 and 2026. Any federal money above the base level of funding may need to be diverted to the mission-critical maintenance, operations, and administration facility replacement project or the introduction of zero-emission buses.

On the capital side, projects are typically programmed for the fiscal year in which funding authority will be requested with project delivery occurring the following fiscal year. The most significant component of the proposed capital program is the long-planned facility replacement project that is now estimated for planning purposes at a year-of-expenditure cost of \$55.8 million which does not include the \$958,000 cost of the Linda site at 6035 Avondale Avenue that was purchased in July 2021. While 75 percent of the funding for this project has been secured with another \$12.5 million federal grant application still pending, staff expects to be able to identify a path forward to full funding should the federal grant not be awarded. As a result, the program assumes commencement of the facility environmental, design and engineering work in early 2024 with construction to begin in 2025 for project completion by early 2027.

The proposed vehicle replacement/expansion portion of the draft POP has been modified significantly in response to the adopted NextGen Transit Plan. The first project is the late year delivery of six lightweight low-floor gasoline powered buses that were ordered in FY 2023. Due to the need for more small buses to operate the first phases of the transition to a hybrid on-demand microtransit service, the six 2014 model diesel powered demand response and rural route buses that were to be retired by the new vehicles will instead be retained for a few more years. In addition, the three oldest commuter buses that are now being leased by YARTS will be retired altogether in 2024 and the next three older commuter buses will be replaced as part of a four-bus purchase of zero-emission commuter buses in 2027. Also in 2027 will be the delivery of 15 zero-emission low-floor cutaway buses for the on-demand system. Half the estimated cost of one of the four zero-emission commuter buses and half the estimated cost of all 15 zero-emission cutaway buses are being funded through

the recently awarded state Transit & Intercity Rail Capital Program (TIRCP) grant. The actual scope and funding package for these important projects will be the subject of further discussion as each will require specific Board approval for implementation.

The proposed long-range Capital Improvement Plan (CIP) includes current projected cost estimates and procurement schedules through FY 2050 for inclusion in the 2024 Blueprint. As noted above, this plan assumes implementation of the NextGen Transit Plan and conversion of Yuba-Sutter Transit's medium and heavy-duty bus fleet to zero-emission operation beginning with purchase orders placed after December 31, 2025, in compliance with the California Air Resources Board (CARB) Innovative Clean Transit (ICT) Regulation. As a result, CIP cost estimates reflect the purchase of battery-electric buses after that date. Because some vehicles are being retained longer in support of the new on-demand microtransit service while others are being retired without replacement, the existing 51 bus revenue fleet will grow to a high of 54 buses in the first year of the plan to a low of 43 in the third year before balancing out at 48 in the last two years. A reduced fleet size combined with the purchase of smaller vehicles to replace some of the existing heavy-duty buses will significantly reduce the overall cost of the vehicle portion of the capital plan. Except as noted above, the only other proposed changes in the long-range capital plan are updates in previously assigned SACOG project numbers and adjustments to project completion dates that were impacted by changes in the overall fleet plan.

Staff will be prepared at the meeting to review the proposed multi-year transportation and capital improvement plans in detail.

RECOMMENDATION: Approve Yuba-Sutter Transit's FY 2024 – FY 2028 MTIP Program of Projects and 2050 Capital Improvement Plan as proposed or amended.

EXHIBIT A

**YUBA-SUTTER TRANSIT
TRANSPORTATION IMPROVEMENT PROGRAM
PROGRAM OF PROJECTS
Federally Funded Projects Only
FY 2024 - FY 2028**

Proposed June 15, 2023

	FY 2023 Projected	FY 2024 Budgeted	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected	FIVE YEAR TOTAL
OPERATING ASSISTANCE							
Urbanized Area							
FTA Sections 5307 & 5339 (Small Urban)	\$ 1,500,000	\$ 2,200,000	\$ 2,300,000	\$ 2,400,000	\$ 2,500,000	\$ 2,600,000	\$ 12,000,000
CARES Act/ARP Section 5307 (Small Urban)	727,517	-	-	-	-	-	-
Local (All Sources)	5,771,483	6,290,150	6,772,880	7,398,560	8,082,520	8,829,460	37,373,570
Urban Subtotal	\$ 7,999,000	\$ 8,490,150	\$ 9,072,880	\$ 9,798,560	\$ 10,582,520	\$ 11,429,460	\$ 49,373,570
Rural Area							
FTA Section 5311 (Rural)	\$ 200,000	\$ 200,000	\$ -	\$ 275,000	\$ 300,000	\$ 325,000	\$ 1,100,000
CARES Act/ARPA Section 5311 (Rural)	-	-	500,000	45,500	-	-	545,500
Local (All Sources)	221,000	246,850	79,120	304,940	375,480	404,540	1,410,930
Rural Subtotal	\$ 421,000	\$ 446,850	\$ 579,120	\$ 625,440	\$ 675,480	\$ 729,540	\$ 3,056,430
Total Operating Assistance	\$ 8,420,000	\$ 8,937,000	\$ 9,652,000	\$ 10,424,000	\$ 11,258,000	\$ 12,159,000	\$ 52,430,000
CAPITAL ASSISTANCE							
Vehicle Replacement/Minor Expansion							
FTA Section 5307 (Small Urban)	\$ -	\$ -	\$ -	\$ 4,447,842	\$ -	\$ -	\$ 4,447,842
FTA Section 5311 (Rural)	-	151,050	-	1,242,158	-	-	1,393,208
FTA Section 5339 (Small Urban)	-	558,399	-	1,296,074	-	-	1,854,473
FTA CRRSAA Section 5311 (Rural)	-	-	-	705,422	-	-	705,422
State - PTMISEA Grant	550,000	-	-	-	-	-	-
State - State of Good Repair (SGR)	-	-	-	-	-	-	-
State - Cap & Trade (LCTOP)	-	-	-	-	-	-	-
State - TIRCP Grant	-	-	-	3,725,000	-	-	3,725,000
Local - Transportation Development Act (TDA)	-	20,551	-	183,504	-	-	204,055
Other Local (FRAQMD, Prop. 1B, etc.)	-	-	-	-	-	-	-
Vehicle Subtotal	\$ 550,000	\$ 730,000	\$ -	\$ 11,600,000	\$ -	\$ -	\$ 12,330,000
Property/Facility/Equipment/Furnishings							
FTA Section 5307 (Small Urban)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FTA Section 5311 (Rural)	-	364,492	-	-	-	-	364,492
CRRSAA Section 5311 (Rural)	-	963,628	-	-	-	-	963,628
FTA Section 5339 (Small Urban)	-	-	-	-	-	-	-
Federal RAISE Grant	-	-	9,100,000	5,900,000	-	-	15,000,000
State - Cap & Trade (LCTOP)	-	-	-	-	1,112,681	-	1,112,681
State - State of Good Repair (SGR)	73,659	181,481	650,120	443,714	-	-	1,275,315
State - TIRCP Grant	-	-	2,649,922	4,512,985	2,837,093	-	10,000,000
AHSC Housing Grant (State)	-	-	-	-	8,500,000	-	8,500,000
SACOG Regional Funding Round Grant	-	899,000	2,601,000	-	-	-	3,500,000
Local - Transportation Development Act (TDA)	-	171,399	100,000	100,000	100,000	100,000	571,399
Other Local (FRAQMD, Prop. 1B, etc.)	15,163	-	-	-	-	-	-
Unfunded Need (Applied/Anticipated):							
FTA - Section 5339 Bus Facilities Grant	-	-	-	12,500,000	-	-	12,500,000
Property Sale (State)	-	-	-	-	2,500,000	-	2,500,000
Facility/Equipment Subtotal	\$ 88,822	\$ 2,580,000	\$ 15,101,042	\$ 23,456,699	\$ 15,049,774	\$ 100,000	\$ 56,287,515
Total Capital Assistance	\$ 638,822	\$ 3,310,000	\$ 15,101,042	\$ 35,056,699	\$ 15,049,774	\$ 100,000	\$ 68,617,515

