



MEETING NOTICE & AGENDA

DATE: Thursday, January 15, 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**

II. **Board Business**

A. Election of Officers for 2026. (Attachment)

RECOMMENDATION: Election of a Chair and Vice Chair of the Yuba-Sutter Transit Authority Board of Directors for the calendar year 2026.

B. Statements of Economic Interest for 2026. (Attachment)

RECOMMENDATION: Information only.

C. 2025 Executive Director's Report. (Attachment)

RECOMMENDATION: Information only.

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 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 November 20, 2025. (Attachment)

B. Disbursement List for November 2025. (Attachment)

C. Disbursement List for December 2025. (Attachment)

D. Monthly Performance Report for November 2025. (Attachment)

E. Monthly Performance Report for December 2025. (Attachment)

F. Annual Investment Policy Review. (Attachment)

RECOMMENDATION: Receive and file the annual Investment Policy review.

G. Cooperative Agreement with City of Yuba City for the Shasta and Alturas Streets Bus Pad Improvements. (Attachment)

RECOMMENDATION: Authorize the Executive Director to execute a cooperative agreement with the City of Yuba City for cost sharing of the Shasta and Alturas Streets Bus Pad Improvements Project, as proposed or amended.

V. Action Items

A. Maintenance Truck Purchase Authorization. (Attachment)

RECOMMENDATION: 1. Authorize the issue of a purchase order with Winner Chevrolet, in an amount not-to-exceed \$91,500, for the purchase and delivery of a replacement maintenance truck per State Contract #1-22-23-20E, as proposed or amended.

2. Approve a corresponding increase to the Vehicle Purchase/Replacement line-item project amount from \$45,000 to \$95,000 in the Fiscal Year (FY) 2026 Capital Budget.

B. Request for Proposals for Construction Management of the NextGen Transit Facility Project. (Attachment)

RECOMMENDATION: Authorize the issue of a Request for Qualifications and Proposals (RFP) seeking qualified firms to provide Construction Management services for the Next Generation Transit Facility Project, pending final approval of procurement documents by authorities having jurisdiction.

C. Bus Stop Cleaning and Maintenance Contract Award. (Attachment)

RECOMMENDATION: Approve the award of a contract to Quality Education Services and Training (QuEST) to provide weekly bus stop cleaning and maintenance services for a maximum five-year term, as proposed or amended.

D. Project and Program Updates

1. Mobility on Demand (MOD) Performance Report
2. Sacramento Urbanized Area Federal Funding Distribution MOU
3. California Air Resources Board ICT Waiver Request
4. Lincoln/Roseville Service Planning

VI. Closed Session

A. Public Employee Performance Evaluation (Pursuant to Government Code Section 54957)

Position Title: Executive Director

VII. Correspondence / Information

VIII. Other Business

IX. Adjournment

THE NEXT REGULAR MEETING IS SCHEDULE FOR THURSDAY, February 19, 2026, AT 4:00 P.M. IN THE BOARD OF SUPERVISORS CHAMBERS, YUBA COUNTY GOVERNMENT CENTER

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 II-A
STAFF REPORT

ELECTION OF BOARD OFFICERS FOR 2026

RECOMMENDATION: Election of a Chair and Vice Chair of the Yuba-Sutter Transit Authority Board of Directors for the calendar year 2026.

Background

Article V, *Chairman and Vice Chairman*, of the Bylaws of the Yuba-Sutter Transit Authority Board of Directors (Bylaws), adopted December 17, 2015, states the following:

“The Board shall annually elect a Chairman and Vice Chairman. The Chairman shall preside over all meetings of the Authority’s Board of Directors. In the Chairman’s absence the Vice Chairman shall serve in place of the Chairman. The Chairman may call special meetings but shall have no other power or authority greater than any other member of the Board. In the absence of the Chairman and Vice Chairman, a majority of the Board may designate from among its members an individual to act as Chairman Pro Tempore.”

Discussion

The Bylaws do not designate term limitations for Board officers nor identify a specific jurisdictional rotation for the Chair and Vice Chair. Customarily, new or returning Board officers are elected by formal action at the beginning of the first regular Board meeting of the calendar year and the two officers are typically chosen from alternate member jurisdictions.

With the requested action, staff recommends the Board conduct elections for Chair and Vice Chair for calendar year 2026 in accordance with the Bylaws.

Fiscal Impact

None.

AGENDA ITEM II-B
STAFF REPORT

STATEMENTS OF ECONOMIC INTEREST FOR 2026

RECOMMENDATION: Information only.

Discussion

Members of the Yuba-Sutter Transit Board of Directors and alternates are required to file annual Statements of Economic Interest with the Fair Political Practices Commission (FPPC). For continuing members and alternates, these annual statements are due to the FPPC by April 1, 2026. An Assuming Office Statement must be filed by new members and alternates within 30 days, and for those leaving an office, a Leaving Office Statement must be filed within 30 days.

These requirements may be met by filing an extended statement, which is a copy of the FPPC Form 700 that will be prepared for your individual jurisdiction. It must, however, include your position as a member or alternate of the Yuba-Sutter Transit Authority Board of Directors, and have an original signature and date of the verification on Page 1. The information reported must cover all reportable interests in the service area, which includes all of Yuba and Sutter Counties. Form 700 is available online, and a copy of the Yuba-Sutter Transit Conflict of Interest Statement Code is available on request.

The Clerk to the Yuba-Sutter Transit Authority Board of Directors is available by phone at (530) 634-6880 during normal business hours, or by email to lisa@yubasuttertransit.com for any questions related to the Statement of Economic Interest filings.

Fiscal Impact

None.

AGENDA ITEM II-C STAFF REPORT

2025 ANNUAL EXECUTIVE DIRECTOR'S REPORT

RECOMMENDATION: Information only.

Organizational History

The Yuba-Sutter Transit Authority (Yuba-Sutter Transit), known as the Hub Area Transit Authority until January 1993, was formed in 1975 by Sutter and Yuba Counties and the Cities of Marysville and Yuba City as a Joint Powers Authority (JPA) for the provision of public transit services. Since its inception, Yuba-Sutter Transit has carried out this charge by contracting with private transportation companies for the operation of all services.

From 1975 to 1979, service was provided exclusively to seniors and persons with disabilities through a contract with a local taxicab company for the "Our Car" taxi subsidy program. As a condition of a legal settlement with California Rural Legal Assistance (CRLA), this service was replaced and expanded in 1979 with the purchase of thirteen mini-buses to implement a general-public demand response service known as Dial-A-Ride. A network of local fixed routes was added in 1982. Since 1979, a regional or national transportation provider (currently Storer Transit Systems) has operated Yuba-Sutter Transit's core services.

In January 1988, following an independent operational analysis prompted by poor system performance, the service was significantly reduced with the elimination of the local fixed routes, Sunday service, and most rural area services in favor of a general-public, zonal dial-a-ride system for the urban area. At the same time, Sutter County withdrew from the Authority to establish a taxi subsidy program for service to the unincorporated urban areas of the county. That service was discontinued when Sutter County rejoined the Authority in January 1991.

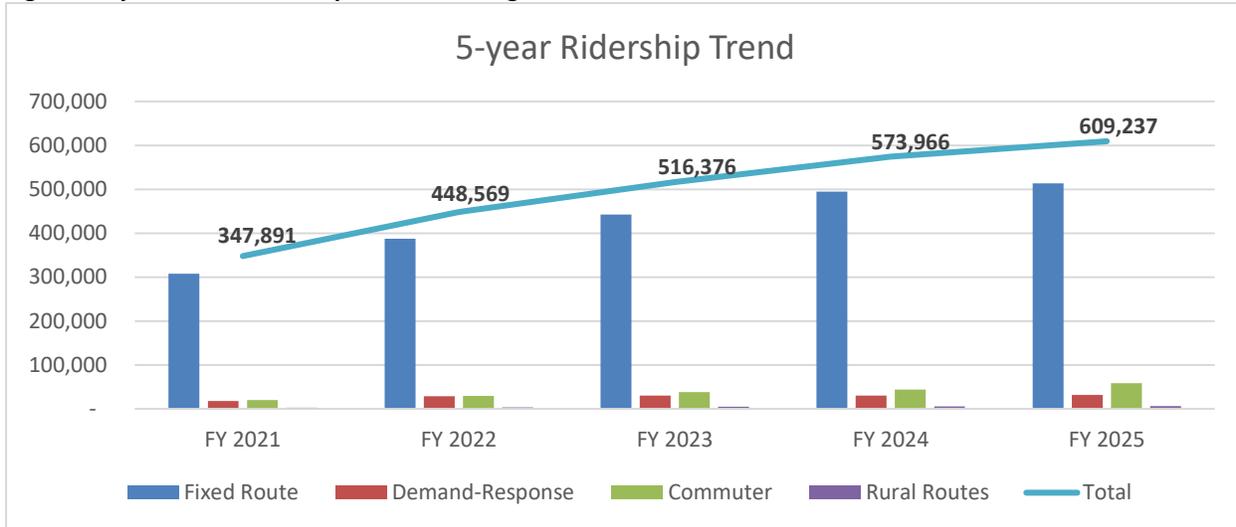
In response to the 1988 operational and organizational changes, CRLA filed another lawsuit against the Authority, the member jurisdictions and the Sacramento Area Council of Governments (SACOG). The resulting settlement agreement in 1990 led to the 1992 completion of a fixed route feasibility study and a comprehensive marketing plan. As a result of these studies, local fixed route service was reinstated, and the entity's name was changed to Yuba-Sutter Transit in January 1993.

Services Provided

Yuba-Sutter Transit currently offers local fixed routes, local demand response and paratransit services, express commuter and midday service to downtown Sacramento, and three rural deviated fixed routes serving Live Oak, Wheatland, and the Yuba County foothills. In FY 2019, the last full fiscal year before the COVID-19 pandemic took hold locally, Yuba-Sutter Transit operated a combined 92,571 vehicle service hours and provided 931,951 one-way passenger trips. In FY 2021, the first full fiscal year of the pandemic, the Authority operated a combined 76,888 vehicle service hours (down 17% from FY 2019) and provided just 347,891 one-way passenger trips (down 63% from FY 2019). However, as illustrated in Figure 1, systemwide ridership has continued to climb since the depths of the pandemic, increasing 29% from FY 2021 to FY 2022, another 15% in FY 2023, over 11% in FY 2024, and just over 6% in FY 2025. This significant

rebound in ridership is despite the operation of -18% less annual service hours in 2025 compared to FY 2019.

Figure 1. Systemwide Ridership FY 2021 through FY 2025



Local Fixed Routes: The local fixed route system provides service every 30 to 60 minutes on six routes serving Yuba City, Marysville, Linda, and Olivehurst. As of January 21, 2025, service is provided each weekday from approximately 6:30 a.m. to 8:00 p.m. and from approximately 8:30 a.m. to 5:30 p.m. on Saturdays. Yuba-Sutter Transit does not operate any service on Sundays or major holidays. Since the frequency of Route 2 in Yuba City was reduced early in the pandemic, the local fixed route service requires a total of twelve buses in simultaneous operation each day.

After being reintroduced in 1993, the local fixed route system experienced steady and often spectacular annual ridership growth in response to numerous service expansions and enhancements. In a typical pre-pandemic year, approximately 56% of the operation was provided as urban fixed route service. Fixed route ridership peaked in FY 2015 at 1,066,580 passenger trips before dropping each year to 731,507 trips in FY 2019, a four-year reduction of 31%. During the peak of the pandemic in FY 2021, local fixed route ridership dropped to just 307,518 annual passenger trips, down 58% from FY 2019. As of the end of FY 2025, however, local fixed route ridership had recovered to just over 70% of pre-pandemic levels.

Dial-A-Ride: This service is provided within the urban area during regular weekday and Saturday fixed route service hours. As of January 2025, the service is available until 8:00 p.m. Monday through Thursday and 9:30 p.m. on Fridays. Dial-A-Ride service is available only to eligible seniors (aged 65 and over) and people with disabilities. Dial-A-Ride also includes Yuba-Sutter Transit’s complimentary paratransit service as required under the Americans with Disabilities Act (ADA). Dial-A-Ride carried 59,093 passenger trips in FY 2019, but ridership dropped in FY 2021 during the peak of the pandemic to just 17,556 trips (down 70% from FY 2019) and the number of Dial-A-Ride service hours operated were also cut by 31% over the same period due to reduced demand. Ridership rebounded significantly post-pandemic, but demand plateaued somewhat in 2025, and the local Dial-A-Ride service now accounts for approximately 19% of the operation. Through the first five months of FY 2026, Dial-A-Ride ridership is 40% higher than the same period in FY 2021.

