

AGENDA ITEM III – A

**YUBA-SUTTER TRANSIT AUTHORITY
MEETING MINUTES
AUGUST 17, 2017**

With the absence of both the Chair and Vice-Chair, Director Fletcher made a motion that Director Whiteaker serve as the Acting Chair. Director Cardoza seconded the motion and it carried unanimously.

I. Call to Order & Roll Call

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

Present: Cardoza, Fletcher, Leahy, Sullenger and Whiteaker

Absent: Didbal (Chair), Pedigo and Whitmore (Vice-Chair)

II. Public Business from the Floor

None

III. Consent Calendar

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

IV. Reports

A. Preliminary Draft Passenger Policies & Procedures.

Martin stated that this issue was discussed in October 2016 at which time the Board directed staff to develop a preliminary draft document for future consideration. While this process has been delayed by the Connect Card and staff turnover, staff is now seeking Board input on the Preliminary Draft Passenger Policies and Procedures and authorization to release it as proposed or amended for public review and comment.

Director Leahy noting that he liked the review and appeal process made a motion to release the Preliminary Draft Passenger Policies and Procedures as proposed for public review and comment. Director Fletcher seconded the motion and it carried unanimously.

B. Yuba-Sutter Transit Federal Title VI Plan Update.

Martin stated that in accordance with Federal requirements, no person shall, on the grounds of race, color or national origin, be excluded from participation, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. Pursuant to these requirements, a Title VI Plan must be approved by the agency Board of Directors and that plan must be updated every three years. Attached is the updated Title VI Plan for Board review and consideration.

Director Cardoza made a motion to adopt Resolution No. 9-17 approving the Title VI Plan update as proposed. Director Leahy seconded the motion and it carried unanimously.

C. Year-End System Performance Report for FY 2016/2017.

Martin stated that the FY 2017 year-end performance report is now being provided with comparisons to the same period for FY 2016. He specifically referenced the significant downward trend in both ridership and fare revenue over the last two years with no change in service hours. Martin noted that marketing efforts will soon increase and that there are upcoming projects that will enhance some bus stops and provide more technology features to the system to make the service more attractive in an attempt to increase ridership.

D. Project & Program Updates.

1. Route 1 Corridor Enhancement Plan – Public Workshop September 20, 2017

Martin stated that a public workshop in these chambers has been set for September 20th from 9:00 – 10:30 a.m. for an open house to be followed with a bus tour of the major transit centers on Route 1. This eight mile long route carries about 34 percent of the local fixed route passenger trips. Martin added that the consultants will be seeking input from the public on desired improvements and enhancements within this corridor.

2. Connect Card Electronic Fare Card Implementation

Martin stated that an agreement has been signed by Yuba County to make the Yuba County Library a Connect Card retail outlet and that the Sutter County Board of Supervisors will be considering a similar agreement at their next meeting. Martin noted these outlets are both well located and offer extended operating hours for public convenience. The Yuba College Bookstore has also expressed interest in becoming a retail outlet as well. Martin added that Connect Card financial transactions for July represented 13 percent of all Yuba-Sutter Transit fare revenue and that Yuba-Sutter Transit is the 2nd most active Connect Card system after only the Sacramento Regional Transit District.

3. New Service Brochures – Minimum Age for Senior Fare Eligibility Increase from 64 to 65 on September 1st

Martin noted that new service brochures with an effective date of September 1, 2017 have been provided for Board information. The new Ride Guide has not yet arrived. Martin noted that the main change is the increase in the minimum age for senior fare eligibility from 64 to 65 completing a three year process of increasing this minimum from 62 to 65 years of age.

V. Correspondence/Information

None

VI. Other Business

Director Cardoza informed that Board that he has toured the Yuba-Sutter Transit facility and met the staff since the last meeting and wanted to thank Mr. Martin for the tour and express his appreciation a well-run operation.

Ms. Raji Tumber, a Sutter County resident, asked to address the Board. She requested a change in the routes to serve the Sikh Temple on Tierra Buena Road. Martin responded that a hearing for the annual unmet transit needs process that is held by the Sacramento Area Council of Governments will be in October and that he would make sure that Ms. Tumber received the necessary information.

VIII. Adjournment

The meeting was adjourned at 4:20 p.m.

**THE NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY, SEPTEMBER 21, 2017
AT 4:00 P.M. IN THE YUBA COUNTY BOARD OF SUPERVISORS CHAMBERS**