



MEETING NOTICE & AGENDA

DATE: Thursday, July 16, 2026
TIME: 4:00 P.M.
PLACE: Board of Supervisors Chambers
Yuba County Government Center
915 8th Street, Marysville, California

I. Call to Order and Roll Call

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

II. 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.

III. 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 matters prior to the time the Board votes on the motion unless members of the Board, staff, or public request specific items to be removed from the Consent Calendar for discussion or specific action.

- A. Minutes from the Regular Meeting of June 18, 2026. (Attachment)
- B. Disbursement List for June 2026. (Attachment)
- C. Set Public Hearing for Adoption of Lincoln/Roseville and Wheatland Service Plan. (Attachment)

IV. Action Items

- A. Public Hearing for FY 2027 Federal Transit Administration (FTA) Formula Grant Applications. (Attachment)

RECOMMENDATION: 1) Conduct a public hearing to receive comments regarding the Yuba-Sutter Transit Authority's proposed Fiscal Year (FY) 2027 federal formula grant applications.

2) Authorize the submittal of the subject FY 2027 federal formula grant funding applications as proposed or amended.

B. Project and Program Updates

1. NextGen Transit Facility Project

V. Correspondence / Information

- A. FY 2026 Independent Financial Audit Planning Communications Letter, Richardson and Co., July 9, 2026 (Attachment)

VI. Other Business

VII. Adjournment

The next regular meeting is scheduled for Thursday, August 20, 2026, at 4:00 P.M. in the Yuba County Board of Supervisors Chambers, Yuba County Government Center, 915 8th Street, Marysville, California.

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 by email at info@yubasuttertransit.com at least 72 hours in advance so such aids or services can be arranged.

AGENDA ITEM III-A
YUBA-SUTTER TRANSIT AUTHORITY
MEETING MINUTES
JUNE 18, 2026

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

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

II. Public Business from the Floor

None.

III. Consent Calendar

Director Bains joined meeting at 4:01 p.m.

Director Hudson made a motion to approve the consent calendar. Director Flores seconded the motion, and it carried unanimously. Director Kirchner abstained.

IV. Action Items

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

Executive Director Matthew Mauk presented the proposed Yuba-Sutter Transit Authority (Authority) 5-year federal Program of Projects (POP) and updated long-range Capital Improvement Plan (CIP) for Board review and approval. Mauk stated that with adoption, the POP and CIP will be incorporated into the region's federally required short- and long-range transportation improvement plans. Mauk noted that the requested actions were for planning and programming of federal funds and did not constitute approval of individual project expenditures.

Director Bains made a motion to approve the Authority's 5-Year MTIP Program of Projects and Long-Range Capital Improvement Plan as proposed. Director Hudson seconded the motion, and it carried unanimously.

B. Transportation Development Act (TDA) Claim for FY 2027.

Mauk stated the requested action authorizes submitting the Authority's annual Transportation Development Act (TDA) Claim to the Sacramento Area Council of Governments (SACOG) consistent with the adopted budget.

Director Bains made a motion to adopt Resolution No. 06-26 authorizing the submittal of the Authority's Fiscal Year (FY) 2027 TDA claim as proposed. Director Bradford seconded the motion, and it carried unanimously.

C. Administrative Salary and Benefit Recommendations.

Mauk discussed the recommended action for approval of a 2% cost-of-living salary adjustment (COLA) for all administrative staff effective July 1st, and the immediate application for state short-term disability and family leave insurance (SDI) coverage for the participating employees. Mauk reviewed the background and fiscal impacts of the requested actions outlined in the written staff report and highlighted the terms of participation in the state's SDI program.

Director Bradford made a motion to approve an administrative COLA of 2%, to adopt the resulting administrative Salary Schedule, effective July 1, 2026, and to approve Resolution No. 08-26 authorizing the submittal of an application for elective coverage of SDI to the California Employment Development Department (EDD). Director Flores seconded the motion, and it carried unanimously.