Microtransit Pilot: Launched in late May of 2025, the new Mobility on Demand (MOD) pilot program operated by Yuba-Sutter Transit is a demand-response, corner-to-corner transportation service, currently available in Linda and Olivehurst. The service is accessed through a phone or desktop scheduling application like that of other popular ride-hailing apps, or by calling in to request a ride from a dispatcher. The service is provided with a fleet of six smaller, low-floor vans that are specially branded and equipped for this state-of-the-art microtransit program. Unlike the traditional Dial-A-Ride service, the MOD system operates within smaller, defined geographic service zones, and it is open to any member of the public, making it ideal for first-mile/last-mile access to the existing fixed routes already operating in the area. In the first six full months since its rollout, ridership has grown exponentially, totaling 4,635 total one-way trips, utilizing just 2-3 vehicles daily in peak service.

Commuter Services: Before the pandemic, approximately 15% of the operation was provided as peak hour weekday commuter service between Marysville/Yuba City and downtown Sacramento. At the time, the Sacramento commuter service provided ten morning and ten afternoon peak hour schedules with another three midday schedules. Due to the pandemic induced loss in ridership, peak hour commuter service was reduced to seven morning and seven afternoon trips in 2020, and further reduced to six peak trips each way and two midday roundtrips in November 2023. Midday schedules are used by many daily or occasional commuters, but they are also popular with those traveling to and from Sacramento for medical, education and other non-work purposes. These Sacramento services are provided with a fleet of 11 specially equipped, 57 seat tour-style buses.

Sacramento ridership plateaued at just under 160,000 annual passenger trips from FY 2011 through FY 2014 and then gradually declined to a ten year low of 130,627 boardings in FY 2017 due to a combination of factors including the move of many state offices out of downtown Sacramento, the lack of local population growth, stable and relatively low fuel prices, and service reliability challenges from an aging fleet of commuter buses. Sacramento ridership had since rebounded to 134,381 passenger trips in FY 2019 following the introduction of new commuter buses, new Highway 70 schedules, and other service adjustments in July 2019 to address capacity problems and persistent schedule adherence issues. Unfortunately, the Sacramento service was impacted the most by the pandemic as FY 2021 ridership dropped to just 20,003 passenger trips, down 85% from FY 2019. Even with the long-term closure of government offices and businesses in downtown Sacramento, ridership has steadily recovered, increasing over 190% from the low in FY 2021 to FY 2025. As of the end of FY 2025, ridership was still just 44% of FY 2019 levels, but given 34% fewer service hours are being operated, the productivity of the service (as measured in passenger trips per service hour) had recovered to approximately 67% of pre-pandemic.

Rural Services: Limited route deviation services to the Yuba County foothills and the Cities of Live Oak and Wheatland account for the remaining operations. The Foothill Route provides two round trips every Tuesday, Wednesday, and Thursday between selected foothill communities from Brownsville to Marysville. The Live Oak Route provides two round trips each weekday into Yuba City and Marysville. The Wheatland Route offers one round trip each weekday to Marysville. The Live Oak and Wheatland Routes operate under a fully allocated cost reimbursement agreement with those cities since they are not members of the JPA. Ridership on these limited rural services has historically varied significantly from year to year, but they were also impacted by the pandemic as their combined ridership dropped to just 2,814 passenger trips in FY 2021 (down 60% from FY 2019). As of the end of FY 2025, combined rural service ridership had recovered to 87% of pre-pandemic levels.

Administration and Finance

Yuba-Sutter Transit is governed by a Board of Directors composed of two elected representatives from each of the four JPA member jurisdictions. The Authority currently operates with a 6-person staff including an Executive Director, Finance Manager, Planning Manager, 2 Program Analysts, and an Administrative Assistant. Starting in 1988, Yuba-Sutter Transit's staff also served as contract administrative staff to the Regional Waste Management Authority (RWMA) concurrent with their transit duties, but that shared staffing relationship ended entirely in FY 2025. In July 2023, Yuba-Sutter Transit hired its first new Executive Director in 36 years, replacing the incumbent Keith Martin who retired after nearly 44 years of public service.

The adopted FY 2026 operating budget of \$10.2 mil. is funded through an anticipated revenue mix of about 30% federal, 58% state and local, 11% projected in passenger fares, and 1% projected miscellaneous income and interest. The capital budget varies substantially from year to year (from less than \$1 mil. to over \$8 mil. in recent years) with funding derived from a mix of federal, state, and local sources depending on the project.

Major Projects

Facilities: Yuba-Sutter Transit relocated in May 1996 from an undersized, rented facility in Yuba City to its existing combined maintenance, operating, and administration facility (a remodeled former Seven-Up Bottling Company plant) at 2100 B Street in Marysville. This facility was remodeled and expanded again in 2011 to serve the site's projected maximum capacity of approximately 70 buses. Due to the 2018 adoption of state regulations requiring the purchase of zero emission buses (ZEBs) starting as early as 2026, and a state highway project that further restricts the current facility's expansion potential, Yuba-Sutter Transit conducted a state funded site selection planning process resulting in the purchase of a 19-acre site at 6035 Avondale Avenue in Linda for a potential replacement facility. This site will be used to construct a modern, purpose-built transit operations and administrative facility (NextGen Transit Facility) for occupancy planned by 2029. Approximately \$64 mil. has been secured to date from various grant sources for this project and the current focuses are on completing preliminary design, obtaining federal and local environmental clearances, and securing contractors for the final design and construction phases of the project.

Yuba-Sutter Transit serves almost 300 designated (signed) bus stops including ten that are owned by the Sacramento Regional Transit District in or near downtown Sacramento. Among the local and rural Yuba-Sutter Transit bus stops, 54 bus stop shelters, and 132 bus stop benches/seats have been placed at high volume boarding locations and other key points. Of these, 32 shelters and 69 benches are owned and/or maintained by Lamar Advertising. Except for five Wheatland owned shelters, the remaining units are owned by Yuba-Sutter Transit. The ad shelters and benches are maintained at no cost to Yuba-Sutter Transit in exchange for the exclusive right to sell and place advertising on them and a small commission is paid to the Authority on the sale of each ad. In addition, 50 pole-mounted route information panels are located throughout the system and bike lockers are available at three of the five local commuter bus stops.

A Caltrans owned and operated park and ride lot opened on the northeast corner of Bogue Road and Highway 99 south of Yuba City in 1997 and expanded to the current 164 spaces in 2012 with federal and local funds obtained exclusively by Yuba-Sutter Transit. This facility site does have the capacity for further

expansion when and if needed. Yuba County opened the McGowan Park & Ride Lot on Powerline Road at McGowan Parkway in 2008 and the Plumas Lake Park & Ride Lot on Feather River Boulevard east of Highway 70 in 2009. Both lots were sited and constructed by the county in coordination with Yuba-Sutter Transit. Project funding was provided through development impact fees collected by Yuba County from projects in both the North Arboga Study Area and the Plumas Lake Specific Plan and they are maintained with revenue provided through related local Community Service District assessments.

Vehicles: The current revenue vehicle fleet includes 22 local fixed route buses, 20 demand response buses and 11 specially equipped intercity commuter buses. The local fixed route buses are all modern, heavy-duty low-floor buses with seated capacities of 31 or 32 passengers. The demand response buses are on cutaway van chassis with a seated capacity of up to 16 passengers. Primarily used for the Dial-A-Ride service, these small buses are also used on rural routes and to back-up the local fixed route fleet. The commuter buses are all high-floor, tour-style buses with a seated capacity of 57 passengers. Six smaller, low-floor vans were put into service for the newly launched MOD microtransit pilot service in 2025, and an additional seven demand response vehicles were ordered in December 2025 to augment the existing fleet. The next major fleet replacement project is scheduled for late 2026 or early 2027, depending on vehicle availability and funding constraints.

Service Planning: Yuba-Sutter Transit has faced many of the same issues that most U.S. transit agencies (large and small) have faced over the last decade from steadily declining ridership in the five years leading up to the COVID-19 pandemic, to the ridership collapse in FY 2020 and FY 2021. While it's bounced back significantly, systemwide ridership is still only about 65% of the pre-pandemic level and less than 47% of Yuba-Sutter Transit's peak in FY 2015. In response, the Board of Directors commissioned a comprehensive analysis and short-range transit plan, dubbed the "NextGen Transit Plan" (Plan). The Plan was formally adopted in May 2023 and included significant service and fare initiatives for potential implementation over the succeeding five years designed to better meet the evolving travel needs of the community while the Authority adjusts to meet the state-mandated shift to ZEBs.

The Plan's service and fare proposals were intended to be phased in starting in FY 2024 and implementation is well underway. The adopted FY 2024 budget included funding for the recruitment of new staff focused on public outreach and marketing, the selection of new dispatch and vehicle location technology, and the initiation of the environmental and design stages of the new transit facility. Other actions approved in July and September 2024, respectively, were making the pandemic-related Route 2 weekday schedule reductions permanent, and further consolidation of the Sacramento service to reflect current ridership. As local ridership continued to rebound significantly, the Plan's strategy of wholesale replacement of fixed route with on-demand service became less operationally and financially viable, and an alternative approach was approved by the Board. Following this new direction, FY 2025 saw the extension of weekday evening fixed route service hours and corresponding monthly pass price increases effective with the sale of January 2025 passes. In addition, the Board approved the smaller scale, MOD microtransit pilot program for launch in Linda and Olivehurst in Spring 2025.

Future phases of the adopted Plan include recommendations for a new Highway 65 route to Lincoln/Roseville, on-demand service expansions, restructuring of Route 3 to directly serve the Peach Tree Clinic, comingling of the ADA/Dial-A-Ride service with the new microtransit system, and technology support for volunteer driver programs in Challenge and Dobbins. Depending on ridership trends, population growth, and funding constraints, future phases could include the expansion of the Highway 65

service and/or implementation of a Plumas Lake on-demand zone. During this same timeframe, construction is expected to begin on the new NextGen Transit Facility which will be designed to support additional fleet and the operation of zero-emission vehicles, and the Authority will initiate procurements of its first ZEBs for likely delivery starting in 2028.

Technology: Yuba-Sutter Transit has added various new technologies in recent years as cost/benefit ratios have improved. These include on-board video surveillance systems on all buses, the replacement of an obsolete mobile radio system, the installation and ongoing upgrade of video surveillance systems at three park and ride lots, the regional Connect Card electronic fare payment system, free passenger Wi-Fi service on all commuter and local fixed route buses, and a real-time bus tracking passenger information system. Technology projects in progress include a computer aided dispatch software system for the on-demand services with an on-line trip reservation system and real-time passenger information, and a second-generation electronic fare payment system supported with a regional grant program.

Current and Future Issues

Until the COVID-19 pandemic, steady growth in federal transit funding, enhanced state transportation funding, special state greenhouse gas reduction funding programs, fare increases, and a conservative budgeting approach had all combined to establish the Authority's strong financial foundation. In the wake of the pandemic, that foundation is less certain for the foreseeable future with the exhaustion of federal COVID relief funding, changes to federal policy and funding priorities, and the reoccurring budget deficits and program changes that may affect state funding levels in the future. As widely reported, the state's Legislative Analyst's Office (LAO) has projected another budget deficit for Fiscal Year 2026-27 in its annual report. This provides the first formal assessment of the state's fiscal condition heading into the upcoming budget cycle and underscores the likelihood of another challenging year for state and local programs. According to the LAO, the projected \$18 billion shortfall reflects ongoing revenue softening and higher baseline costs, setting the stage for difficult budget deliberations when lawmakers return in January.

For Yuba-Sutter Transit, the most important question for 2026 and beyond is how local transit ridership and fare revenues will respond given unpredictable economic trends and the public's ever evolving travel needs. As always, diligent monitoring of service trends and a practical management approach will be critical in positioning the Authority to respond to changing conditions and to continue effectively serving its rider base.

As noted earlier, conforming to the California Air Resources Board (CARB) mandate that all heavy-duty public transit fleets be converted to ZEBs by 2040 is also likely to be a significant organizational and financial challenge. For agencies like Yuba-Sutter Transit with a fleet of under 100 buses, the Innovative Clean Transit (ICT) regulation requires that at least 25% of all buses purchased be powered by either battery electric or hydrogen fuel cell systems beginning in 2026. All transit agencies, regardless of fleet size, will be required to purchase only ZEBs starting in 2029. While this regulation will significantly increase the cost of buses, the greater impact to Yuba-Sutter Transit is the need to replace the current operating and maintenance facility within the next five years in large part to accommodate the infrastructure to support the large-scale conversion to ZEBs.