NOTES:

1. Operating costs are estimated based on the adopted FY 2024 Budget escalated by 8 percent annually thereafter.
2. Vehicle projects are listed in the fiscal year in which funding authority will be requested with delivery typically occurring the following fiscal year.
3. Funding for the replacement facility project is shown in the year for which the funding is expected to be expended. The project is currently scheduled for completion by early 2027.

Exhibit B

Yuba-Sutter Transit Authority Capital Improvement Plan (CIP)
 Fleet & Facility Replacement/Expansion Schedule for the Metropolitan Transportation Plan (MTP 2050)
 Based on the Draft FY 2024 - FY 2028 Program of Projects
 Proposed June 15, 2023

Current Model / Vehicle # / Service Type	Y-E #	ZEB 25%		ZEB 100%					Project Completion Fiscal Year																			
		2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050
Commuter																												
2010 MCI Buses (5701 - 5703 -- Commuter) 2023 ZEB cost estimate of \$1,400,000 (\$1,400) MTIP or MTP # (if any)	3	Retire 3			4 \$5,600 ZEB 10535																							
2012 MCI Buses (5704 - 5706 -- Commuter)	3				Retire 3																							
2018 MCI Buses (5707 - 5713 -- Commuter) 2023 BEB cost estimate of \$1,400,000 (\$1,400) MTIP or MTP # (if any)	7												8 \$11,200 Retire 7 10523													10 \$14,000 Retire 8 NA		
Fixed Route																												
2014 Gillig Buses (3200 Series -- Fixed Route)	11			Retire 11																								
2019 Gillig Buses (3100 Series -- Fixed Route) 2023 BEB cost estimate of \$1,000,000 (\$1,000) MTIP or MTP # (if any)	11												11 \$11,000 Retire 11 10522													11 \$11,000 Retire 11 10525		
DAR/On-Demand																												
2014 Glaval Buses (1681 - 1686 -- Paratransit/Rural)	6				Retire 6																							
2019 Glaval Buses (1690 - 1699 -- Paratransit/Rural)	10				Retire 5					Retire 5																		
2023 New England Wheels On-Demand Expansion Buses 2023 ≤14,000 GVW gas buses cost estimate \$200,000 (\$200) MTIP or MTP # (if any)	6 \$1,200 10453									11 \$2,200 Retire 6 10521					12 \$2,400 Retire 11 10526										12 \$2,400 Retire 12 NA			
2027 LF ZEB Cutaway On-Demand Buses 2027 LF BEB cost estimate \$400,000 (\$400) MTIP or MTP # (if any)					15 \$6,000 ZEB 10538									17 \$6,800 Retire 15 10524											18 \$6,400 Retire 17 NA			
	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050
Fixed Route Diesel	22	22	22	11	11	11	11	11	11	11	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fixed Route ZEB											11	11	11	11	11	11	11	11	11	11	11	11	11	11	11	11	11	11
Commuter Diesel	13	10	10	10	7	7	7	7	7	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Commuter ZEB					4	4	4	4	4	4	12	12	12	12	12	12	12	12	12	13	13	13	13	13	15	15	15	
Paratransit Gas	16	22	22	22	11	11	11	11	11	11	11	11	11	11	11	12	12	12	12	12	12	12	12	12	12	12	12	12
Paratransit ZEB					15	15	15	15	15	15	15	15	15	15	17	17	17	17	17	17	17	17	17	17	18	18	18	
Running Fleet Total	51	54	54	43	48	48	48	48	48	48	49	49	49	49	51	52	52	52	52	53	53	53	53	53	54	56	56	56