D. FY 2022-2024 Triennial Performance Audit Report.

Mauk reviewed the results of the Authority's FY 2022-2024 triennial performance audit conducted in accordance with the Transportation Development Act (TDA). Mauk stated that the audit found the Authority to be fully compliant with all applicable TDA requirements and included two recommendations related to ensuring timely disbursement of TDA funds, formalizing an operating reserve policy, and continued periodic review of fare policies. (Receive and File)

E. Annual Agency Safety Plan (ASP) Update.

Mauk reported on the results of the annual ASP review and stated that the resulting updated safety performance targets will be submitted to SACOG and the California Department of Transportation in accordance with regulations. Mauk stated that the updates included minor updates to the narrative to reflect current safety procedures. (Receive and File)

F. NextGen Transit Plan Implementation.

Mauk reviewed progress to date on implementation of the adopted NextGen Transit Plan (Plan) and stated the intent of the agenda item was to solicit input from the public and Board direction on the remaining and/or deferred elements of the Plan. Issues discussed included the service design, launch and recommended fares for the planned Lincoln and Roseville route; deferred cancelation of local fixed routes and expansion of additional microtransit pending additional analysis and technology integrations; recommended increases to commuter route fares; and deferment of additional local route fare increases.

The Board expressed support for staff's service and fare recommendations, affirmed the need to conduct a formal update of the Plan, and directed staff to pursue the potential of a park and ride stop at the casino in Wheatland, discounts for fare autoloads/subscriptions, service to Plumas Lake.

G. Project and Program Updates.

1. NextGen Transit Facility Project

Mauk reported that efforts continue with the Federal Transit Administration for environmental clearance in time to obligate the \$15M RAISE grant expiring September 30th. Mauk reported staff is also pushing Caltrans staff to review and approve procurement documents for our construction management solicitation.

2. Customer Satisfaction Survey

Mauk reported on the results of the customer satisfaction survey conducted by Authority staff in May and June. Mauk reported the Authority received an average of 4.3 out of 5 overall, with 65% of respondents reporting no major barriers to using the services. Mauk summarized other comments received related to service frequency and availability, and that the highest ratings were for helpfulness and courtesy of the bus drivers.

3. Yuba County Youth Pass Program Award

Mauk acknowledged Director House and the Yuba County Board of Supervisors for a recent grant award of \$5,000 to subsidize free youth passes for Yuba County youth while supplies last.

V. Correspondence/Information

None.

VI. Other Business

None.

VII. Adjournment

The meeting was adjourned at 4:58 p.m.