Presenting another near-term operational challenge, the California State Route 70 Binney Junction Roadway Rehabilitation and Complete Streets Project (Project), currently being undertaken by Caltrans

District 3, is a multi-phase construction project involving the replacement of two railroad underpasses immediately to the north and south of the Authority's operations and maintenance facility at 2100 B Street in Marysville. The Project includes lowering, widening, and adding complete street improvements to State Route 70 bordering the eastern edge of the property, as well as the realignment of the existing railroad tracks on the western edge of the property. This latter track realignment component of the Project must be done without disrupting railroad operations. Consequently, Caltrans' contractor is constructing parallel tracks closer to the Authority's property and shifting the railway traffic over to the new alignment.

The next phase of construction on the Project required the negotiation of two temporary construction easements (TCEs) granted to Caltrans for a significant portion of the Authority's current bus parking lot. The TCEs are required for the purpose of providing Caltrans' construction contractors with access and additional working room to relocate the railroad tracks and construct the retaining walls that will eventually border the Authority's property. Caltrans' exercise of these construction easements, now estimated to begin May/June of 2026, will necessitate relocating the Authority's entire heavy-duty bus fleet (currently 33 vehicles) to a temporary, leased operations site for the duration of the construction.

Beyond these immediate issues, the ability to meet the anticipated demand for transit services both effectively and efficiently in the future will be a challenge as the approved or planned large scale developments in Yuba and Sutter Counties are largely in areas where public transportation is mostly non-existent. The potential demand for services of every kind stemming from these projects will severely stretch what in most cases is still just a minimal level of service. To compound the problem, except for the fees that are being collected by Yuba County for the development and operation of their two park and ride lots, routine impact fees have not otherwise been required from new developments for the capital and operating revenue necessary to serve those developments which will result in even more pressure on the limited available local transit funding sources.

Plumas Lake and Sutter Pointe are two examples of this challenge because of their size and locations well outside of the existing transit service area; their low density, single-family residential nature; and their primary market being out-of- area commuters. Many of those attracted by the lower cost of living and proximity to employment centers in the mid-valley, will be commuting to work in Placer, Sacramento, and Yolo Counties and beyond. In addition to these developments, thousands of new homes along with many hundreds of thousands of square feet of new commercial projects have either been approved or are under consideration across the region. Even recent projects such as Yuba College's Sutter County Center or the Hard Rock Hotel & Casino Sacramento at Fire Mountain present significant operational and financial challenges because of the placement of these obvious trip generators far from any existing service with no additional funding to support any related service expansion.

Even without population growth, the demand for specialized services for seniors and persons with disabilities is expected to grow significantly according to all population projections. Also, specialized services that are now provided through the Alta California Regional Center for the developmentally disabled are limited and Yuba-Sutter Transit's own Dial-A-Ride service was already operating at or near capacity levels during peak periods.

Summary

After five years of steady decline between FY 2015 and FY 2020, systemwide ridership fully cratered to a 25-year low in FY 2021 due almost exclusively to the COVID-19 pandemic. While ridership has since recovered significantly through the first half of FY 2026, it remains well below the pre-pandemic level of FY 2019. Given continued work-at-home policies by the State of California and others; the embracing of remote or hybrid work as a long-term employment and education model; and the ever-increasing use of virtual health care and home goods delivery; there is no way of knowing when or even if ridership will return to anything approaching pre-pandemic levels. It is possible that this question may not be fully answered for several years at best.

While 25 years of extraordinary ridership growth from 1990 to 2015 and a historically conservative fiscal and operational approach has allowed Yuba-Sutter Transit to weather the challenges of the recent past better than many other systems, continuing the current ridership growth trends, completing major capital fleet and facility projects, and positioning the Authority for an uncertain financial future will be the primary tests for the organization over the next five years. Despite the external issues, Yuba-Sutter Transit continues to operate among the widest range of public transit services, at what is still among the lowest cost per vehicle service hour compared to other small urban systems in California. However, the mix and level of these services must continually be evaluated in response to both demonstrated passenger demand as well as ever-changing funding levels, policy priorities, and mandates at the federal, state, and local levels.

Attachments

1) Summary of Key Events (Revised January 2026)

**YUBA-SUTTER TRANSIT
SUMMARY OF KEY SYSTEM EVENTS
REVISED JANUARY 9, 2026**

July 1, 1975	Effective date of the Hub Area Transit Authority joint powers agreement (JPA) and the "Our Car" subsidized taxi service for seniors and persons with disabilities
August 1979	Replacement of "Our Car" with a general public Dial-A-Ride service
September 1982	First urban fixed routes introduced
January 1988	Replacement of fixed route service with a general public "Zonal" Dial-A-Ride system which, when combined with other cuts, resulted in a 37 percent service reduction from FY 1986-87 to FY 1988-89 / Sutter County withdraws from the JPA
July 1990	Sacramento Commuter service begins on Highway 70 with two 15-passenger buses
January 1991	Sutter County rejoins the JPA
January 1993	Agency renamed as the Yuba-Sutter Transit Authority with the reintroduction of urban fixed route service and the restructuring of the Dial-A-Ride service
Aug./Sept. 1994	Expansion of the Sacramento Commuter service into the Highway 99 corridor and the start of a subsidized vanpool program which ended December 2000
November 1994	Weekday evening subsidized taxi service begins (ended June 1999)
March 1995	New clockwise Marysville route and all local fixed route and commuter buses equipped with bike racks (on all buses by June 1997)
May/June 1996	Occupied the remodeled former Seven-Up plant in Marysville as the operations, maintenance, and administration facility / First summer youth bus pass program.
August 1997	Opened the Bogue Road Park & Ride Lot (nearly doubled in sized in March 2012)
April 1998	Initiation of Downtown Trolley demonstration service (ended December 1998)
July/August 1998	Added bi-directional Route 4 service, Saturday fixed route service and an expanded Dial-A-Ride boundary / Monthly passes & discount ticket programs initiated
Aug./Sep. 1999	Introduction of weekday evening general public Dial-A-Ride service and weekday commuter service to the Lincoln Airport Industrial Park (ended January 2004)
April 2001	Introduction of Route 5 and half hour service frequencies on Routes 1 and 3
September 2003	Introduction of monthly fixed route pass for youth with deep discounts in other pass rates; Saturday Route 4B service; the North Beale Transit Center; and, bus stop information panels
July 2004	Saturday service hours extended one hour to 5:30 p.m. and a noon Sacramento schedule is added
September 2005	Initiation of the FRAQMD funded year-round Discount Monthly Youth Pass Program (combined in 2015 with similar discount pass programs for seniors and persons with disabilities)

October 2006	Route 6 (Linda Shuttle) is added to allow Route 1 to be extended to the Yuba City Marketplace and River Valley High School (school segment was delayed until Oct. 2007) and half hour service frequencies are added to Routes 1 & 3 on Saturdays
December 2008	Opening of the McGowan Parkway Park & Ride Lot and delivery of 12 low-floor local fixed route buses to replace 8 old buses to greatly enhance accessibility, speed passenger boarding and allow for Route 2 expansion
January 2008	Expansion of the Wheatland Route to two days a week with other route, schedule, stop and policy changes to eliminate advance reservation requirement
January 2009	Expansion of Route 2 to half-hour service each weekday; expansion of the Live Oak Route from one to two round trips three days a week; and, Foothill route, schedule, stop and policy changes to eliminate advance reservation requirement
October 2009	Opening of the Plumas Lake Park & Ride Lot
January 2010	Install video surveillance system on all local fixed route buses (now on all buses)
April 2010	Introduction of the first tour-bus style, 57-seat, 45' commuter buses (now standard)
January 2012	Completion of the remodel and expansion of the existing operations, maintenance and administration facility to its maximum capacity
April 2013	Initiation of the FRAQMD funded Discount Monthly Senior Pass Program
January 2014	Initiation of a FRAQMD funded one-year demonstration Discount Monthly Disabled Pass Program (combined in 2015 with similar discount pass programs) / Delivery of 11 heavy duty low floor replacement & expansion fixed route buses for an all low-floor fixed route fleet
July 2015	Expansion of the Live Oak Route from three to five days a week which included service to Yuba College's Sutter County Center
September 2015	Local fixed route changes to move Route 1 out of the mall; realign Route 4A with Route 4B; and other related and miscellaneous changes
December 2015	Mercy Housing funded Wheatland route expansion to one round trip each weekday
June 2017	Introduction of the regional Connect Card and related fare policy changes
July 2018	Complete the conversion to an all tour-bus style commuter bus fleet / Full Connect Card conversion (drop paper passes & transfers) / Installation of free Wi-Fi service on all commuter buses (added to the local fixed route fleet in March 2019)
June/July 2019	Added a bus tracking system with predictive arrival times for passenger use on all local, rural and Sacramento schedules / Systemwide fare and fare policy changes / Sacramento service expansion in the Highway 70 corridor for a total of 23 weekday schedules / Significant bus stop enhancements (new shelters and Simme seats)
November 2019	Delivery of 11 replacement buses for an all Gillig heavy-duty local fixed route fleet

March 2020	Local start of the on-going COVID-19 pandemic leading to a host of temporary operational and policy changes
July 2021	Purchased a 19.7-acre replacement facility site at 6035 Avondale Avenue in Linda.
May 2023	Adoption of the NextGen Transit Plan recommending significant service changes, staffing, and technology upgrades for potential implementation over succeeding five years
July 2023	Permanent Route 2 service frequency reductions / Retirement and replacement of the Executive Director after 36-year tenure
November 2023	Permanent elimination of the six Sacramento schedules suspended during the pandemic and elimination of an additional AM, PM, and midday commuter schedule
January 2024	Delivery of 6 low-floor replacement demand-response vehicles
January 2025	Extension of local fixed route and Dial-A-Ride paratransit weekday service hours / Elimination of evening general public Dial-A-Ride service / Increase to the local route Basic Fare Daily Cap from \$3 to \$4.50 (3 rides) and the Discount Fare Daily Cap from \$1.50 to \$2.25 (3 rides) / Sale price of local fixed route monthly passes increased from \$10 to \$20 for a Basic Monthly Pass and from \$5 to \$10 for a Discount Monthly Pass
April 2025	Addition of Sacramento Commuter service options to the May Lee State Office Complex (MLSOC) on Richards Blvd. and 7th Street in the River District of Sacramento
May 2025	Launch of the pilot “MOD” (Mobility On-Demand) general public, corner-to-corner microtransit service in Linda and Olivehurst
July 2025	50th Year Anniversary
November 2025	Public launch of bus tracking application utilizing real-time General Transit Feed Specification (GTFS)

AGENDA ITEM IV-A

YUBA-SUTTER TRANSIT AUTHORITY MEETING MINUTES NOVEMBER 20, 2025

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

Present: Bains (Vice Chair), Bradford, Buttacavoli, Cole, House, Hudson and Kirchner (Chair)

Absent: Flores

II. Public Business from the Floor

None.

III. Consent Calendar

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

IV. Reports

A. Low Floor Cutaway Vehicle Purchase Authorization

Executive Director Mauk stated that with the requested action, staff recommended Board approval to purchase two, low-floor wheelchair accessible cutaways from Model 1 Commercial Vehicles, specifically the 28', (22) passenger, ARBOC Spirit of Mobility models built on the GM 4500 chassis. Mauk stated the fleet expansion vehicles would be used in demand-response and rural services, including the planned Lincoln connector services and the vehicles were recommended based on the relatively large seating capacity, ease of wheelchair accessibility, and demonstrated reliability.

Mauk stated the purchase would be completed under the statewide CalACT/Basin Transit cooperative purchasing agreement and compliant with all applicable state and federal procurement requirements. If approved the purchase would be funded with available federal section 5307 grant funding matched with available STA and be included in the FY 2027 capital budget for adoption in May.

Director Hudson made a motion to authorize the issue of a purchase order with Model 1 Commercial Vehicles, in the amount of \$404,439.89, for purchase and delivery of two (2) low-floor cutaways, as proposed. Director Bradford seconded the motion, and it carried unanimously.

