

AGENDA ITEM III – A

**YUBA-SUTTER TRANSIT AUTHORITY
MEETING MINUTES
JULY 20, 2017**

I. Call to Order & Roll Call

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

Present: Bradford (Alternate), Cardoza, Didbal (Chair), Leahy, Sullenger and Whitmore (Vice-Chair)

Absent: Fletcher, Pedigo and Whiteaker

II. Public Business from the Floor

None

III. Public Hearings

A. Federal Transit Administration (FTA) Sections 5307, 5311, 5317 and 5339 Grant Applications for FY 2018.

Martin stated that this is a routine annual public hearing that Yuba-Sutter Transit is required to hold to maintain eligibility for federal funding. He continued to state that the staff report includes a summary of the federal funding that is expected to be received during the fiscal year and it is consistent with the recently adopted budget for FY 2018. Director Didbal opened up the public hearing. There was no public comment and Director Didbal closed the public hearing.

Director Cardoza made a motion to authorize the federal funding applications as submitted. Director Bradford seconded the motion and it carried unanimously.

IV. Consent Calendar

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

IV. Reports

A. Transit Advertising Program Contract Award.

Martin stated that just one response was received to the Request for Proposal (RFP) for the transit advertising program. That response, which is attached to the staff report, was from the incumbent provider Stott Outdoor Advertising. After reviewing the submitted proposal, staff and the contractor have come to an agreement for some modifications to the proposal that are summarized in the attachment to the staff report.

Key among these modifications is the contractor's exception to the Board added clause to extend the insurance and indemnity provisions to include the advertisers as this is not standard industry practice and would severely limit advertising sales. Another major issue is that Stott's proposal for a ten year contract included no capital investment on their part, but they have now agreed to an allowance for additional shelters and benches over the next ten years in addition to a commitment to install solar ad box lighting in at least half of all existing and new shelters. Due to the expanded ad space on the bus exteriors, the new contract is expected to generate about \$80,000 a year in revenue assuming 60 percent occupancy.

Martin stated that staff is now recommending that the Board award the Transit Advertising Program Contract to Stott Outdoor Advertising under the proposed terms and conditions and authorize the execution of a new contract to be prepared by counsel consistent with the terms and conditions outlined in the staff report and accompanying documents. Director Bradford inquired as to the discrepancy between the commission values for the benches and shelters compared to the bus exteriors. Martin stated that is due to the maintenance costs associated with the street furniture.

Director Cardoza made a motion to award the Transit Advertising Program Contract to Stott Outdoor Advertising under the proposed terms and conditions. Director Leahy seconded the motion and it carried unanimously.

B. Transportation Improvement Plan (TIP) for FY 2018-FY 2022.

Martin stated this is the annual Transportation Improvement Plan Program of Projects that staff brings to the Board each year following the adoption of the budget. Martin noted that the Board packet includes both the proposed version along with the previously adopted version.

Director Cardoza made a motion to approve the FY 2018 Capital Improvement Plan and the FY 2018 – FY 2022 Transportation Improvement Plan Program of Projects as proposed. Director Leahy seconded the motion it carried unanimously.

C. Feather River Air Quality Management District (FRAQMD) Blue Sky Grant Projects for FY 2017/2018.

Martin stated that staff expects to soon receive notice that applications are now being accepted for the next round Blue Sky Grants. Martin added this item is brought to the Board early each year for feedback and input on possible project concepts. After a review of the history of the program, Martin suggested that the first priority would be to continue the Discount Monthly Pass Program for another year at a value of approximately \$135,000. Martin added that bus stop improvements could be a second project such as the Simme-Seat project that was submitted, but not funded last year. He noted that these seats are designed for locations where there is either no sidewalk or where a traditional bus stop bench would not fit. He estimated that a request for \$25,000 would provide for about 25 bus stops. A third project would be to provide another \$10,000 to support the 2015 expansion of the Live Oak service from three to five days a week.

Martin stated that absent any additional Board direction that staff would prepare formal grant applications for future authorization consideration. Director Leahy favors the zero clearance seating as they would certainly be an improvement over having two chairs chained to a pole. He stated that he would like to see the Live Oak service continue as well. Director Cardoza also

supports the Live Oak expansion. Martin added that the Live Oak grant only partially supports this service which is otherwise entirely funded by the City of Live Oak and passenger fares. By consensus, the Board gave direction to staff to prepare three grant applications as proposed.

Off-Agenda Item: Targeted Green Infrastructure Fund (TFIF) Grant Memorandum of Understanding (MOU).

At the request of staff, Director Cardoza made a motion to include an off-agenda item regarding the TFIF Grant MOU because the need to take action was not known until after the agenda had been posted. Director Bradford seconded the motion and it carried unanimously.

Martin stated that the Board previously approved the submission of an application for this new Sacramento Metropolitan Air Quality Management District program for which \$80,000 was being made available on a lottery basis for bus stop improvement projects of up to \$40,000 each. Yuba-Sutter Transit was drawn third and received full funding (\$30,000) for the Johnson Park bus stop improvements so staff is now requesting Board authorization to execute the attached MOU.

Director Leahy made a motion to authorize the execution of the SMAQMD MOU as proposed. Director Cardoza seconded the motion and it carried unanimously.

V. Correspondence/Information

None

VI. Other Business

None.

VII. Adjournment

The meeting was adjourned at 4:29 p.m.

**THE NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY, AUGUST 17, 2017
AT 4:00 P.M. IN THE YUBA COUNTY BOARD OF SUPERVISORS CHAMBERS**