AGENDA ITEM III - B
YUBA-SUTTER TRANSIT
DISBURSEMENT LIST
MONTH OF JUNE 2026

CHECK NO.	AMOUNT	VENDOR	PURPOSE
EFT	\$ 9,359.07	CALPERS HEALTH	HEALTH INSURANCE - JUNE 2026
EFT	\$ 5,590.19	CALPERS RETIREMENT	RETIREMENT PAYMENT (EMPLOYER SHARE) - MAY 2026
EFT	\$ 854.00	CALPERS 457 PLAN	EMPLOYER CONTRIBUTION - MAY 2026
EFT	\$ 816.93	CYPRESS DENTAL ADMINISTRATORS	DENTAL & VSP INSURANCE - JUNE 2026
EFT	\$ 56,927.90	PAYROLL	PAYROLL - MAY 2026
EFT	\$ 1,119.99	PRINCIPAL MUTUAL LIFE INSURANCE	L/D/LTD INSURANCE - JUNE 2026
EFT	\$ 598.72	CARDMEMBER SERVICES	CREDIT CARD: ADOBE, CANVA, RACK CARDS & MAILING LABELS
EFT	\$ 41.49	CALIFORNIA WATER SERVICE	FIRE SUPPRESSION - JUNE 2026
EFT	\$ 453.89	CALIFORNIA WATER SERVICE	WATER: 5/13/2026 - 6/11/2026
EFT	\$ 301.44	COMCAST BUSINESS SERVICES	INTERNET SERVICES - JUNE 2026
EFT	\$ 4,638.85	PG&E	ELECTRIC AT 2100 B ST 5/12/2026 - 6/09/2026
EFT	\$ 60.06	PG&E	PARKING LOT LIGHTS - JUNE 2026
EFT	\$ 101.66	PG&E	GAS AT 2100 B ST - MAY 2026
EFT	\$ 29.34	PG&E	ELECTRIC AND GAS AT 1430 MELODY RD - 4/14/2026 TO 5/12/2026
EFT	\$ 30.31	PG&E	ELECTRIC AND GAS AT 1430 MELODY RD - 5/13/2026 TO 6/05/2026
EFT	\$ 350.73	VERDANT COMMERCIAL CAPITAL	COPY MACHINE LEASE - MAY 2026
EFT	\$ 100.00	DAVID SHAW	BOARD MEETING - 5/21/2026
EFT	\$ 100.00	RENICK HOUSE	BOARD MEETING - 5/21/2026
EFT	\$ 100.00	TONI COLE	BOARD MEETING - 5/21/2026
EFT	\$ 31,934.94	TACENERGY	BUS FUEL - RENEWABLE DYED DIESEL
EFT	\$ 15,789.65	RAMOS OIL COMPANY	BUS FUEL - GAS 5/11/2026 - 5/31/2026
EFT	\$ 8,643.09	RAMOS OIL COMPANY	BUS FUEL - GAS 6/1/2026 - 6/10/2026
EFT	\$ 2,534.18	THE LE FLORE GROUP	NGTF CONSULTING - MAY 2026
EFT	\$ 900.00	THE LE FLORE GROUP	CONTRACT TRANSPORTATION SERVICES - MAY 2026
EFT	\$ 5,196.00	MSC INTEGRATION	LIVE VIDEO MONITORING - JUNE 2026 AT 1430 MELODY RD
EFT	\$ 251.50	UTILITY MANAGEMENT SERVICES	SEWER - JUNE 2026
EFT	\$ 136.02	PRIMEPAY	PAYROLL FEES - MAY 2026
EFT	\$ 2,820.00	VIA TRANSPORTATION INC	VEHICLE FEES - MAY 2026
EFT	\$ 317.75	ELAVON	MERCHANT SERVICE FEE - JUNE 2026
19661	\$ 423.47	ADVANCED DOCUMENTS CONCEPTS	COPY MACHINE CHARGES - MAY 2026
19662	\$ 63,884.99	AECOM TECHNICAL SERVICES INC	NEXT GEN FACILITY ENGINEERING SERVICES - APRIL 2026
19663	\$ 175.00	ALL SEASON'S TREE & TURF CARE	LANDSCAPING & WEED CONTROL - MAY 2026
19664	\$ 100.00	BRUCE BUTTACAVOLI	BOARD MEETING 5/21/2026
19665	\$ 3,498.79	CONNECT CARD REGIONAL SERVICE CENTER	CONNECT CARD SALES - MAY 2026
19666	\$ 100.00	DAN FLORES	BOARD MEETING 5/21/2026
19667	\$ 38,129.54	HUNT & SONS INC	BUS FUEL - RENEWABLE DYED DIESEL
19668	\$ 100.00	KARM BAINS	BOARD MEETING 5/21/2026
19669	\$ 325.00	LETTER PUBLICATIONS	1YR RENEWAL FOR TRANSIT ACCESS REPORT
19670	\$ 8,875.00	MESCHER DOOR COMPANY	COMMERCIAL DOOR INSTALL - 1430 MELODY RD
19671	\$ 2,259.90	QUEST	MAINTENANCE OF BUS STOPS/SHELTERS - MAY 2026
19672	\$ 1,100.00	RC JANITORIAL	JANITORIAL SERVICES - MAY 2026
19673	\$ 1,924.75	SC FUELS	DEF FLUID
19674	\$ 591,839.47	STORER TRANSIT SYSTEMS	CONTRACT SERVICES & VEHICLE INSURANCE - 4/2026
19675	\$ 710.00	STREAMLINE	WEBSITE SERVICES - JUNE 2026
19676	\$ 87.12	SUTTER COUNTY LIBRARY	CONNECT CARD COMMISSION - MARCH 2026
19677	\$ 436.80	T-MOBILE	WIFI SERVICES ON BUSES - MAY 2026
19678	\$ 1,186.00	T-MOBILE	WIFI SERVICES ON BUSES: 4/21/2026 - 5/20/2026
19679	\$ 3,084.56	TEHAMA TIRE SERVICE INC	TUBES/TIRES
19680	\$ 590.00	TELELINK BUSINESS TELEPHONE SYSTEMS	TELEPHONE SERVICES - JUNE 2026
19681	\$ 26,543.17	HUNT & SONS INC	BUS FUEL - RENEWABLE DYED DIESEL
19682	\$ 40.00	MARYSVILLE POLICE DEPARTMENT	ALARM PERMIT FY 2027
19683	\$ 73.46	OLIVEHURST PUBLIC UTILITY DISTRICT	WATER & SEWER AT 1430 MELODY RD - MAY 2026
19684	\$ 306.69	QUILL CORPORATION	OFFICE SUPPLIES: TAB DIVIDERS, LAMINATING POUCHES & CARDSTOCK
19685	\$ 454.33	QUILL CORPORATION	JANITORIAL SUPPLIES: PAPER TOWELS, TOILET PAPER & TRASH BAGS
19686	\$ 956.25	RICH, FUIDGE, BORDSEN & GALYEAN INC	LEGAL SERVICES: 5/21/2026 - 6/11/2026
19687	\$ 842.62	SC FUELS	DEF FLUID
19688	\$ 60.00	SHELBY'S PEST CONTROL	PEST CONTROL SERVICES - JUNE 2026
19689	\$ 4,501.76	TEHAMA TIRE SERVICE INC	TUBES/TIRES
	\$ 902,706.37		