B. Innovative Clean Transit Regulation Waiver Request.

Mauk stated that with the requested action, staff are seeking Board support for submitting a waiver request to the California Air Resources Board (CARB) for regulatory relief from the zero-

emission bus purchase requirement in calendar year 2026. Mauk stated that staff believes a waiver request is warranted given the circumstances around the Authority's displacement due to the Caltrans Binney Junction construction project planned to start in the spring of 2026.

Mauk stated its staff's contention that it is impractical and unnecessarily costly to purchase and install charging infrastructure at a temporary leased facility, and the lease agreement with Yuba County airport prohibits it. Mauk reported working with CARB staff and submitting draft language for their internal legal review. Mauk reported that CARB required a letter of support be requested from Caltrans.

Director Hudson made a motion to authorize the submittal of a request to the California Air Resources Board for a waiver of the 2026 zero-emission heavy-duty vehicle purchasing requirement due to the operational impacts of the Caltrans Binney Junction Roadway Rehabilitation and Complete Streets Projects and authorize the Chair to sign a waiver request letter on behalf of the Yuba-Sutter Transit Authority Board of Directors as proposed. Director House seconded the motion, and it carried unanimously.

C. FY 2027 Caltrans Planning Grant Application

Mauk stated that with the requested action, staff are seeking approval to submit a planning grant application to Caltrans for the next short- and long-range transit plan. Mauk stated that Yuba-Sutter Transit utilized a similar grant from the Caltrans Sustainable Transportation Planning Program to fund the last Short-Range Transit Plan and Comprehensive Operational Analysis, AKA the NextGen Transit Plan. Mauk stated that if awarded, the proposed plan would be developed as a combined 2028 short- and long-range transit plan covering the 5 to 10-year horizon to properly evaluate current conditions, ridership trends, financial challenges, and to garner public engagement and stakeholder input.

Mauk reported that staff estimates the project budget at \$232,000 and the required local match of cash and in-kind would be up to \$32,783 which would come from TDA funds.

Director House made a motion to authorize the submittal of a Caltrans Sustainable Transportation Planning Program Grant Application as proposed. Director Hudson seconded the motion, and it carried unanimously.

D. Assignment and Mutual Indemnity Agreement for Receipt of Affordable Housing and Sustainable Communities Grant Funds.

Mauk stated that on the advice of legal counsel, staff are returning the item to the Board seeking authorization to execute an Assignment Agreement for acceptance of funding from the state's AHSC Grant Program awarded in 2022. Mauk stated that the Assignment (and now Mutual Indemnity) Agreement, in combination with the pre-award cooperative agreement signed back in 2021, establish the basis for a co-funding recipient arrangement with the Sutter Community Affordable Housing Partnership as the developer of the Richland Village Housing Project in Yuba City. Mauk stated that the partnership between the developer and Yuba-Sutter Transit, by way of the successful AHSC grant award, represents \$8.5 mil. in state funding for our NextGen Facility Project and approx. \$21mil. for the developer's housing project. The request for action is being revisited because the earlier version of the agreement the Board

approved in September was subsequently revised by the developers' lenders as a condition of settlement on their project, which is scheduled for December 8th.

Director Bains made a motion to authorize the Executive Director to execute an Assignment and Mutual Indemnity Agreement with Sutter Community Affordable Housing to accept \$8.5 million in grand funding for the NextGen Transit Facility awarded pursuant to the Affordable Housing and Sustainable Communities (AHSC) program and authorize the Executive Director to certify and execute any additional documents necessary for disbursement of the AHSC grant funding as proposed. Director Bradford seconded the motion, and it carried unanimously.

E. FY 2026 First Quarter Performance Report.

Mauk stated that the agenda packet includes a breakdown and summary narrative of the amount of service supplied and basic performance metrics for the first full quarter of the current fiscal year, July through September of 2025, compared to the same three months in 2024. Mauk noted that this report reflects the first real leveling off of overall ridership gains since the end of the pandemic. During the performance period, commuter ridership continued to increase but local fixed route ridership dropped off, and Dial-A-Ride ridership and service hours dropped considerably from the year before, leading to an overall decrease of 2% in trips and 3% in passengers per vehicle hour systemwide. Mauk stated that these numbers do not reflect the additional trips and hours attributable to the MOD pilot microtransit service that will be covered in next project report.

F. Project and Program Updates.

1. Mobility on Demand (MOD) Performance Report

Mauk reported that ridership went up 53% from September to October with 1400 trips, and the best day was 83 trips which was 2.7 passengers per vehicle hours.

Mauk reported that after analyzing the first full quarter of data, 90% of ridership was in the Linda zone. Mauk reported that when compared the same period in 2024 for routes 3 and 6, there was a net loss of ridership. During the same period, MOD added slightly over 3200 trips in the quarter, but route 3 and route 6 combined dropped by a little over 4500 trips, making it a net loss of 1300 passenger boarding between all those services.

Mauk reported that MOD required about 32 vehicle service hours per day in October, the lowest productivity day was 1.4 passengers an hour and the best day was 2.7 passengers per hour. When isolating Route 6 and the Linda MOD service area, overall net ridership went up 6% in September and 9% in October.

2. Lincoln/Roseville Service Planning

Mauk reported that staff met with Mercy Housing and Wheatland representatives in late October to discuss potential funding support for the service proposed as a replacement for the current Wheatland route, and Mercy Housing was supportive of the proposed service model and open to revising their agreement with the City of Wheatland to contribute funding at

historic levels. The Wheatland City Manager requested assistance in drafting revisions to their agreement for the parties to consider.

Mauk reported that staff also met with Placer County, Placer County Transit and Roseville Transit in early November to discuss service coordination and the operators agree that the Lincoln park-and-ride lot on Lincoln Blvd/Industrial Ave just off SR 65 will work well as the regional connection point and there are plans to improve the amenities there for the public and drivers. Mauk reported that according to Roseville Transit staff, their new connecting services are not expected to launch until May/June of next year and staff anticipate bringing back a schedule and fare recommendation for Board consideration early next year.

3. NextGen Transit Facility Project

Mauk reported that California's Senate delegation announced the 2025 Federal Bus and Bus Facilities Discretionary Grant awards in a press release on the previous Tuesday, in which it was revealed that Yuba-Sutter Transit received \$12.7 mil. for the NextGen Facility Project. Mauk stated that brings the grand total of funds awarded to the project to \$65.4 mil. and congratulated staff, especially Planning Manager, Adam Hansen, for another substantial grant award.

V. Correspondence / Information

None.

VI. Other Business

Mauk reviewed the upcoming Thanksgiving holiday schedule and stated the next regular board meeting is scheduled for December 18, 2025.

VII. Adjournment

The meeting was adjourned at 4:28 p.m.

AGENDA ITEM IV - B
YUBA-SUTTER TRANSIT
DISBURSEMENT LIST
MONTH OF NOVEMBER 2025

CHECK NO.	AMOUNT	VENDOR	PURPOSE
EFT	\$ 10,507.26	CALPERS HEALTH	HEALTH INSURANCE
EFT	\$ 5,525.48	CALPERS RETIREMENT	RETIREMENT PAYMENT (EMPLOYER SHARE)
EFT	\$ 854.00	CALPERS 457 PLAN	EMPLOYER CONTRIBUTION
EFT	\$ 875.53	CYPRESS DENTAL ADMINISTRATORS	DENTAL & VSP INSURANCE - NOVEMBER 2025
EFT	\$ 56,023.14	PAYROLL	PAYROLL - OCTOBER 2025
EFT	\$ 1,121.89	PRINCIPAL MUTUAL LIFE INSURANCE	L/D/LTD INSURANCE - NOVEMBER 2025
EFT	\$ 441.27	CALIFORNIA AIR RESOURCES BOARD	CLEAN TRUCK CHECK FILING FEES FOR 6 VEHICLES
EFT	\$ 273.19	COMCAST BUSINESS	INTERNET SERVICES - NOVEMBER 2025
EFT	\$ 3,711.38	CARDMEMBER SERVICES	CREDIT CARD: SUBSCRIPTIONS, HEADSETS, ITEMS FOR 50TH YR, CHARGING STATION, BRANDED SHIRTS
EFT	\$ 41.48	CALIFORNIA WATER SERVICE	FIRE SUPPRESSION - NOVEMBER 2025
EFT	\$ 432.08	CALIFORNIA WATER SERVICE	WATER: 10/11/2025 - 11/10/2025
EFT	\$ 191.94	PG&E	GAS - OCTOBER 2025
EFT	\$ 9,699.25	RAMOS OIL COMPANY	BUS FUEL - GAS 10/20/2025 - 11/10/2025
EFT	\$ 11,387.21	THE LE FLORE GROUP	NGTF CONSULTING - OCTOBER 2025
EFT	\$ 2,655.75	THE LE FLORE GROUP	PROCUREMENT CONSULTING - OCTOBER 2025
EFT	\$ 251.50	UTILITY MANAGEMENT SERVICES	SEWER - NOVEMBER 2025
EFT	\$ 136.02	PRIMEPAY	PAYROLL FEES - OCTOBER 2025
EFT	\$ 350.73	VERDANT COMMERCIAL CAPITAL	COPY MACHINE LEASE - OCTOBER 2025
EFT	\$ 1,300.00	VIA TRANSPORTATION INC	VEHICLE FEE - OCTOBER 2025
EFT	\$ 203.82	ELAVON	MERCHANT SERVICE FEE - NOVEMBER 2025
19440	\$ 258.94	ADVANCED DOCUMENTS CONCEPTS	COPY MACHINE CHARGES - OCTOBER 2025
19441	\$ 175.00	ALL SEASONS TREE & TURF CARE	LANDSCAPING & WEED CONTROL - OCTOBER 2025
19442	\$ 24,490.53	HUNT & SONS INC	BUS FUEL - DYED DIESEL
19443	\$ 33.61	LISA O'LEARY	VISION REIMBURSEMENT - SO
19444	\$ 4,452.00	REI	AVL VEHICLE LICENSE FEE - 1/2026 TO 12/2026
19445	\$ 562,039.57	STORER TRANSIT SYSTEMS	CONTRACT SERVICES & VEHICLE INSURANCE - 9/2025
19446	\$ 670.00	STREAMLINE	WEBSITE SERVICES - NOVEMBER 2025
19447	\$ 922.70	T-MOBILE	WIFI SERVICES FOR BUSES - OCTOBER 2025
19448	\$ 504.00	T-MOBILE	WIFI SERVICES FOR BUSES - OCTOBER 2025
19449	\$ 976.00	TECHNOLOGY UNLIMITED	ANNUAL SERVICE AGREEMENT FOR COIN COUNTER
19450	\$ 2,196.53	TEHAMA TIRE SERVICE INC	TUBES/TIRES
19451	\$ 4,000.00	PASSIO TECHNOLOGIES LLC	ON-SITE MAINTENANCE OF VEHICLES - GPS
19452	\$ 52,126.44	AECOM TECHNICAL SERVICES INC	NEXT GEN FACILITY ENGINEERING SERVICES - SEPTEMBER 2025
19453	\$ 2,150.00	ALLIANT NETWORKING SERVICES INC	IT SERVICES - DECEMBER 2025
19454	\$ 1,232.81	ALLSTAR WRAPS LLC	PRODUCTION & INSTALLATION OF 50TH ANNIVERSARY DECALS
19455	\$ 5,116.27	CONNECT CARD REGIONAL SERVICE CENTER	CONNECT CARD SALES - OCTOBER 2025
19456	\$ 633.18	DELTA PRINT GROUP LLC	PRINTING: 80 LAMINATED MAPS FOR BUS STOPS
19457	\$ 25,800.32	HUNT & SONS INC	BUS FUEL - DYED DIESEL
19458	\$ 50.00	OLIVEHURST FIREMAN'S ASSOCIATION	ENTRY FEE FOR 2025 FOR OLIVEHURST CHRISTMAS PARADE
19459	\$ 9,983.75	PROSIO COMMUNICATIONS	MARKETING SERVICES - OCTOBER 2025
19460	\$ 1,851.55	QUEST	MAINTENANCE OF BUS STOPS/SHELTERS - 9/25
19461	\$ 373.38	QUILL CORPORATION	JANITORIAL SUPPLIES: PAPER TOWELS, TOILET PAPER & TRASH BAGS
19462	\$ 1,100.00	RC JANITORIAL	JANITORIAL SERVICES - OCTOBER 2025
19463	\$ 1,608.80	RECOLOGY YUBA-SUTTER	4 STREET TRASH CONTAINERS FOR BUS STOPS
19464	\$ 1,667.42	SC FUELS	DEF FLUID
19465	\$ 60.00	SHELBY'S PEST CONTROL	PEST CONTROL SERVICES - NOVEMBER 2025
19466	\$ 1,891.96	TEHAMA TIRE SERVICE INC	TUBES/TIRES
19467	\$ 6,334.20	YUBA COUNTY CDSA	CONDITIONAL USE PERMIT - 6035 AVONDALE AVE
19468	\$ 49.76	OLIVEHURST PUBLIC UTILITY DISTRICT	WATER AND SEWER SERVICE - 1430 MELODY RD
	\$ 818,731.64		