Facility Replacement Project

2023 Cost Estimate (\$1,000): YOY \$55.8 Million
 MTP # (if any)

Replace
 Facility
 \$55,800
 10533

Five Year Totals -- Buses & Facilities

\$68,600

\$24,400

\$9,200

\$7,000

\$33,800

Plan Total
\$143,000

NOTES:

- Pursuant to the California Innovative Clean Transit (ICT) regulation, 25% of buses ordered after 12/31/25 and 100% of buses ordered after 12/31/28 must be ZEBs. The draft schedule assumes that all heavy-duty buses will be replaced with battery electric buses after 12/31/28 using current cost estimates. The low-floor replacement Paratransit/Rural buses now being ordered are below the minimum 14,001 GVWR threshold for this mandate though this threshold is subject to change in the future.
- BEB & diesel Over-the-Road Coach 15 years; BEB & Diesel Fixed Route Buses: 12 years; BEB Cutaways: 10 years; Gasoline ≤14,000 GVW: 7 years.

AGENDA ITEM V – C
STAFF REPORT

**CALIFORNIA INNOVATIVE CLEAN TRANSIT (ICT) REGULATION
ZERO-EMISSION BUS (ZEB) ROLL-OUT PLAN**

The California Air Resources Board (CARB) Innovative Clean Transit (ICT) regulation (effective October 1, 2019) requires all public transit agencies to gradually transition their bus fleets to zero emission technologies with a goal of complete transition by 2040. The ICT regulation applies to all transit agencies that own, operate, or lease buses with a gross vehicle weight rating (GVWR) greater than 14,000 pounds which includes all 51 buses in the current Yuba-Sutter Transit fleet. The regulation requires an increasing percentage of new bus purchases to be zero-emission buses (ZEBs) beginning in 2026 for agencies like Yuba-Sutter Transit that operate less than 100 vehicles in annual maximum service. For such agencies, 25 percent of all buses purchased after December 31, 2026, must be ZEBs increasing to 100 percent for all buses purchased after December 31, 2029.

To demonstrate progress toward compliance with this regulation, smaller transit agencies are required to submit a Zero-Emission Bus Roll-Out Plan to CARB by July 1, 2023. Attached for Board review and adoption consideration is the Draft Yuba-Sutter Transit Zero-Emission Bus Roll-Out Plan that has been prepared by staff for this purpose. The draft roll-out plan is consistent with the Yuba-Sutter NextGen Transit Plan that was adopted at the May 18th meeting as well as with the proposed five-year Metropolitan Transportation Improvement Plan (MTIP) Program of Projects and 2050 Capital Improvement Plan to be considered on this same agenda. It is also generally consistent with the April 2023 version of the Yuba-Sutter Transit Zero-Emission Transition Plan that is required for federal funding applications for projects related to zero-emission vehicles.

The roll-out plan is intended to be a living document based on the best available information to guide transit agencies through the many potential challenges of ZEB fleet implementation. The draft Yuba-Sutter Transit plan assumes full ZEB conversion of the ICT-applicable Yuba-Sutter Transit vehicles by 2033. Due to the planned move away from traditional fixed-route service, the ICT-applicable fleet will be reduced from 51 to 38 buses over the life of the plan to greatly reduce the cost of compliance. As a result, the planned ZEB transition date easily meets the 2040 goal and even exceeds the 2035 ZEB conversion policy target that was adopted by the Board in 2021. Of course, these targets are conditional upon adequate funding being available to construct the new zero-emission operations and maintenance facility and for the incremental cost of purchasing ZEBs and all necessary equipment and infrastructure compared to the cost of a traditional diesel-powered bus. The facility project is nearing fully funded status with a construction completion date estimate of late 2026 and a significant portion of the funding for the first 19 ZEBs that are now scheduled for delivery in 2027 was included in the recent state Transit & Intercity Rail Capital Program (TIRCP) grant award.

Staff will be prepared to discuss the draft ZEB roll-out plan in detail at the meeting.

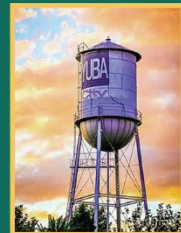
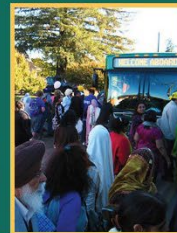
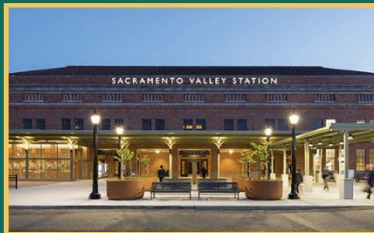
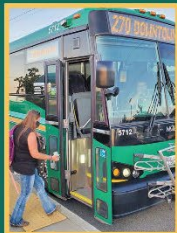
RECOMMENDATION: Adopt the Yuba-Sutter Transit Zero-Emission Bus Roll-Out Plan as submitted.

YUBA-SUTTER TRANSIT AUTHORITY

Draft

ZERO-EMISSION BUS ROLLOUT PLAN

For Submission to the California Air Resources Board (CARB)



June 15, 2023



Table of Contents

Yuba-Sutter Transit Information	4
Air District: Feather River Air Quality District	4
Air Basin: Sacramento Valley	4
Joint Group: Yuba-Sutter Transit is not part of a joint group of agencies.	4
Plan Creation	4
Bus Fleet.....	4
Zero-Emission Bus Fleet Conversion Policy.....	4
ZEB Infrastructure	5
Current Fleet	5
Vehicle Conversion to ZEB	6
NextGen Transit Facility	7
Disadvantaged Communities	8
Workforce Training	8
On and Offsite Training.....	8
Funding Opportunities	11

List of Figures

<i>Table 1: Current Bus Fleet with Anticipated Replacement Schedule</i>	5
<i>Table 2: Bus Procurement Schedule According to the 2023 Capital Improvement Plan</i>	6
<i>Table 3: Mix of Vehicles in the Fleet as ZEBs are Purchased</i>	6
<i>Table 4: Planned NextGen Transit Facility Size and Operational Capabilities.</i>	7
<i>Table 5: ZEBs to Serve DACs in the Next Five Years</i>	8
<i>Table 6: List of Potential Funding Sources to Fund Capital Facility Improvements and Vehicle Procurements</i>	11

Yuba-Sutter Transit ZEB Rollout Plan

Yuba-Sutter Transit Information

Yuba-Sutter Transit Authority
2100 B Street
Marysville, CA 95901

Keith Martin, Interim Executive Director
Phone: (530) 634-6880
Email: keith@yubasuttertransit.com

Air District: Feather River Air Quality District
Air Basin: Sacramento Valley
Joint Group: Not applicable.