**LAIF
TRANSFERS**

6/30/2026 \$ 1,000,000.00 TRANSFER FROM LAIF TO CHECKING

**AGENDA ITEM III-C
STAFF REPORT**

**SET PUBLIC HEARING FOR ADOPTION OF LINCOLN/ROSEVILLE
AND WHEATLAND SERVICE PLAN**

RECOMMENDATION: Set a public hearing for 4:05 p.m. on Thursday, September 17, 2026, to receive comments on the proposed Lincoln/Roseville fares and service plan, and the resulting discontinuation of the existing Wheatland Route.

Background

Based on a recommendation in the adopted NextGen Transit Plan and subsequent Board direction, current plans include launch of a new connector service to Lincoln/Roseville in October 2026. The service is planned as an express route/demand-response hybrid, operating Monday – Saturday, serving the State Route (SR) 65 corridor between Marysville and Lincoln/Roseville. As proposed, the route will serve the City of Wheatland with bi-directional fixed route and demand-response service, effectively replacing the existing, largely underutilized Wheatland Route.

Discussion

With the requested action, the staff recommends setting the date and time for a public hearing during the regular Board meeting on September 17, 2026, at 4:05 p.m. to accept public comments prior to adopting a recommended service plan and fares for the planned Lincoln/Roseville service. In addition, the public hearing will address the resulting discontinuation of the existing Wheatland Route in favor of the new and expanded services.

If approved, a public hearing notice will be published locally and posted on the agency’s website at least thirty days prior to the date of the meeting.

Fiscal Impact

None.

**AGENDA ITEM IV-A
STAFF REPORT**

**PUBLIC HEARING FOR FY 2027 FEDERAL TRANSIT ADMINISTRATION (FTA)
FORMULA GRANT APPLICATIONS**

- RECOMMENDATION:
- 1) Conduct a public hearing to receive comments regarding the Yuba-Sutter Transit Authority's proposed Fiscal Year (FY) 2027 federal formula grant applications.