**LAIF
TRANSFERS**

11/3/2025 \$ 350,000.00 TRANSFER FROM LAIF TO CHECKING

AGENDA ITEM IV - C
YUBA-SUTTER TRANSIT
DISBURSEMENT LIST
MONTH OF DECEMBER 2025

CHECK NO.	AMOUNT	VENDOR	PURPOSE
EFT	\$ 10,506.51	CALPERS HEALTH	HEALTH INSURANCE
EFT	\$ 5,525.48	CALPERS RETIREMENT	RETIREMENT PAYMENT (EMPLOYER SHARE)
EFT	\$ 854.00	CALPERS 457 PLAN	EMPLOYER CONTRIBUTION
EFT	\$ 875.53	CYPRESS DENTAL ADMINISTRATORS	DENTAL & VSP INSURANCE - DECEMBER 2025
EFT	\$ 69,688.82	PAYROLL	PAYROLL - NOVEMBER 2025
EFT	\$ 1,121.89	PRINCIPAL MUTUAL LIFE INSURANCE	L/D/LTD INSURANCE - DECEMBER 2025
EFT	\$ 281.44	COMCAST BUSINESS	INTERNET SERVICES - DECEMBER 2025
EFT	\$ 2,581.77	CARDMEMBER SERVICES	CREDIT CARD: SUBSCRIPTIONS, SUPPLIES, ITEMS FOR 50TH ANNIVERSARY, SHIRTS & TRAINING
EFT	\$ 41.48	CALIFORNIA WATER SERVICE	FIRE SUPPRESSION - DECEMBER 2025
EFT	\$ 443.23	CALIFORNIA WATER SERVICE	WATER: 11/11/2025 - 12/11/2025
EFT	\$ 4,597.92	PG&E	ELECTRIC 10/10/2025 - 11/09/2025
EFT	\$ 63.84	PG&E	PARKING LOT LIGHTS - NOVEMBER 2025
EFT	\$ 575.54	PG&E	GAS - NOVEMBER 2025
EFT	\$ 33.84	PG&E	ELECTRIC & GAS AT 1430 MELODY RD 10/10/2025 - 11/09/2025
EFT	\$ 4,435.13	PG&E	ELECTRIC 11/10/2025 - 12/10/2025
EFT	\$ 68.85	PG&E	PARKING LOT LIGHTS - DECEMBER 2025
EFT	\$ 33.85	PG&E	ELECTRIC & GAS AT 1430 MELODY RD 11/11/2025 - 12/11/2025
EFT	\$ 350.73	VERDANT COMMERCIAL CAPITAL	COPY MACHINE LEASE - NOVEMBER 2025
EFT	\$ 138.08	HARLAND CLARKE	DEPOSIT SLIPS FOR RIVER VALLEY COMMUNITY BANK
EFT	\$ 100.00	BRAD HUDSON	BOARD MEETING - NOVEMBER 20, 2025
EFT	\$ 100.00	GARY BRADFORD	BOARD MEETING - NOVEMBER 20, 2025
EFT	\$ 100.00	RENICK HOUSE	BOARD MEETING - NOVEMBER 20, 2025
EFT	\$ 100.00	TONI COLE	BOARD MEETING - NOVEMBER 20, 2025
EFT	\$ 100.00	WADE KIRCHNER	BOARD MEETING - NOVEMBER 20, 2025
EFT	\$ 7,741.57	RAMOS OIL COMPANY	BUS FUEL - GAS 11/11/2025 - 11/30/2025
EFT	\$ 4,541.10	RAMOS OIL COMPANY	BUS FUEL - GAS 12/01/2025 - 12/10/2025
EFT	\$ 11,706.15	THE LE FLORE GROUP	NGTF CONSULTING - NOVEMBER 2025
EFT	\$ 764.20	THE LE FLORE GROUP	PROCUREMENT CONSULTING - NOVEMBER 2025
EFT	\$ 251.50	UTILITY MANAGEMENT SERVICES	SEWER - DECEMBER 2025
EFT	\$ 136.02	PRIMEPAY	PAYROLL FEES - NOVEMBER 2025
EFT	\$ 2,250.00	VIA TRANSPORTATION INC	VEHICLE FEES - NOVEMBER 2025
EFT	\$ 174.20	ELAVON	MERCHANT SERVICE FEE - DECEMBER 2025
19469	\$ 327.20	ADVANCED DOCUMENTS CONCEPTS	COPY MACHINE CHARGES - NOVEMBER 2025
19470	\$ 175.00	ALL SEASONS TREE & TURF CARE	LANDSCAPING & WEED CONTROL - NOVEMBER 2025
19471	\$ 51.65	BIDWELL WATER COMPANY	WATER SERVICE 11/04/2025 - 11/26/2025
19472	\$ 100.00	BRUCE BUTTACAVOLI	BOARD MEETING 11/20/2025
19473	\$ 2,719.88	CONNECT CARD REGIONAL SERVICE CENTER	CONNECT CARD SALES - NOVEMBER 2025
19474	\$ 100.00	KARM BAINS	BOARD MEETING 11/20/2025
19475	\$ 1,500.96	MATTHEW MAUK	REIMBURSEMENT - CTA CONFERENCE NOVEMBER 2025
19476	\$ 1,851.55	QUEST	MAINTENANCE OF BUS STOPS/SHELTERS - 10/25
19477	\$ 1,100.00	RC JANITORIAL	JANITORIAL SERVICES - NOVEMBER 2025
19478	\$ 1,537.50	RICH, FUIDGE, BORDSEN AND GALYEAN INC	LEGAL SERVICES - 10/16/2025 - 11/14/2025
19479	\$ 23,571.30	SC FUELS	BUS FUEL - RENEWABLE DIESEL
19480	\$ 765.43	SC FUELS	DEF FLUID
19481	\$ 60.00	SHELBY'S PEST CONTROL	PEST CONTROL SERVICES - DECEMBER 2025
19482	\$ 606,742.27	STORER TRANSIT SYSTEMS	CONTRACT SERVICES & VEHICLE INSURANCE - 10/2025
19483	\$ 670.00	STREAMLINE	WEBSITE SERVICES - DECEMBER 2025
19484	\$ 158.23	SUTTER COUNTY LIBRARY	CONNECT SALES COMMISSION - OCTOBER 2025
19485	\$ 426.80	T-MOBILE	WIFI SERVICE FOR BUSES - NOVEMBER 2025
19486	\$ 1,612.80	T-MOBILE	WIFI SERVICE FOR BUSES - NOVEMBER 2025
19487	\$ 6,958.32	TEHAMA TIRE SERVICE INC	TUBES/TIRES
19488	\$ 1,180.00	TELELINK BUSINESS TELEPHONE SYSTEMS	TELEPHONE SERVICE - NOVEMBER & DECEMBER 2025
19489	\$ 1,000.00	THE BUS COALITION	MEMBERSHIP RENEWAL THROUGH 12/31/2026
19490	\$ 34.80	BIDWELL WATER COMPANY	WATER SERVICE 12/17/2025
19491	\$ 1,025.00	CAL ACT	2026 MEMBERSHIP RENEWAL
19492	\$ 3,500.00	CALIFORNIA TRANSIT ASSOCIATION	2026 PUBLIC TRANSIT SYSTEM MEMBERSHIP DUES
19493	\$ 195.01	HANCOCK PETROLEUM ENGINEERING	REPAIR SWIVEL ON PUMP #3 - PARTS AND LABOR
19494	\$ 19,418.71	HUNT & SONS INC	BUS FUEL - RENEWABLE DIESEL
19496	\$ 2,525.00	PROSIO COMMUNICATIONS	MARKETING SERVICES - NOVEMBER 2025
19497	\$ 638.51	QUILL CORPORATION	JANITORIAL AND OPERATIONS SUPPLIES
19498	\$ 468.75	RICH, FUIDGE, BORDSEN AND GALYEAN INC	LEGAL SERVICES - 11/20/2025
19499	\$ 862.66	SC FUELS	DEF FLUID
19500	\$ 84.12	SUTTER COUNTY LIBRARY	CONNECT CARD SALES COMMISSION - NOVEMBER 2025
19501	\$ 5,826.28	TEHAMA TIRE SERVICE INC	TUBES/TIRES
19502	\$ 2,150.00	ALLIANT NETWORKING SERVICES INC	IT SERVICES - JANUARY 2026
19503	\$ 7,483.50	SUTTER BUTTES COMMUNICATION INC	SERVICE AGREEMENT & REPEATER FEES - 1/2026 TO 3/2026
	\$ 827,103.90		

LAIF TRANSFERS

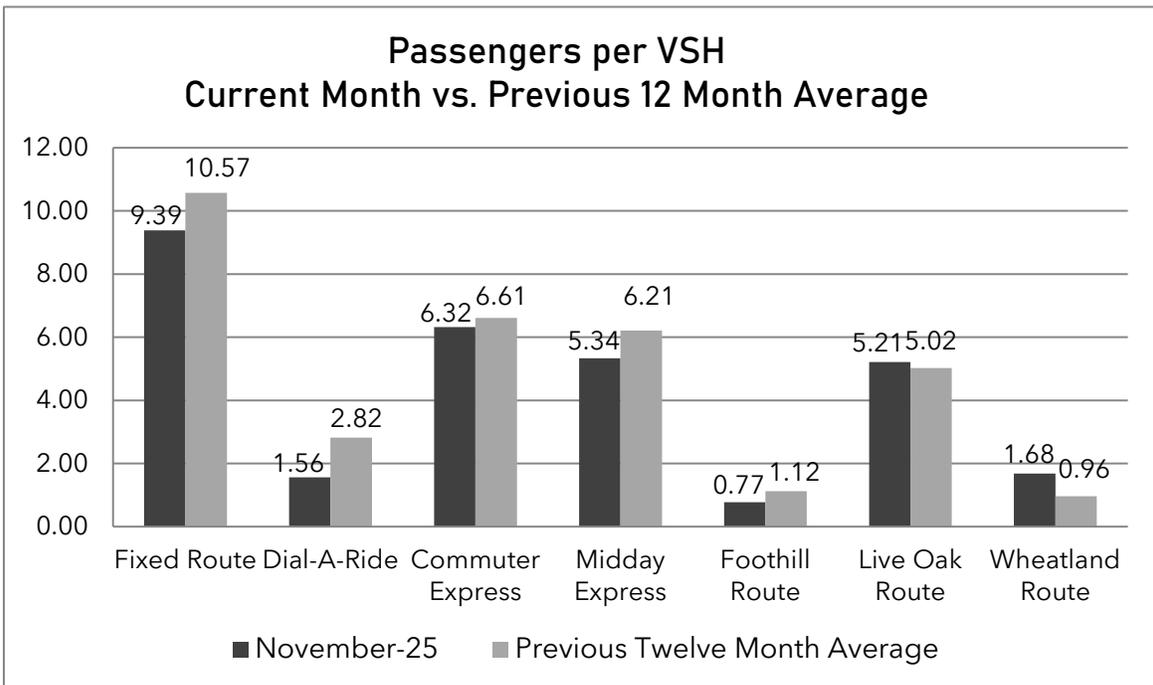
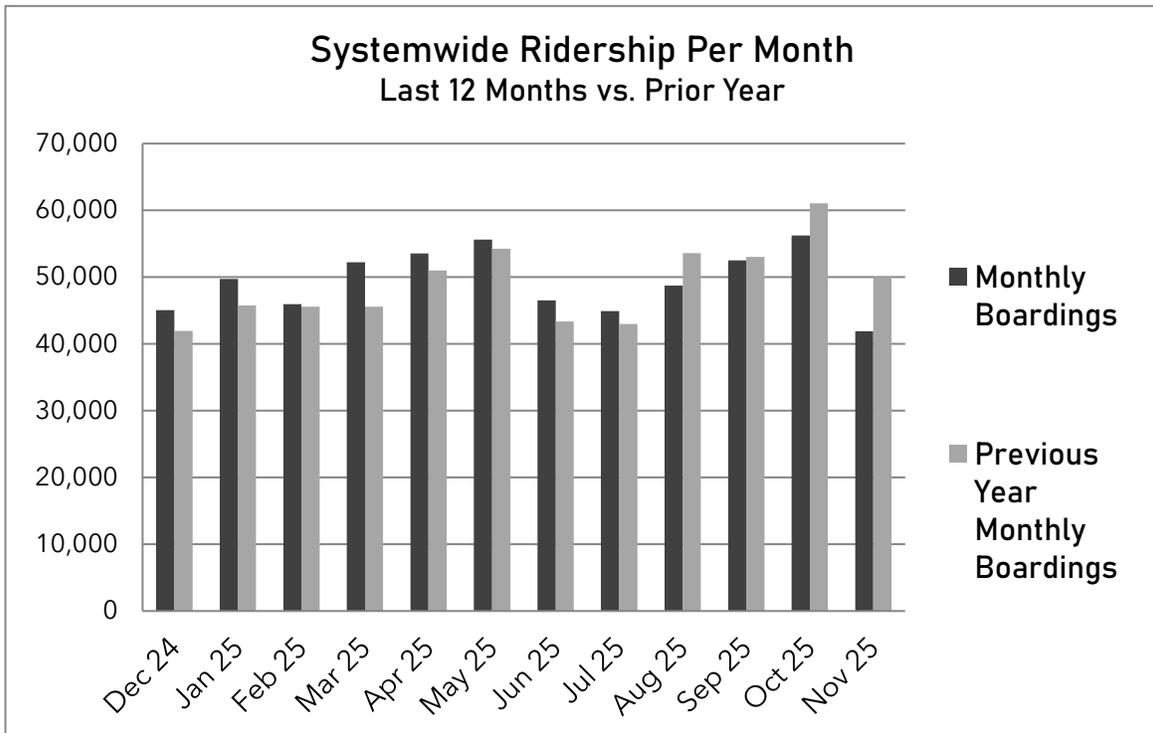
12/4/2025	\$ 325,000.00	TRANSFER FROM LAIF TO CHECKING
12/29/2025	\$ 675,000.00	TRANSFER FROM LAIF TO CHECKING