Plan Creation

The Yuba-Sutter Transit Zero-Emission Bus (ZEB) Roll-Out Plan has been produced in-house by Yuba-Sutter Transit staff. It builds on and complements the Fleet Transition Plan which is required to submit applications for federal funding for ZEBs or ZEB facilities and equipment. The Fleet Transition Plan was last updated in April 2023. For questions pertaining to this ZEB Roll-Out Plan, please contact Planning Manager Adam Hansen at (530) 634-6880 or by email at adam@yubasuttertransit.com.

Bus Fleet

Yuba-Sutter Transit operates a mixed fleet of 51 buses which consists of 13 MCI D4500 45' over-the-road coaches that are used to operate commuter service between the Cities of Marysville and Yuba City and downtown Sacramento; 22 Gillig 35' buses that operate six fixed routes in Yuba City, Marysville and Yuba County; and 16 Ford and Chevrolet chassis Glaval Titan II 16 passenger cutaway buses that are used to operate rural service for the City of Wheatland, the City of Live Oak, and the Yuba County Foothill communities as well as to operate the local Dial-A-Ride service in the urban area for Americans with Disabilities Act (ADA) complementary paratransit service as well as for seniors age 65 or older and/or those with a qualifying disability. The current Yuba-Sutter Transit operation requires 29 buses in annual maximum service which is broken down as follows: 12 Fixed Route Buses; 7 Commuter Buses, and 10 Dial-A-Ride Buses

Zero-Emission Bus Fleet Conversion Policy

In July 2021, the Yuba-Sutter Transit Authority Board of Directors adopted a Zero-Emission Bus Fleet Conversion Policy. This policy committed the agency to the 100% conversion to zero-emission buses by 2035, well in advance of the statewide goal of 2040. This action was contingent upon receiving adequate funding to construct the Next Generation Zero Emission Transit Maintenance, Operations and Administration Facility by 2026 to maintain and operate ZEBs as well as to cover the incremental cost of the new vehicles. With the new facility, the 2035 goal is attainable based on the current fleet replacement plan which assumes the turnover of the entire fleet by that date. This policy was adopted in response to, and in support of, the California Air Resources Board (CARB) adopted Innovative Clean Transit (ICT) regulation (effective October 1, 2019) requiring all public transit agencies to gradually transition their bus fleets zero-emission technologies with a statewide goal of 2040 for full transition.

ZEB Infrastructure

The NextGen Transit Facility will be designed and constructed with the intent to convert the entire fleet over to battery-electric buses (BEBs). Preliminary analysis shows that the current routes and services offered do not exceed the range of BEBs that are currently available. However, as Yuba-Sutter Transit transitions to a service model with more on-demand service, smaller vehicles will be needed. Battery-electric versions of these smaller vans and cutaway buses do not currently have the range as larger buses due to weight and space constraints. These smaller battery-electric vehicles have advertised ranges of 90-150 miles, but their range is improving as the energy density of batteries increases and manufacturers increase the number of batteries installed on the bus. It is anticipated that these advancements will enable Yuba-Sutter Transit to operate the desired services with BEBs.

The NextGen Transit Facility is also anticipated to include a significant amount of solar energy production and battery storage capacity. The onsite energy production and storage will be installed to increase the resiliency of the system and the ability to respond during natural disasters or significant weather events that may interrupt the electrical grid. The byproduct is that a significant portion of the fueling costs will be offset by onsite power production which will decrease the operating costs for BEBs. While there is little reason to invest the significant amount of funds that would be needed to install the infrastructure for onsite hydrogen fuel production or storage, the NextGen Transit Facility will be planned and constructed in such a way as to not preclude the use of hydrogen fuel if so desired in the future.

Current Fleet

The Yuba-Sutter Transit Capital Improvement Plan (CIP) contains the vehicle replacement schedule. The schedule does not call for replacement of assets until they have exceeded their useful life often by a few years. Yuba-Sutter Transit does not anticipate removing any conventional buses from service in response to the Innovative Clean Transit regulation.

Yuba-Sutter Transit typically operates buses well beyond their useful life as established by the Federal Transit Administration (FTA) by keeping up on maintenance and repairing or replacing major components such as engines, transmission and differentials if needed. These repairs are the extent of maintenance performed. Yuba-Sutter Transit has no intention of converting any of the existing fleet over to zero-emission technologies.

