

AGENDA ITEM IV – A

YUBA-SUTTER TRANSIT AUTHORITY MEETING MINUTES May 19, 2022

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

Present: Bains, Blaser, Buttacavoli, Fuhrer, Hudson (Chair), Kirchner (Vice-Chair), and Shaw
Absent: Micheli

II. Public Business from the Floor

None.

III. Consent Calendar

Director Shaw made a motion to approve the consent calendar. Director Bains seconded the motion and it carried unanimously.

IV. Reports

A. Yuba-Sutter Transit Operating and Capital Budget for FY 2022/2023.

Martin stated that the preliminary draft budget was provided in March and the revised budget was presented in April. Year-end expenditures for FY 2022 are now projected at \$8,004,000 which is up slightly from the preliminary draft version due primarily to higher fuel costs. The final draft budget for FY 2023 is now at \$8,855,000 which is about \$85,000 more than the preliminary draft budget, but the final Capital Budget is unchanged from March. Martin reported that the budget is higher due again to rising fuel costs even though the budgeted amount of vehicle service hours has been dropped 85,000 to 80,300

On the revenue side, Martin reported we have used a lot of federal relief funds in recent years to offset the use of local LTF and STA, but the last of the federal relief funds will be spent in FY 2023 from the American Rescue Plan. As a result, the required LTF allocation from the four member jurisdictions will be \$3.9 million for FY 2023 which is still just 40 percent of the combined amount available to the four jurisdictions. This figure is down from 47 percent from FY 2022 and would be the lowest since 2014. The proposed budget also makes assumptions regarding the transition of the RWMA to direct staffing during the fiscal year. He noted that the budget also assumes continuation of the FRAQMD funded discount pass program beyond the current March 31, 2023 expiration date as we expect to apply for another grant this fall. Looking to the future, the facility project is the number one issue followed by the transition to zero-emission buses.

Director Blazer asked a question regarding about how to get from West Sacramento to Marysville? Martin responded that depending on the day of the week and time of travel they would need to walk across the Tower Bridge or catch Yolobus to catch Yuba-Sutter Transit in Downtown Sacramento.

Director Bains made a motion to adopt Resolution No. 7-22 approving the FY 2022/2023 budget as proposed or amended. Director Buttacavoli seconded the motion and it carried unanimously.

B. Local Transportation Fund (LTF) Apportionment for FY 2022/2023.

Martin stated that pursuant to the Yuba-Sutter Transit JPA, the annual Local Transportation Fund (LTF) apportionment among the four member jurisdictions is conducted through a four-part formula and a two-part process. 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. If the resulting value for one or more jurisdictions exceeds the amount of LTF available to a jurisdiction, the resulting shortfall is apportioned to the remaining jurisdictions using the same formula. Martin noted that this second step is not necessary for FY 2023 as the apportionment did not result in a shortfall for any jurisdictions.

In response to a question from Director Shaw regarding the source of these funds, Martin stated that LTF is derived from a one-quarter percent sales tax that comes back to the count of origin and is allocated to the jurisdictions by relative population. In counties under 200,000 in population, the money is to be used first for public transit with anything that may remain being available for local street and road maintenance.

Director Bains made a motion to adopt Resolution No. 8-22 establishing the LTF contributions for each member jurisdiction for FY 2022/2023 as proposed. Director Shaw seconded the motion and it carried unanimously.

C. Set a Public Hearing on Yuba-Sutter Transit's FY 2022/2023 Federal Funding Application.

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

Director Buttacovoli made a motion to set the public hearing on Yuba-Sutter Transit's FY 2023 federal funding applications for 4:00 p.m. on Thursday, July 21, 2022 as proposed. Director Blazer seconded the motion and it carried unanimously.

D. Federal Transit Administration (FTA) Triennial Review Report for Fiscal Years Ending 2018, 2019, 2020 and 2021.

Martin state that the Federal Transit Administration (FTA) conducts a comprehensive compliance review of Yuba-Sutter Transit every three years office. Because of pandemic related delays, this review covered four fiscal years from FY 2018 through FY 2021, but it will return to a three-year period in the next review cycle. FTA's review of 23 general areas with multiple sub-areas resulted in just two findings or deficiencies for Yuba-Sutter Transit in two areas. As noted in the draft report, one finding has already been closed and another related to the temporary May 2020 service reductions requires Board action. While those emergency pandemic related service reductions were permitted without public notice, any reductions lasting longer than one year required an opportunity for public comment and the May 2020 service reductions remain in place. As a result, a public hearing regarding the reduced service is now required to clear this finding.

Director Buttacovoli made a motion to set a public hearing to receive comments on the May 2020 service reductions for 4:00 p.m. on Thursday, July 21, 2022 as proposed. Director Shaw seconded the motion and it carried unanimously.

E. Annual Public Transportation Agency Safety Plan (PTASP) Review.

Martin noted that the Yuba-Sutter Transit Agency Safety Plan is a requirement under the federal Public Transportation Safety Plan rule and that it is required that the Safety Plan be reviewed annually. After a review of the Safety Plan, staff is not recommending any changes or updates to the plan.

Director Buttacavoli made a motion to accept the 2022 Agency Safety Plan review report as proposed. Director Bains seconded the motion and it carried unanimously.

F. Third Quarter Performance Report.

Martin noted that the performance report covers the first three quarters of the fiscal year. This is the first fiscal year for which progress can clearly be measured during the pandemic years and staff has attached a graph showing ridership by month over the last four years for comparison. The average month-to-month change to-date between FY 2021 and FY 2022 is about 30 percent. While we expect ridership to continue to grow in the future, it is expected to remain well below pre-pandemic levels in FY 2023.

G. Project & Program Updates.

1. COVID-19 Impact, Response & Recovery

Martin stated that current ridership patterns were discussed in the previous item.

2. Comprehensive Operational Analysis / Short-Range Transit Plan Kick-Off

Martin stated that a kick-off meeting with our contractor was held on May 9th. One of their first tasks was to find a better name for the project and we have decided on "NextGen Transit Plan". The on-site kick-off will be the week of May 31st where they will ride buses, talk to drivers, talk to operations staff, and observe how the system operates. Public outreach will begin in August and September.

3. Regional Waste Management Authority (RWMA) Staff Transition

Martin stated the RWMA transition is moving forward again. We have two finalists for the Management Analyst position and are hoping to make an appointment by the end of May. We have three finalists for the Executive Director position, and all are set to interview with the RWMA TAC on May 26th and we are hoping that an appointment can be made in July.

4. June 16, 2022 Board Meeting Cancellation Reminder

Martin reminded the Board that the regular June meeting has been canceled.

V. Correspondence/Information

Director Blazer noted that a commuter train stop is being planned in Marysville by 2025 stating that the stop would be located on an 800' platform behind Tracey's Diner and be served by four trains a day

VI. Closed Session

A. Public Employee performance Evaluation Pursuant To Government Code Section 54957. Position Title: Executive Director

The Board adjourned to closed session at 4:30 p.m.

The Board reconvened at 4:35 p.m. stating that there was no reportable action from the closed session.

VII. Other Business

None

VIII. Adjournment

The meeting was adjourned at 4:36 p.m.

THE NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY, JULY 21, 2022 AT 4:00 PM IN THE YUBA COUNTY BOARD OF SUPERVISORS CHAMBERS UNLESS OTHERWISE NOTICED.

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