AGENDA ITEM IV- D

NOVEMBER 2025 PERFORMANCE REPORT

Ridership:	November-25	Previous Twelve Month Average	Fiscal YTD	Previous Fiscal YTD
Fixed Route	35,602	42,128	204,660	219,765
Dial-A-Ride	1,756	3,272	10,564	13,989
Commuter Express	3,467	3,052	22,772	21,576
Midday Express	527	2,179	3,080	2,608
Foothill Route	59	97	498	476
Live Oak Route	381	395	2,316	2,008
Wheatland Route	85	48	356	196
Total Ridership:	41,877	51,170	244,246	260,618
Vehicle Service Hours:				
Fixed Route	3,793.18	3,984.73	20,489.12	18,749.99
Dial-A-Ride	1,127.22	1,159.42	5,924.90	8,215.29
Commuter Express	548.53	461.73	3,344.89	3,221.30
Midday Express	98.74	350.95	611.92	558.94
Foothill Route	76.54	86.19	447.60	423.85
Live Oak Route	73.14	78.59	401.66	394.23
Wheatland Route	50.57	49.89	266.12	267.14
Total VSH's:	5,767.92	6,171.50	31,486.21	31,830.74
Passengers Per Hour:				
Fixed Route	9.39	10.57	9.99	11.72
Dial-A-Ride	1.56	2.82	1.78	1.70
Commuter Express	6.32	6.61	6.81	6.70
Midday Express	5.34	6.21	5.03	4.67
Foothill Route	0.77	1.12	1.11	1.12
Live Oak Route	5.21	5.02	5.77	5.09
Wheatland Route	1.68	0.96	1.34	0.73
Total Passengers Per VSH:	7.26	8.29	7.76	8.19

NOVEMBER 2025 PERFORMANCE REPORT

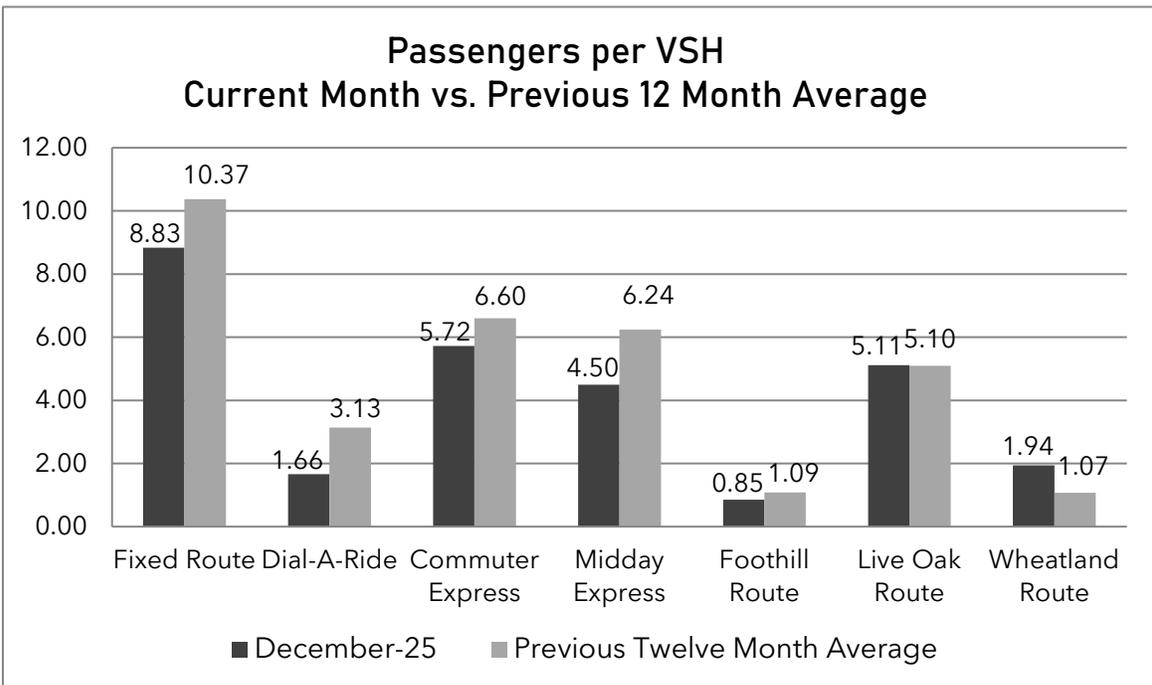
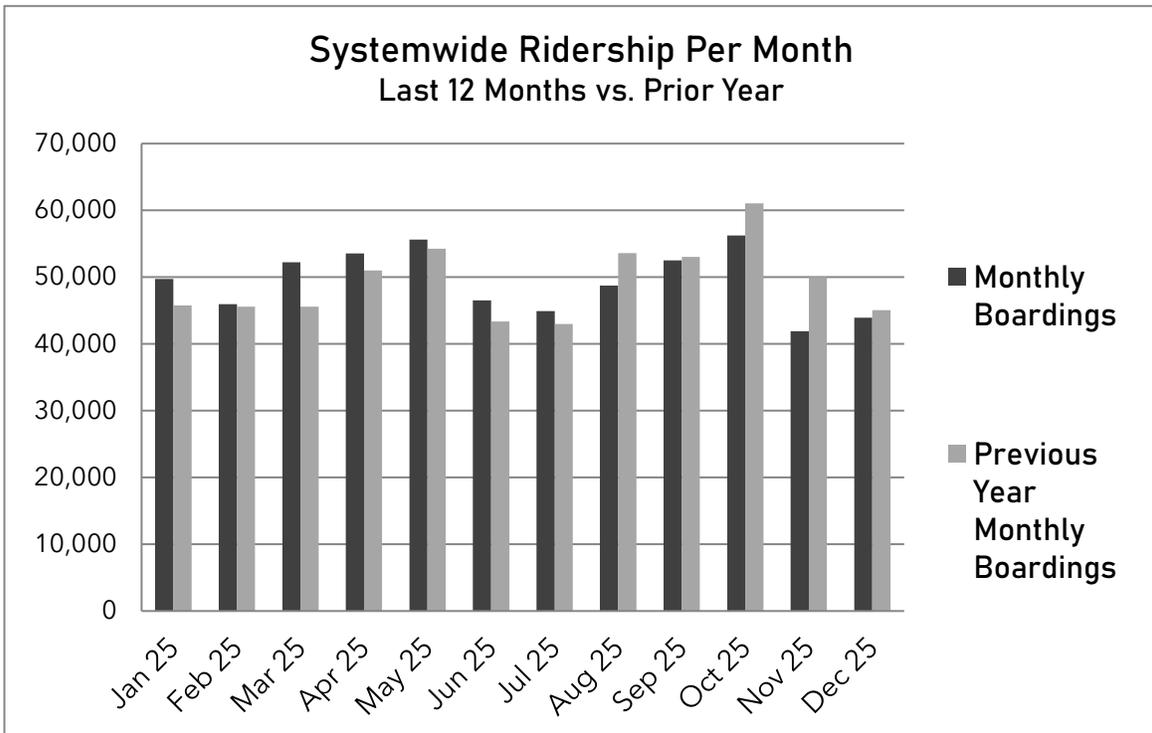


AGENDA ITEM IV- E

DECEMBER 2025 PERFORMANCE REPORT

Ridership:	December-25	Previous Twelve Month Average	Fiscal YTD	Previous Fiscal YTD
Fixed Route	36,935	41,510	241,595	257,816
Dial-A-Ride	2,009	3,347	12,320	16,583
Commuter Express	3,799	2,797	26,239	25,091
Midday Express	548	2,476	3,607	3,101
Foothill Route	75	94	557	547
Live Oak Route	440	401	2,697	2,586
Wheatland Route	109	54	441	223
Total Ridership:	43,915	50,679	287,456	305,947
 Vehicle Service Hours:				
Fixed Route	4,181.15	4,001.19	24,670.27	22,404.90
Dial-A-Ride	1,212.70	1,067.80	7,052.12	9,831.58
Commuter Express	663.85	423.89	3,893.42	3,858.02
Midday Express	121.89	396.96	710.66	669.95
Foothill Route	88.39	86.52	524.14	502.83
Live Oak Route	86.08	78.63	474.80	469.81
Wheatland Route	56.21	50.31	316.69	312.66
Total VSH's:	6,410.27	6,105.29	37,642.10	38,049.75
 Passengers Per Hour:				
Fixed Route	8.83	10.37	9.79	11.51
Dial-A-Ride	1.66	3.13	1.75	1.69
Commuter Express	5.72	6.60	6.74	6.50
Midday Express	4.50	6.24	5.08	4.63
Foothill Route	0.85	1.09	1.06	1.09
Live Oak Route	5.11	5.10	5.68	5.50
Wheatland Route	1.94	1.07	1.39	0.71
Total Passengers Per VSH:	6.85	8.30	7.64	8.04

DECEMBER 2025 PERFORMANCE REPORT



AGENDA ITEM IV-F
STAFF REPORT

ANNUAL INVESTMENT POLICY REVIEW

RECOMMENDATION: Receive and file the annual Investment Policy review.

Background

It is recommended that the Yuba-Sutter Transit Authority Investment Policy be reviewed at least annually and amended as needed. The review should ensure that the policy is consistent with the overall objectives of preservation of principal, liquidity, and return, and is in conformance with the law, financial and economic trends, and the cash flow needs of the agency.

The Yuba-Sutter Transit Authority Investment Policy (copy attached) was adopted in April 2014 and provides formal guidelines and objectives for the investment of funds not immediately required to meet the agency's financial obligations. These investments are limited to passbook savings and money market accounts, the State Local Agency Investment Fund (LAIF), and certificates of deposit.

Discussion

As of December 31, 2025, the Authority's account balances in financial institutions and LAIF were \$2,262,741 and \$566,303, respectively. Of the amount in financial institutions, \$1,526,211 is restricted Low Carbon Transit Operations Program (LCTOP) funds being held in Money Market accounts until earned for grant specific programs.

Staff consider the current investment returns to be aligned with expectations, and no policy amendments are deemed necessary at this time. Staff will be prepared to discuss the investment policy as needed at the meeting.