Number of Buses	Engine Model Year	Bus Model Year	Bus Make	Bus Model	Fuel Type	Length	Bus Type	Planned Replacement
3	2009	2010	MCI	D4500	Diesel	45	Over the Road	Retire 2024
3	2012	2012	MCI	D4500	Diesel	45	Over the Road	2027
7	2018	2018	MCI	D4500	Diesel	45	Over the Road	2033
6	2013	2013	Gillig	G27B	Diesel	35	Standard	Retire 2027
5	2013	2014	Gillig	G27B	Diesel	35	Standard	Retire 2027
11	2019	2019	Gillig	35DD	Diesel	35	Standard	2032
6	2013	2014	Chevy	Titan II 4500	Diesel	25	Cutaway	Retire 2027
10	2019	2019	Ford	Glaval	Gasoline	24	Cutaway	2027

Table 1: Current Bus Fleet with Anticipated Replacement Schedule

Vehicle Conversion to ZEB

Yuba-Sutter Transit’s CIP includes the fleet replacement schedule as well as the construction of the new NextGen Transit Facility. These two items are tied closely together as the ability to purchase BEBs going forward is entirely based on the timely and successful completion of the new facility. Yuba-Sutter Transit received a State of California Transit and Intercity Rail Capital Program (TIRCP) grant to fund a portion of the NextGen Transit Facility as well as to fund half of the cost of 15 small cutaway BEBs to implement on-demand services and half of an over-the-road BEB to provide service between the Yuba-Sutter area and the City of Roseville. As shown in Table 2, these will be the next buses purchased once the facility is complete, which is anticipated to be in the Spring of 2027. The CIP then calls for all subsequent purchases to be BEBs. Following this planned course of action would result in a 100% ZEB fleet in FY 2033.

Year	Buses Purchased	ZEB Buses Purchased	% of ZEB Purchased	ZEB Bus Type	ZEB Fuel Type
2027	15	15	100%	Cutaway	Battery-Electric
2027	4	4	100%	Over-the-road	Battery-Electric
2033	8	8	100%	Over-the-road	Battery-Electric
2033	11	11	100%	Standard	Battery-Electric
2037	17	17	100%	Cutaway	Battery-Electric
2042	5	5	100%	Over-the-road	Battery-Electric
2045	11	11	100%	Standard	Battery-Electric
2047	18	18	100%	Cutaway	Battery-Electric
2048	10	10	100%	Over-the-road	Battery-Electric

Table 2: Bus Procurement Schedule According to the 2023 Capital Improvement Plan

The chart below shows the mix of vehicles and their fuel type as BEBs are purchased per Table 2 above. By 2033, all vehicles subject to the ICT rule will be BEBs two years ahead of our own 2035 goal.

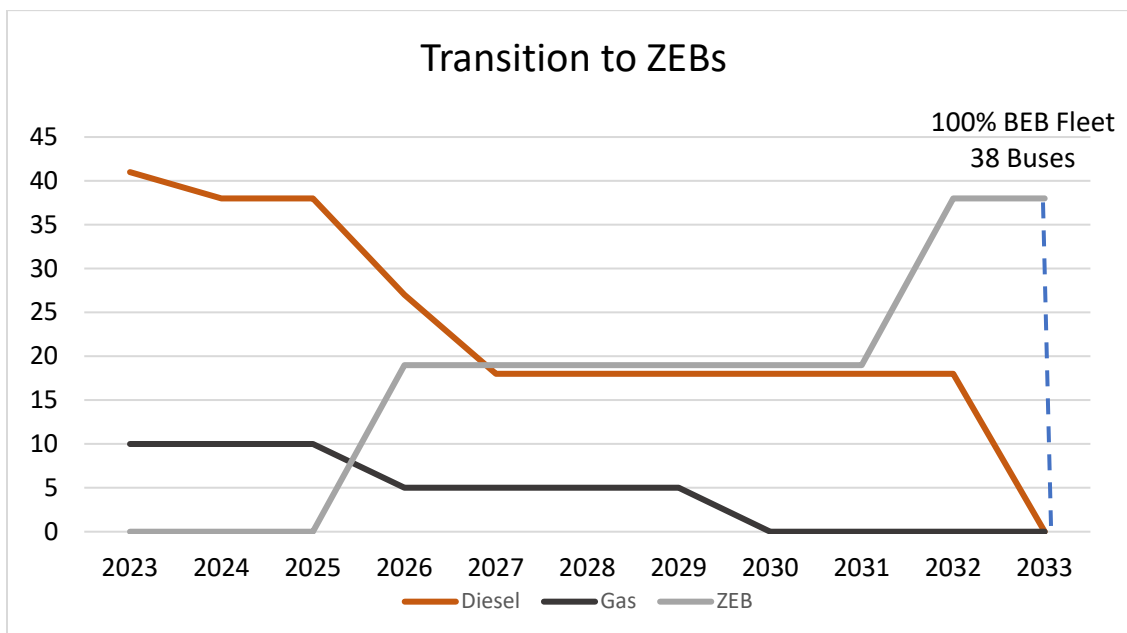


Table 3: Mix of Vehicles in the Fleet as ZEBs are Purchased

NextGen Transit Facility

The current Maintenance and Operations Facility at 2100 B St in Marysville, a former Seven-Up Bottling Company plant that was constructed in 1960, has been Yuba-Sutter Transit’s home for maintenance and operations activities since 1996. In 2011, a major remodel of this building and the 3.2-acre property was completed to bring it to its current and maximum operating capacity. The facility has a bus wash, onsite diesel fueling, bus parking, repair bays, operations offices, and administration offices. The facility is working well to meet the current operations and maintenance activities but is inadequate to support the conversion to ZEBs due to being undersized with obsolete utility infrastructure that would require a significant investment to upgrade. A 2018 consultant study found that just 12 BEBs could be operated from the current site before significant investments would need to be made to install BEB charging infrastructure in a space saving manner. Ultimately, space restrictions that would limit future growth and prevent full conversion of the fleet to ZEB technology, which led to the decision to not invest in the current property.

After an extensive site selection study, Yuba-Sutter Transit in 2021 purchased a 19.2-acre site at 6035 Avondale Avenue in Linda for the construction of a new transit maintenance and operations facility that will be designed specifically to fuel, maintain, and operate ZEBs. The new facility will be set up for BEBs, but Yuba-Sutter Transit remains fuel agnostic and will consider any zero-emission technology that could be implemented cost-effectively. As a result, the preliminary layout of the new facility leaves adequate space for a future hydrogen fueling facility should advancements in hydrogen production and storage become cost-effective. In the meantime, a significant amount of solar production capacity with onsite energy storage will be installed to ensure resilience and reduce the cost of fueling ZEBs allowing more capital funds to be available for the purchase of ZEBs. With fuel to be largely provided through onsite power production and storage, it will be beneficial to continue to deploy BEBs into operational service as soon as possible.