 - 2) Authorize the submittal of the subject FY 2027 federal formula grant funding applications as proposed or amended.

Background

Federal Transit Administration (FTA) requirements stipulate that a public hearing must be held to accept comments prior to the submittal of federal grant applications. The purpose of the hearing is to provide an opportunity for public comment regarding the recipient's program or programs to be funded by the subject grants.

The public hearing is for federal grant applications to be submitted for FY 2027 and a notice for this hearing was published in the local newspaper on June 12, 2026.

Discussion

The combined urbanized and non-urbanized area federal operating assistance for the period is estimated at \$3,300,000. The operating grant applications include \$3,000,000 in Section 5307 urban area formula funds and \$300,000 in Section 5311 rural area formula funds. Local funds required to complete the proposed FY 2027 projects are estimated at \$7,501,500 for a total of \$10,801,500. Local funding will be primarily derived from state and local Transportation Development Act funds, state bond funds and passenger fares. The capital program includes \$190,394 in Section 5311 rural formula funds toward the purchase of one, replacement commuter bus.

With the requested action, following receipt of any public comment, staff is recommending authorization to submit applications for federal funding allocated to the adopted Yuba-Sutter Transit operating and capital budgets for FY 2027, and the approved Metropolitan Transportation Improvement Plan (MTIP) capital project, Commuter Bus Fleet Replacement (MTIP ID#YST10535). Staff will be prepared at the meeting to review the entire federal program as desired.

Fiscal Impact

The subject federal grant applications represent an estimated combined total of \$3,490,394 in federal funding for both operating (\$3,300,000) and capital (\$190,394) projects.

To the Board of Directors
Yuba-Sutter Transit Authority
Marysville, California

We are engaged to audit the financial statements of the business type activities of the Yuba-Sutter Transit Authority (the Authority) for the year ended June 30, 2026. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

Our Responsibility under U.S. Generally Accepted Auditing Standards and *Government Auditing Standards* and the Uniform Guidance

As stated in our engagement letter dated June 19, 2025, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

In planning and performing our audit, we will consider the Authority's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide assurance on the internal control over financial reporting. We will also consider internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with the Uniform Guidance.

As part of obtaining reasonable assurance about whether the Authority's financial statements are free of material misstatement, we will perform tests of its compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions is not an objective of our audit. Also in accordance with the Uniform Guidance, we will examine, on a test basis, evidence about the Authority's compliance with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Compliance Supplement applicable to each of its major federal programs for the purpose of expressing an opinion on the Authority's compliance with those requirements. While our audit will provide a reasonable basis for our opinion, it will not provide a legal determination on the Authority's compliance with those requirements.

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to the schedule of the proportionate share of the net pension liability, schedule of contributions to the pension plan, schedule of changes in the net OPEB liability and related ratios and schedule of contributions to the OPEB plan, which supplement the basic financial statements, is to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI will not be audited and, because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance, we will not express an opinion or provide any assurance on the RSI.

To the Board of Directors
Yuba-Sutter Transit Authority

We have been engaged to report on the schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, which accompany the financial statements but is not RSI. Our responsibility for this supplementary information, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

We will prepare the financial statements, will post adjustments to our trial balance that management approves, and will prepare the schedule of expenditures of federal awards and related notes. These nonaudit services do not constitute an audit under *Government Auditing Standards*.

Planned Scope, Timing of the Audit, Significant Risks, and Other

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of the entity and its environment, including the system of internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

We have identified the following significant risk(s) of material misstatement as part of our auditing planning, which audit standards indicate should be considered as part of audit planning.

- Management override of controls.
- Improper revenue recognition (with exception of fares as predictable and stable).
- Understatement due to improper cut-off of cost reimbursement grants.

We expect to begin our audit on approximately September 21, 2026 and issue our report on approximately December 31, 2026. Brian Nash is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

This information is intended solely for the use of Board of Directors and management of the Authority and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Richardson & Company, LLP

July 9, 2026