Attachments

- 1) LAIF Performance Report, Quarter Ended 9/30/25
- 2) Yuba-Sutter Transit Authority Investment Policy



PMIA/LAIF Performance Report as of 01/07/25



Quarterly Performance Quarter Ended 9/30/25

LAIF Apportionment Rate ⁽²⁾ :	4.34
LAIF Earnings Ratio ⁽²⁾ :	0.00011893333163814
LAIF Administrative Cost ^{(1)*} :	0.26
LAIF Fair Value Factor ⁽¹⁾ :	1.001929581
PMIA Daily ⁽¹⁾ :	4.19
PMIA Quarter to Date ⁽¹⁾ :	4.24
PMIA Average Life ⁽¹⁾ :	254

PMIA Average Monthly Effective Yields⁽¹⁾

December	4.025
November	4.096
October	4.150
September	4.212
August	4.251
July	4.258

Pooled Money Investment Account Monthly Portfolio Composition ⁽¹⁾ 11/30/25 \$155.9 billion

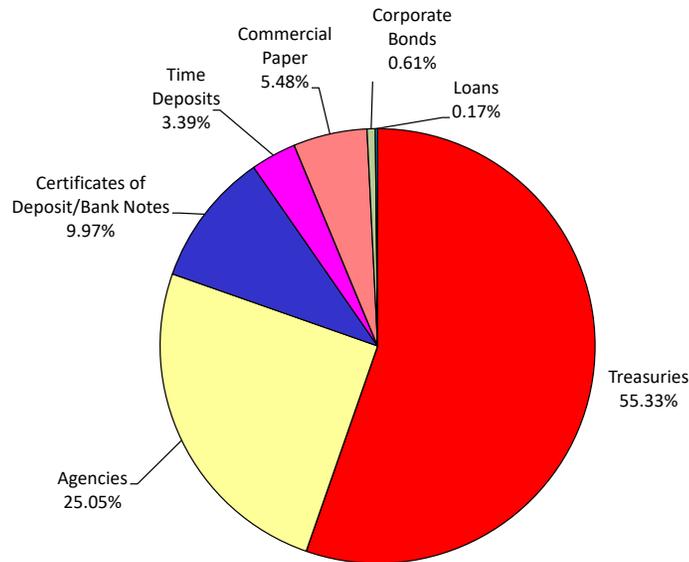


Chart does not include \$936,000.00 in mortgages, which equates to 0.001%. Percentages may not total 100% due to rounding.

Daily rates are now available here. [View PMIA Daily Rates](#)

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1).

*The percentage of administrative cost equals the total administrative cost divided by the quarterly interest earnings. The law provides that administrative costs are not to exceed 5% of quarterly EARNINGS of the fund. However, if the 13-week Daily Treasury Bill Rate on the last day of the fiscal year is below 1%, then administrative costs shall not exceed 8% of quarterly EARNINGS of the fund for the subsequent fiscal year.

Source:

⁽¹⁾ State of California, Office of the Treasurer

⁽²⁾ State of California, Office of the Controller

YUBA-SUTTER TRANSIT AUTHORITY INVESTMENT POLICY

Adopted April 17, 2014
(Updated July 1, 2021)

I. INTRODUCTION

The following is the investment policy and guidelines of the Yuba-Sutter Transit Authority, presented in accordance with California Government Code Sections 53600 et seq.

This investment policy is intended to provide a guideline for the prudent investment of Yuba-Sutter Transit funds not immediately required to meet the financial obligations of the Authority.

II. SCOPE

This policy applies to the investment of all funds, excluding the investment of employees' retirement funds.

III. OBJECTIVES

The primary objectives, in priority order, of the investment activities of the Authority shall be:

- 1) Safety. Safety of principal is the foremost objective of the investment program. Investments of the Authority shall be undertaken in a manner that seeks to ensure preservation of capital in the portfolio.
- 2) Liquidity. The investment portfolio of the Authority will remain sufficiently liquid to enable the Authority to meet its cash flow requirements.
- 3) Return on Investment. Investments shall be undertaken to attain market rates of return consistent with constraints imposed by the safety objectives and cash flow consideration.

IV. PRUDENCE

Section 53600.3 of the California Government Code identifies as trustees those persons authorized to make investment decisions on behalf of a local agency. As a trustee, the standard of prudence shall be the "prudent investor" standard. When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency.

Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

V. DELEGATION OF AUTHORITY

The management responsibility for the investment program is hereby delegated to the Executive Director who shall monitor and review all investments for consistency with this investment policy. No person may engage in an investment transaction except as provided under the terms of this policy.

VI. ETHICS AND CONFLICTS OF INTEREST

Officers and employees involved in the investment process shall refrain from personal business activities that could conflict with proper execution of the investment program, or which could impair their ability to make impartial decisions.

VII. PERMITTED INVESTMENT INSTRUMENTS

- 1) Passbook Savings Accounts and Money Market Accounts: These savings accounts may be maintained in local branches of commercial banks and/or savings and loans associations. Amounts maintained in such accounts shall be fully insured by the United States Government or collaterally in a manner acceptable to the Authority.
- 2) State Local Agency Investment Fund (LAIF): The LAIF was established by the State of California to enable treasurers to place funds in a pool for investments. There is a limitation of \$50 million per agency subject to a maximum of 15 transactions per month.
- 3) Certificates of Deposit: Cash may be invested only in federally insured or fully collateralized certificates of deposit. Collateral for given investment, when applicable, must be in accordance with California Government Code Section 53600 et seq.

VIII. PROHIBITED INVESTMENT PRACTICES AND INSTRUMENTS

Certain investment practices and instruments are inconsistent with the first objective of this policy (safety of invested funds) and therefore are prohibited.

Yuba-Sutter Transit Authority shall not engage in leveraged investing, such as margin accounts or any form of borrowing for the purpose of investment.

IX. SUMMARY

Yuba-Sutter Transit Authority will strive to maintain the level of investment of funds not immediately active as near to 100% as possible. However, the basic premise underlying the Authority's investment policy is to ensure the safety of principal and to provide funds when needed.

In order that the Yuba-Sutter Transit Authority Board of Directors may monitor the handling of invested funds, a full report detailing all investments will be submitted on at least an annual basis or as required by law.

The Authority will review the Policy at least once a year and may modify the Policy as appropriate to the Authority's needs and current law.

**AGENDA ITEM IV-G
STAFF REPORT**

**COOPERATIVE AGREEMENT WITH CITY OF YUBA CITY FOR THE SHASTA AND ALTURAS
STREETS BUS PAD IMPROVEMENTS PROJECT**

RECOMMENDATION: Authorize the Executive Director to execute a cooperative agreement with the City of Yuba City for cost sharing of the Shasta and Alturas Streets Bus Pad Improvements Project, as proposed or amended.

Background

In October 2018, the Yuba-Sutter Transit Authority (Authority) initiated a program to share costs on a 50/50 basis with member jurisdictions for improvements at transit stops when those improvements meet certain criteria including, addressing immediate maintenance issues and providing long-term maintenance cost relief. The policy states that the need, scope and cost of improvements must be mutually agreed upon.

The Authority's adopted Fiscal Year (FY) 2026 Capital Budget includes a \$235,000 line item for "Bus Stop Repairs and Improvements," in part to account for the estimated cost share of the planned Shasta and Alturas Streets Bus Pad Improvements Project (Project). In October 2025, the Board authorized the issuance of a Letter of Commitment to the City of Yuba City (City) for sharing cost of the Project.

Discussion

The City is now requesting the execution of the attached draft Cooperative Agreement for the Project, which is to include construction of a concrete-paved bus pad and associated Americans with Disabilities Act (ADA) improvements. Work includes the removal of existing striping, concrete sidewalks, curb and gutter, and pavement and replacement with a reinforced concrete bus pad, ADA-compliant curb ramps, concrete curb, gutter, and sidewalks, pavement restoration, and updated striping.

Under the terms of the draft agreement, the City is responsible for finalizing bid documents based on its design of the project, which were approved by the City Council in October 2025. In addition, the City will award and administer the construction contract, oversee the construction and inspect the work, and coordinate with Authority staff on its completion. The agreement states that the Authority, "will contribute a fifty percent (50%) share for all actual construction, construction management, and construction contingency costs for the project, up to \$150,000."

Fiscal Impact

The current engineers' estimate for the Project is \$303,301 incl. contingency, pending a competitive bidding process. The not-to-exceed amount of \$150,000 committed to the Project will be funded with available State Transit Assistance funds included in the Authority's approved FY 2026 Capital Budget.

Attachments

Draft Cooperative Agreement between City of Yuba City and Yuba-Sutter Transit Authority for the Shasta and Alturas Streets Bus Pad Improvements

COOPERATIVE AGREEMENT ("AGREEMENT")

**BETWEEN
CITY OF YUBA CITY
AND
YUBA-SUTTER TRANSIT AUTHORITY
FOR THE
SHASTA AND ALTURAS STREETS BUS PAD IMPROVEMENTS**

THIS AGREEMENT is made and entered into this ____ day of _____, 2026, by and between the YUBA-SUTTER TRANSIT AUTHORITY, a public transportation agency serving the Yuba-Sutter area in the State of California, hereinafter referred to as "YSTA", and the CITY OF YUBA CITY, a Municipal Corporation, located in the County of Sutter, State of California, hereinafter referred to as "CITY." CITY and YSTA are sometimes individually referred to hereinafter as "Party" and collectively as "Parties."

RECITALS:

1. YSTA and CITY are authorized to enter into a cooperative agreement for improvements to the Shasta and Alturas Streets Bus Stop Improvements, hereinafter referred to as "PROJECT".
2. YSTA provided the CITY with a cost-sharing commitment letter dated October 16, 2025. The letter identifies the PROJECT as an eligible location for 50/50 sharing of construction costs, as set forth in the YSTA Corridor Enhancement Action Plan adopted by the Board of Directors in October 2018.
3. YSTA and CITY desire to partner for the improvements to be constructed on Shasta Street and Alturas Street, near the intersection of the same. The PROJECT will include construction of a concrete-paved bus pad and associated ADA improvements. Work includes the removal of existing striping, concrete sidewalks, curb and gutter, and pavement. New construction will include a reinforced concrete bus pad, ADA-compliant curb ramps, concrete curb, gutter, and sidewalks, pavement restoration, and updated striping. The PROJECT construction plan, Exhibit 1, details the major components of the PROJECT.
4. CITY estimates that the construction cost of the PROJECT will be approximately \$263,740.00, plus up to \$39,561.00 for construction management/contingency.
5. YSTA will contribute a fifty percent (50%) share for all actual construction, construction management, and construction contingency costs for the PROJECT, up to \$150,000.00.
6. Notwithstanding, YSTA and CITY acknowledge that the dollar amounts shown in Paragraph 4 for the PROJECT are based on the quantities from the current engineer's estimate. Actual dollar amounts will be adjusted as necessary based on unit prices from the lowest responsive and responsible bidder that has been awarded a contract to construct the PROJECT and actual quantities installed, thereafter. CITY will notify YSTA in writing immediately upon determining that any adjustments are necessary.
7. YSTA AND CITY now define in this agreement the terms and conditions of their financial contribution.

CITY WILL:

1. Finalize bid documents based on its design of the PROJECT Plans, Specifications, and Estimate (PS&E), which were completed and approved by the City Council of the CITY on October 7, 2025.
2. Award and administer the construction contract for the PROJECT in accordance with the Public Contract Code, City Contracting Policies and the terms of this Agreement.

3. Require its contractor to obtain a City Encroachment Permit and oversee the construction and inspect the work in the CITY Right-of-Way for the PROJECT to proceed in a good and workman-like manner.
4. Provide coordination with the YSTA and its designated representative for the completion of the PROJECT.
5. Provide necessary quality assurance testing for work completed in the CITY Right-of-Way in compliance with the PS&E.
6. Prepare and negotiate Change Orders, as necessary, in the event unanticipated conditions are encountered during construction. All Change Orders must be approved by the City Public Works Director or his designated representative prior to extra work being done. Cost of the Change Order(s) will be paid from the PROJECT contingency amount.

YSTA WILL:

7. Reimburse CITY for YSTA's share of the construction cost of PROJECT. Reimbursement by YSTA to CITY will be made within 60 days of YSTA's receipt of CITY's invoice, provided that CITY provides evidence reasonably satisfactory to YSTA that CITY has paid the Construction Amount to the contractor that performed the work for the PROJECT.

Payments shall be sent to:

Finance Department - Accounts Receivable
1201 Civic Center Boulevard
Yuba City, CA 95993

8. Provide coordination with CITY and its designated representative for the completion of the PROJECT, including modification of bus stop locations deemed necessary by YSTA to facilitate construction at the locations shown on Exhibit 1.