The NextGen Transit Facility will provide adequate room for future fleet growth and on-site power production and storage. It is anticipated that the facility will be planned for a 50-year horizon with space for 60 buses in Phase 1 with the option to expand bus parking and charging in the future. Construction is anticipated to start in the Summer of 2025 and be completed by early 2027. The initial facility will have sufficient charging capacity for the 19 BEBs anticipated to be delivered soon after facility completion in 2027. Preliminary plans called for chargers with the capacity to charge two buses so ten chargers will be installed in the initial build to fuel these 19 buses. The charging capacity of the facility will be expanded in 2032 in anticipation of an additional 19 buses being delivered in 2033 at which point all vehicles subject to the ICT rule will be ZEBs.

Facility Name	Address	Main Functions	Type of Infrastructure	Service Capacity	Needs Upgrade	Estimated Construction Timeline
NextGen Transit Facility	6035 Avondale Avenue, Linda, CA 95901	Operations, Maintenance, Parking, BEB Charging & Diesel Fueling	New Facility	60	No	Completion Spring 2027

Table 4: Planned NextGen Transit Facility Size and Operational Capabilities.

Disadvantaged Communities

A significant portion of Yuba-Sutter Transit’s current service area consists of disadvantaged and low-income communities throughout Yuba City, Marysville, Linda and Olivehurst. These communities are currently served by fixed-route, commuter, and dial-a-ride services. When BEBs are purchased in 2027, the four over-the-road coaches will be used to provide service from DACs in Yuba and Sutter counties to job opportunities in the Sacramento Central Business District and a new route that will be connect Yuba City, Marysville, Olivehurst, and Wheatland to the Roseville Galleria Transit Center in Roseville. This route provides access to many of the job centers east of Sacramento as patrons will be able to transfer to Roseville Transit and Placer County Transit at the central transit hub at the Roseville Galleria.

The initial 15 small on-demand BEBs will provide more convenient and direct trips within the current service area for DAC residents. The advantage of the on-demand system is that it reduces the walking and wait times that are now required to access transit as well as significantly reducing travel time. Populations that were previously more than a 1/2 mile from a fixed route bus stop will benefit the most from this change in service. The 15 small BEBs combined with existing and planned Dial-A-Ride fleet will be adequate to serve the four zones to be implemented in Yuba City, Marysville, Linda, and Olivehurst. A fifth zone for Plumas Lake is proposed for a future phase as that area further develops.

Year	Number of ZEBs	Location of Disadvantaged Community
2027	4	Marysville, Olivehurst, & Downtown Sacramento
2027	15	Eastern Yuba City, Marysville, Linda, & Olivehurst

Table 5: ZEBs to Serve DACs in the Next Five Years

Workforce Training

Yuba-Sutter Transit understands that all operating and maintenance personnel will need extensive training to seamlessly transition to a ZEB fleet. Staff must develop new routines and procedures to handle all aspects of owning, fueling, maintaining, and operating ZEBs. At a minimum, the following positions with the current number of personnel will need sufficient training to safely and efficiently achieve this.

- Drivers (48)
- Dispatchers (6)
- Maintenance (7)
- Utility (6)

On and Offsite Training

Yuba-Sutter Transit will work with the incumbent private transit service contractor to ensure the necessary training is received. There are a few ways in which this will be achieved. First, Yuba-Sutter Transit is fortunate that several bus manufacturers are accessible within a few hours of our Northern California facility. This will enable staff to attend manufacturer-offered training at their facilities as well as specialized training at Yuba-Sutter Transit’s facility. Secondly, when ZEBs are procured, the contract will include the required on-site training for employees that will take place before delivery and for at least one year after delivery. This approach will also be taken with chargers, repair equipment, and the operation of ZEBs. It is also essential that bus operators receive the requisite training to safely and efficiently operate ZEBs. With

new technology, it is anticipated that virtual reality training as well as live virtual reality sessions can be used by OEM instructors to teach or even instruct mechanics in actual repairs remotely.

Yuba-Sutter Transit is working with the local Community College to implement more specialized classes and a ZEB certification to increase the skill of the local workforce and to provide the opportunity for the maintenance technicians employed by Yuba-Sutter Transit's service contractor to receive the necessary specialized training. Through the Yuba College Automotive Technology staff, Yuba Sutter Transit was put in contact with Valley Clean Air Now (Valley CAN) which is a 501(c)(3) non-profit committed to quantifiably reducing air emissions in California's San Joaquin Valley. Valley CAN has worked with high schools and community colleges throughout the San Joaquin Valley to implement curriculum for training technicians to diagnose and repair ZEVs (<https://valleycan.org/workforce-training/>). Yuba Community College located in Linda near the new Next Generation Transit Facility site, has been coordinating with Valley CAN on curriculum, certifications, classroom lab equipment, and the supplies needed to offer the additional classes to provide a ZEV certificate. Yuba-Sutter Transit will continue to coordinate and partner with Yuba College to get the additional classes up and running as well as explore opportunities to partner through an internship program for students working on their ZEB certification. The local specialized training will be a great asset to those operating and maintaining the Yuba-Sutter Transit ZEV fleet and play a key role in the overall training for maintenance staff.

There are also opportunities through the Federal Technical Assistance and Workforce Development program that will provide technical assistance for training staff. Additionally, Sunline Transit Agency located in Thousand Palms, California operates the West Coast Center of Excellence in Zero Emission Technology. Below is the list of classes that the Center currently offers to provide essential training to guide and assist the ZEB implementation process. Yuba-Sutter Transit has been in contact with Sunline staff on the availability and schedule of these essential training courses.

- Overview
 - New leadership role with ZEB adoption
 - Establishing agency mission and policies to support ZEB fleet and expansion
 - Encouraging organizational cultural shift
 - Developing staff ownership of ZEBs
- Zero-Emission Bus Overview
 - Introduction to ZEB technology
 - Differences between ZEBs and incumbent technologies
 - ZEB demonstrations globally
 - Introduction to ZEB fueling
 - ZEB and fueling vendors
 - Industry standards developed and in development
- Zero-Emission Bus Operations
 - Introduction to zero-emission bus technology
 - Differences between ZEBs and incumbent technologies
 - Dashboard familiarization
 - ZEB fueling training
 - Preventing road calls
- Zero-Emission Bus Maintenance

- Introduction to ZEB technology
- Differences between ZEBs and incumbent technologies
- Preventative maintenance practices for ZEBs
- Unscheduled maintenance practices for ZEBs
- General and high-voltage safety training
- Basic diagnostics and troubleshooting
- Fiscal Management
 - ZEB grant management
 - ZEB total cost of ownership
 - Funding opportunities
 - ZEB budget development
- Zero-Emission Bus Procurement
 - Federal Transit Administration guidelines for ZEBs
 - American Public Transportation Association White Book: Zero-Emission Technical Standards
 - Contract Options for ZEBs
- Zero-Emission Bus Policies and Regulations
 - Federal Transit Administration guidelines for ZEBs
 - American Public Transportation Association White Book: Zero-Emission Technical Standards
 - Contract Options for ZEBs
- Planning for ZEB Operation
 - Federal Transit Administration guidelines for ZEBs
 - American Public Transportation Association White Book: Zero-Emission Technical Standards
 - Contract Options for ZEBs

As more ZEBs are put into commercial and public service, additional training programs and opportunities will arrive such as online classes. Yuba-Sutter Transit's contract maintenance staff will complete the Inspecting Electric Drive Commercial Vehicles sponsored by the Federal Motor Carrier Safety Administration in partnership with the Commercial Vehicle Safety Alliance to introduce them to ZEBs. This training as well as other options and opportunities already discussed will prepare staff for the completion of the Next Generation Transit Facility in 2026 and the arrival of BEBs in 2027.

Funding Opportunities

Yuba-Sutter Transit has been pursuing multiple funding opportunities over the past few years in preparation for the introduction of ZEBUS. Multiple requests for funding have been submitted to regional, state, and federal programs. Table 5 below lists many of the sources available for infrastructure and bus procurement.

Type	Agency	Program
Federal	United States Department of Transportation (USDOT)	Rebuilding America Infrastructure with Sustainability and Equity (RAISE) Discretionary Grant Program
		Capital Investment Grants – New Starts
		Capital Investment Grants – Small Starts
		Transit Infrastructure Project Appropriation
		Transportation Infrastructure Finance and Innovation Act (TIFIA) loan
	Federal Transportation Administration (FTA)	Bus and Bus Facilities Discretionary Grant
		Low- or No-Emission Vehicle Grant
		Metropolitan & Statewide Planning and Non Metropolitan Transportation Planning
		Urbanized Area & Rural Area Formula Grants
		State of Good Repair Grants (SGR)
		Flexible Funding Program – Surface Transportation Block Grant Program
	US Department of the Treasury	New Market Tax Credits
Opportunity Zones		
State	California Air Resources Board (CARB)	Low Carbon Fuel Standard Credits
		Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP)
		Cap-and-Trade Funding
		State Volkswagen Settlement Mitigation
		Clean Mobility Options
	California Energy Commission	California Lending for Energy and Environmental Needs (CLEEN)
		Clean Transportation Program
	California Transportation Commission (CTC)	Solution for Congested Corridor Programs (SCCP)
	California State Transportation Agency	Transit and Intercity Rail Capital Program (TIRCP)
	California Department of Transportation (Caltrans)	Low Carbon Transit Operations Program (LCTOP)
State Transit Assistance (STA) funds		
State of Good Repair (SGR)		
Local	SACOG Grant Programs	SACOG Regional Program: Transformative
		SACOG Regional Program: Maintenance & Modernization
	Yuba-Sutter Transit	Joint Development
		Sale of excess facility
		Advertising revenues
		Farebox
		Local Transportation Funds (LTF)
Public-Private Partnership		

Table 6: List of Potential Funding Sources to Fund Capital Facility Improvements and Vehicle Procurements

AGENDA ITEM V – D
STAFF REPORT

TRANSPORTATION DEVELOPMENT ACT (TDA) CLAIM FOR FY 2024

The adopted Yuba-Sutter Transit budget for FY 2024 includes the use of \$4,000,000 in Local Transportation Fund (LTF) revenue and \$1,454,000 in State Transit Assistance (STA) for operating assistance and \$303,629 in STA revenue for capital purposes. Both LTF and STA funds are made available for transit and transportation uses under the State Transportation Development Act (TDA). A claim for these funds can now be submitted to the Sacramento Area Council of Governments (SACOG) with the adoption of the attached authorizing resolution.

LTF revenue is a $\frac{1}{4}$ percent sales tax that is returned to the county of origin and distributed therein by relative population first to meet local transit needs after which the remainder is available for local streets and road maintenance. LTF funds can be used for both operating and capital purposes though Yuba-Sutter Transit has traditionally used them almost exclusively for operations. The relative annual allocation of LTF revenue among the four member jurisdictions is based on the prescribed LTF funding formula from the Yuba-Sutter Transit Joint Powers Agreement. The \$4,000,000 transit allocation for FY 2024 represents 50.4 percent of the combined SACOG adopted LTF apportionment to the four member jurisdictions (up from 40.1 percent for FY 2023). This amount is up 2.6 percent (\$100,000) over the FY 2023 allocation of \$3,900,000. Prior to FY 2022, the LTF allocation had been virtually unchanged for three years at about \$2,800,000 annually from FY 2019 through FY 2021 even as the operating budget increased by 12 percent.