GENERAL:

1. This Agreement shall be in effect as of the date executed and shall remain in effect until the terms of this Agreement are completed or amended.
2. Modifications or amendments affecting the terms and conditions contained in this Agreement shall be in writing and approved and executed by both parties.
3. This Agreement, all exhibits attached hereto, all other terms or provisions incorporated herein by reference, constitutes the understanding between CITY and YSTA as to the subject matter contained herein.
4. Neither YSTA nor any officer or employee thereof is responsible for any injury, damage, or liability occurring by reason of anything done or omitted to be done by CITY under or in connection with any work, authority, or jurisdiction conferred upon CITY under this agreement. It is understood and agreed that, CITY will fully defend, indemnify, and save harmless YSTA and all of its officers and employees from all claims, suits, or actions of every name, kind and description brought forth under, including, but not limited to, tortious, contractual, inverse condemnation, or other theories or assertions of liability occurring by reason of anything done or omitted to be done by CITY under this agreement.

AGREEMENT:

NOW, THEREFORE, in consideration of the mutual promises and covenants made by the Parties and contained herein and other consideration, the value and adequacy of which are hereby acknowledged, the Parties agree as follows:

1. **RECITALS.** The above Recitals are incorporated by reference to the same extent and with the same force and effect as if fully set forth herein and shall constitute a part of this Agreement.

2. **ENTIRE AGREEMENT.** This Agreement together with the exhibits hereto, each of which are incorporated herein by this reference, constitutes the entire agreement of the Parties with respect to the subject matter hereof and supersedes all prior oral or written agreements with respect to same.

3. **INTERPRETATION/GOVERNING LAW/VENUE.** This Agreement shall be construed according to its fair meaning and as if prepared by both Parties. This Agreement shall be construed and interpreted in accordance with the laws of the State of California in effect at the time it is recorded. Venue for any action arising out of this Agreement shall be within the California Superior Court, County of Sutter or Federal District Court, Eastern District of California, Sacramento Division.

4. **VOLUNTARY AGREEMENT.** The Parties each represent that they have read this Agreement in full and understand and voluntarily agree to all provisions herein. The Parties further declare that prior to signing this Agreement they each had the opportunity to apprise themselves of relevant information, through sources of their own selection, including consultation with legal counsel of their choosing if desired, in deciding whether to execute this Agreement.

5. **MODIFICATION OR AMENDMENT.** This Agreement may only be amended or modified in writing executed by the CITY and YSTA.

6. **OBLIGATION.** Nothing in this Agreement shall obligate or require the Parties to commence any of the projects described, referenced or identified within this Agreement.

7. **ATTORNEY'S FEES.** In the event of any litigation or other legal proceeding including, but not limited to, arbitration or mediation between the Parties arising from this Agreement, the prevailing Party will be entitled to recover, in addition to any other relief awarded or granted, its reasonable costs and expenses (including attorney's fees) incurred in the proceeding.

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be duly executed as of the day and year first written above.

CITY OF YUBA CITY, a Municipal Organization

By: _____
Marc Boomgaarden, Mayor

ATTEST:

By: _____
Ciara Wakefield, City Clerk

APPROVED AS TO FORM

By: _____
Shannon L. Chaffin, City Attorney

"CITY"

YUBA-SUTTER TRANSIT AUTHORITY, a public transportation agency

By: _____
Matthew Mauk, Executive Director
for the Yuba-Sutter Transit Authority

APPROVED AS TO FORM:

Brant Bordsen, Legal Counsel

ATTEST:

Lisa O'Leary, Board Clerk

"YSTA"

AGENDA ITEM V-A STAFF REPORT

REPLACEMENT MAINTENANCE TRUCK PURCHASE AUTHORIZATION

- RECOMMENDATION:
1. Authorize the issue of a purchase order with Winner Chevrolet, in an amount not-to-exceed \$91,500, for the purchase and delivery of a replacement maintenance truck per State Contract #1-22-23-20E, as proposed or amended.
 2. Approve a corresponding increase to the Vehicle Purchase/Replacement line-item project amount from \$45,000 to \$95,000 in the Fiscal Year (FY) 2026 Capital Budget.

Background

The Yuba-Sutter Transit Authority (Authority) Procurement Policy requires that individual purchases exceeding \$50,000 be submitted to the Board of Directors for approval prior to execution.

The current Fiscal Year (FY) 2026 Capital Budget adopted in May 2025 includes a \$45,000 line item for the anticipated purchase of a new staff vehicle to support existing operations and maintenance activities.

Discussion

With the requested action, staff recommends approval of the purchase of one (1) Medium Duty 4X2 replacement maintenance truck from Winner Chevrolet under the California Statewide Fleet Vehicle Contract No. 1-22-23-20. If approved, this purchase will provide the contractor with a diesel shop truck equipped with an open top tool bed, towing capabilities, safety lighting, and a lift gate, to replace the 2003 shop truck which has exceeded its useful life. The replacement vehicle will have a standard cab configuration and functional after-market modifications for the purpose of responding to emergency vehicle issues in the field.

The purchase will be finalized in consultation with the operations contractor based on the best overall suitability and value among the class and model of vehicles available on the state contract that meet current California Air Resources Board emission standards. If approved, it is expected that the vehicle will be delivered within approx. six (6) months of a notice to proceed.

If approved, the recommended actions include an adjustment to the corresponding "Vehicle Purchase/Replacement" line-item amount in the adopted FY 2026 Capital Budget from \$45,000 to \$95,000. At the time of budget adoption, the project purpose was anticipated to be replacement of a staff car. However, the more urgent need is now replacement of the shop truck which is no longer serviceable. The staff car replacement(s) will be proposed for inclusion in the upcoming FY 2027 Capital Budget. Staff will be prepared to discuss this purchase in detail at the meeting.

Fiscal Impact

The recommended actions include issuance of a purchase order in an amount not to exceed \$91,500, and an increase to the corresponding FY 2026 Capital Budget line-item amount to \$95,000, including a small contingency. The proposed purchase will be funded with available State Transit Assistance revenue.

AGENDA ITEM V-B STAFF REPORT

REQUEST FOR QUALIFICATIONS AND PROPOSALS FOR CONSTRUCTION MANAGEMENT OF THE NEXTGEN TRANSIT FACILITY PROJECT

RECOMMENDATION: Authorize the issue of a Request for Qualifications and Proposals (RFP) seeking qualified firms to provide Construction Management services for the Next Generation Transit Facility Project, pending final approval of procurement documents by authorities having jurisdiction.

Background

The Yuba-Sutter Transit Authority (Authority) intends to construct the Yuba-Sutter Transit Next Generation Transit Facility (NGTF), which will consist of a new administrative, operations, and maintenance facility on a 19.2-acre vacant property located at 6035 Avondale Avenue in Linda. The NGTF calls for an approximate 15,000 sq. ft. maintenance building and a 14,000 sq. ft. administration and operations building, along with bus parking, a fuel bay, and a bus wash facility. The facility will be designed for charging and maintenance of a future zero-emission bus fleet and is anticipated to include energy resiliency features, such as on-site solar power generation and on-site power storage. The NGTF project will be executed through a design-build delivery approach in accordance with the California Public Contract Code.

Discussion

With the requested action, staff recommends Board authorization for release of a Request for Qualifications and Proposals (RFP) seeking California-licensed firms who meet the requirements of California Government Code Section 4529.5 for managing and supervising work on public works construction projects. If selected, the firm will function as an agent of the Authority by providing construction management services as required to effectively oversee the NGTF construction project and administer the design-build contract in accordance with the established requirements. Under the general direction of the Authority, the selected firm will provide staff and technical expertise for services including soils and materials testing, quality assurance surveying, safety oversight, environmental monitoring, commissioning, inspection services, and other construction management services as required in the final scope of work.

Finalization of the RFP and related procurement documents are subject to approval by grant funding authorities having jurisdiction including the California Department of Transportation (Caltrans). Following final approval, staff will conduct a public solicitation process and an internal evaluation committee will evaluate all responsive proposals received in accordance with the established criteria. Staff anticipates returning a recommendation for award of a professional services contract no earlier than the regular May 2026 Board meeting. Any such award recommendation will be based on the highest-ranked proposer who is most qualified and offers a fair and reasonable price to the Authority. Staff will be prepared to discuss this procurement in detail at the meeting.

Fiscal Impact

The recommended action is authorization for the release of an RFP to begin the process of selecting a qualified firm for construction management of the NGTF project. This action does not represent an award of a contract or commitment by the Board for the expenditure of additional funds.

**AGENDA ITEM V-C
STAFF REPORT**

BUS STOP CLEANING AND MAINTENANCE CONTRACT AWARD

RECOMMENDATION: Approve the award of a contract to Quality Education Services and Training (QuEST) to provide weekly bus stop cleaning and maintenance services for a maximum five-year term, as proposed or amended.

Background

The Yuba-Sutter Transit Authority (Authority) has contracted with a local organization since as early as 2003 to provide weekly cleaning and maintenance of the approximately two-hundred sixty (260) bus stops throughout the local Yuba-Sutter Transit service area. These weekly cleaning and maintenance services are needed to supplement the limited services provided for advertising stops (benches and shelters) under the current advertising contract.

With Board approval, staff released Request for Proposals (RFP) No. 12-25 on December 2, 2025, seeking a qualified vendor to undertake local bus stop maintenance activities including regular cleaning, litter removal, graffiti abatement, weed abatement, pest control as well as replacing damaged bus stop signs.

Discussion

Three proposals were received in response to the solicitation and two were deemed responsive and competitive per the requirements of the RFP. The responsive proposals were reviewed and ranked by an internal staff evaluation committee. Based on the committee's evaluation, staff is recommending award of the project to Quality Education Services and Training (QuEST) as the responsive proposer representing the best overall value to the Authority. If authorized, the final contract will be subject to review and approval of legal counsel prior to execution.

Fiscal Impact

The proposed agreement will be for an undetermined quantity of work to be billed based on a fixed monthly rate for anticipated scope, and at a fixed hourly rate for extra emergency cleanup work as needed. The proposed agreement will have a total value not to exceed \$72,000 (plus mileage) for fixed monthly costs during the base three-year contract term, and two option years at a total annual fixed cost of \$25,200 in year four and \$25,800 in year five, if exercised. On-call emergency cleanup work will be billed at an hourly rate ranging from \$19.89/hour (year one) to \$21.93/hour (year five), and travel for all routine and emergency work will be reimbursed at the applicable IRS mileage rate in effect at the time.

Attachments

Quality Education Services and Training (QuEST) Cost Proposal

ATTACHMENT B - COST PROPOSAL FORM

Proposer Name: Quality Education Services and Training
Contact Person: Dominique Mills
Phone Number: (530) 742-0420
Email: DMillscrsquest@gmail.com

A. Fixed Monthly Cost

Proposers shall provide the total fixed monthly cost to complete the work as outlined in the Scope of Work for each potential year of the contract.

Contract Year	Fixed Monthly Cost	Total Annual Cost (Monthly Cost x 12)
Year 1	\$ <u>1,950</u>	\$ <u>23,400.00*</u>
Year 2	\$ <u>2,000</u>	\$ <u>24,000.00*</u>
Year 3	\$ <u>2,050</u>	\$ <u>24,600.00*</u>
Option Year 1	\$ <u>2,100</u>	\$ <u>25,200.00*</u>
Option Year 2	\$ <u>2,150</u>	\$ <u>25,800.00*</u>

*Mileage is an additional cost and will be billed at the Standard IRS Mileage Rate.

B. Hourly Rate for Extra Work / Emergency Cleanup

For extra work or emergency cleanup assigned by the Agency, proposers shall provide the hourly rate applicable for each contract year.

Contract Year	Hourly Rate (\$/hour)
Year 1	\$ <u>19.89</u>
Year 2	\$ <u>20.40</u>
Year 3	\$ <u>20.94</u>
Option Year 1	\$ <u>21.24</u>
Option Year 2	\$ <u>21.93</u>

Note: Travel for emergency work will be reimbursed at the current IRS mileage rate in effect at the time of travel.

C. Authorized Signature

I hereby certify that the costs proposed above are accurate and complete to the best of my knowledge and represent a binding offer in accordance with the requirements of this solicitation.

Authorized Representative Name: [REDACTED]
Title: Executive Director
Signature: [REDACTED]
Date: January 6, 2026

- END OF ATTACHMENT B -