STA revenue is Yuba-Sutter Transit's single source of on-going state transit funding and has historically been the primary source of local matching funds for federal capital grants. Since 2017, STA funding is derived from a sales tax on diesel fuel and a portion of vehicle registration fees. These funds are annually apportioned by SACOG to Yuba-Sutter Transit and the member jurisdictions for public transportation purposes. As a result, they are claimed in their entirety by Yuba-Sutter Transit for both capital and operating assistance though specific eligibility criteria must normally be met to use them for operations without restriction. Under separate agreements, the STA funds that are apportioned for Live Oak and Wheatland are also claimed by Yuba-Sutter Transit.

While Yuba-Sutter Transit has traditionally avoided committing a significant portion of STA funds for on-going operations, the relative allocation between operating and capital has always been an annual decision. SACOG's adopted STA apportionment for FY 2023 includes a total of \$2,274,998 in funding for Yuba-Sutter Transit. This figure is 2.2 percent lower than the \$2,326,076 revised apportionment for FY 2023. For FY 2024, the adopted budget assumes the use of \$1,454,000 in STA funding for operations and \$303,629 for capital expenditures. Of these amounts, \$1,404,629 will be funded with STA amounts claimed in prior years, which is made possible by the availability of one-time money that was available under the Federal CARES Act (2020). STA apportionments not claimed will still be available for future allocation though significant STA reserves will be needed for future capital replacement projects.

Since FY 2008, Yuba-Sutter Transit has been the direct claimant for STA funds that are apportioned for Live Oak and Wheatland pursuant to a Memorandum of Understanding with each of these jurisdictions. While the accumulated STA reserve balances for both cities had been shrinking over the years due to a combination of service expansion and increased costs, the use of federal CARES Act revenue combined with recent

increases in STA funding for these agencies has provided much needed financial security for both services at least for the next few years.

Staff will be prepared to discuss the proposed TDA claim in more detail at the Board meeting.

RECOMMENDED: Adopt Resolution No. 12-23 authorizing the submittal of Yuba-Sutter Transit's FY 2024 TDA claim as proposed or amended.

YUBA-SUTTER TRANSIT AUTHORITY
RESOLUTION NO. 12-23

FISCAL YEAR 2024 TRANSPORTATION DEVELOPMENT ACT (TDA) CLAIM AUTHORIZATION

WHEREAS, *The Sacramento Area Council of Governments (SACOG) has approved allocations of Local Transportation Development Act (TDA) revenues for the Local Transportation Fund (LTF) and State Transit Assistance (STA) programs for FY 2024 for the Counties of Yuba and Sutter; the Cities of Marysville and Yuba City; and, the Yuba-Sutter Transit Authority; and,*

WHEREAS, *SACOG has designated Yuba-Sutter Transit as the Consolidated Transportation Services Agency (CTSA) for Yuba and Sutter Counties and the cities therein; and,*

WHEREAS, *Yuba-Sutter Transit has been designated by the Cities of Live Oak and Wheatland as the claimant for all State Transit Assistance (STA) funds available to these non-member jurisdictions; and,*

NOW, THEREFORE, BE IT RESOLVED that the Yuba-Sutter Transit Authority Board of Directors does hereby authorize the Executive Director, or their designee, to submit the necessary Transportation Development Act claim forms to SACOG for FY 2024 LTF and STA funds.

NOW, THEREFORE, BE IT FUTHER RESOLVED that the Yuba-Sutter Transit Authority Board of Directors does hereby authorize the Executive Director, or their designee, to make any necessary budget amendments, transfers, accounting entries, and claim amendments to carry out the Board of Director's policies and directives pertaining to this matter and for any future revisions to FY 2024 LTF and STA apportionments by the following vote:

Ayes:

Noes:

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY INTRODUCED, PASSED AND ADOPTED BY THE YUBA-SUTTER TRANSIT AUTHORITY AT A REGULAR MEETING HELD ON JUNE 15, 2023.

Chairman of the Board

ATTEST:

*Lisa O'Leary
Secretary to the Board*

AGENDA ITEM V – E
STAFF REPORT

ANNUAL PUBLIC TRANSPORTATION AGENCY SAFETY PLAN (PTASP) REVIEW

Pursuant to FTA regulation 49 C.F.R., Part 673, known as the Public Transportation Agency Safety Plan (PTASP) rule, and Yuba-Sutter Transit's current Agency Safety Plan (ASP), an annual review of the plan was conducted in April and May of 2023. After the initial Board adoption of the ASP, which occurred in November 2020, a review of the plan is required once each calendar year for continued compliance. Any changes or updates to the plan require Board approval, but if no changes are necessary because of the review, a memo report to that effect may be created for retention with the plan records.

The annual ASP review is conducted by a collaboration of the designated Chief Safety Officer (CSO), the Executive Director and key staff involved with plan management and agency safety. The purpose of the review is to update the agency's Safety Performance Targets (SPTs) as necessary or desired, to ensure policies are being followed and to ensure required documentation and record keeping is being maintained. Additionally, the agency updates any portions of the ASP that may require it due to a determination of ineffective approaches to safety mitigation; significant changes to service delivery; introduction of new processes or procedures that may impact safety; a change or re-prioritization in resources to support the Safety Management System (SMS); or a significant change in organizational structure. Updates or changes to federal and state policy or regulations may also require a change to the ASP.

While the annual ASP review for the 2023 calendar year included updated SPT calculations that will be transmitted to Caltrans and SACOG as required, no changes or updates to the ASP are required or are being recommended at this time. This finding is now being presented to the Board for acceptance in accordance with the plan's stated timeline for annual reviews.

Staff will be prepared at the meeting to discuss elements of the ASP annual review in detail.

RECOMMENDATION: Accept the 2023 Agency Safety Plan review report as submitted.