



## MEETING NOTICE & AGENDA

**DATE:** Thursday, January 16, 2020

**TIME:** 4:00 P.M.

**PLACE:** Yuba County Board of Supervisors Chambers  
Yuba County Government Center  
915 8<sup>th</sup> Street  
Marysville, California

### I. **Call to Order & Roll Call**

Cardoza, Fletcher, Hudson, Leahy (Chair), Samayoa, Shaw, Sullenger and Whiteaker (Vice-Chair)

### II. **Board Business**

#### A. **Nomination and Election of Board Officers for 2020.**

1. Chair
2. Vice-Chair

#### B. **Statements of Economic Interest for 2020.** (Attachment)

#### C. **Annual Board Report.** (Attachment)

### 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 Consent Calendar are considered to be routine and can be enacted in one motion. There will be no separate discussion of these items prior to the time the Board votes on the motion unless members of the Board, staff or public request specific items to be discussed or removed from the Consent Calendar for specific action.

- A. Minutes from the Regular Meeting of November 21, 2019. (Attachment)
- B. Disbursement List for November 2019. (Attachment)
- C. Disbursement List for December 2019. (Attachment)
- D. Monthly Performance Report for November 2019. (Attachment)
- E. Monthly Performance Report for December 2019. (Attachment)

### V. **Reports**

- A. **State Low Carbon Transit Operations Program (LCTOP) Concepts.** Review and discussion of potential project alternatives/approaches for the FY 2019/20 cycle of LCTOP funding under the State Greenhouse Gas Reduction Fund. (Attachment)

RECOMMENDATION: Direct staff as desired.

**B. Project & Program Updates.**

1. Contractor Transition (Introduction of Renick House, General Manager)
2. Yuba College Sutter Center Student Shuttle (Started Monday, January 13<sup>th</sup>)
3. Feather River Air Quality Management District Grant Awards
4. Next Generation Transit Facility Plan
5. Surplus Bus Sales
6. Increased State Employee Transit Commute Subsidy
7. Expanded Transit Connections to Sacramento International Airport (Effective January 5<sup>th</sup>)
8. FY 2021 Budget Preview – February 20<sup>th</sup> Board Meeting

RECOMMENDATION: Information only.

**VI. Correspondence/Information**

**VII. Other Business**

**VIII. Adjournment**

**THE NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY, FEBRUARY 20, 2020  
AT 4:00 P.M. IN THE YUBA COUNTY BOARD OF SUPERVISORS CHAMBERS**

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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 (TTY) 634-6889 at least 72 hours in advance so such aids or services can be arranged.

AGENDA ITEM II – B  
STAFF REPORT

**STATEMENTS OF ECONOMIC INTEREST FOR 2020**

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. For continuing members and alternates, these annual statements are due April 1, 2020. An Assuming Office Statement must be filed by new members and alternates to the Board within 30 days. For those leaving 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 Board Directors and have an original signature and date on 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 on-line, and a copy of the Yuba-Sutter Transit Conflict of Interest Statement Code is available upon request.

If you have any questions regarding the filing of your Statement of Economic Interest, please contact the administrative office at 634-6880.

RECOMMENDATION: Information only.

## **AGENDA ITEM II – C STAFF REPORT**

### **YUBA-SUTTER TRANSIT AUTHORITY ANNUAL REPORT JANUARY 2020**

#### **Organizational History**

Yuba-Sutter Transit, known as the Hub Area Transit Authority (HATA) until January 1993, was formed in 1975 by Sutter and Yuba Counties and the Cities of Marysville and Yuba City as a joint powers agency (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 operation of 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. The system expanded again in 1982 to add a network of local fixed routes. 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 through the elimination of the local fixed route system, Sunday service and most rural area services in lieu 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. This 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 re-instated and the agency name was changed to the Yuba-Sutter Transit Authority effective January 1993.

#### **Services Provided**

Yuba-Sutter Transit has a fleet of 51 buses ranging in seated capacity from 16 to 57 passengers. In FY 2019, this fleet operated a combined 92,571 vehicle service hours and provided 931,951 one way passenger trips with our six local fixed routes; local demand response (Dial-A-Ride) service; intercity express commuter and midday service to downtown Sacramento; and, three rural routes serving Live Oak, Wheatland and the Yuba County foothills.

For the current fiscal year (FY 2020), approximately 57 percent of the operation will be provided as urban fixed route service. The local fixed route system provides service every 30 to 60 minutes on six routes with 14 buses in all day service Monday through Friday (12 on Saturdays) in Yuba City, Marysville, Linda and Olivehurst. Local fixed route service

is provided each weekday from approximately 6:30 a.m. to 6:30 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.

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. Fixed route ridership peaked in FY 2015 at 1,066,580 passenger trips, but it has dropped each year since to 731,507 trips in FY 2019 – a four-year reduction of 31 percent. While this decrease is generally consistent with recognized regional and national ridership trends, it was exacerbated by the 2015 fare policy changes that resulted in the elimination of local fixed route transfers to remove the incentive to ride multiple out of direction buses to effectively complete a round trip on just a single fare. The positive local economy and stable fuel prices during this period; chronic system on-time performance issues; and, fleet reliability challenges are all believed to be additional contributing factors to this long-term decline in ridership.

The local Dial-A-Ride service accounts for approximately 25 percent of the operation. This service is provided only within the urban area during regular weekday and Saturday fixed route service hours and weekday evenings from 6:00 p.m. to 9:30 p.m. Except for the weekday evening service, which is open to the general public without restriction, Dial-A-Ride service is available only to seniors age 65 and over and persons with disabilities. Dial-A-Ride is also 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 (down 11 percent from FY 2018 and 16 percent since FY 2015).

Sixteen percent of the operation is provided as service between Marysville/Yuba City and downtown Sacramento primarily in peak hour weekday commuter service. Beginning with two 15-passenger buses in 1990, the Sacramento commuter service now provides ten morning and ten afternoon peak hour schedules with another three midday schedules. This service is provided with a fleet of 13 specially equipped 57 seat tour-style buses. The 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.

Ridership on the combined Sacramento services plateaued at just under 160,000 annual passenger trips from FY 2011 through FY 2014 before gradually declining to a ten year low of 130,627 boardings in FY 2017 likely due to a combination of factors including the move of many state offices out of downtown Sacramento; changing state employee demographics; the lack of local population growth; stable and relatively low fuel prices; and, service reliability challenges from an aging commuter bus fleet. This trend has since reversed a bit with 134,381 passenger boardings in FY 2019 (up 3 percent over FY 2017). The introduction of seven new buses and free on-board Wi-Fi service in July 2018 certainly enhanced service quality and Sacramento ridership has continued to grow following the addition of new Highway 70 trips and other schedule adjustments in July 2019 to address capacity problems and persistent schedule adherence issues resulting from worsening downtown traffic conditions.

Limited route deviation services to the Yuba County foothills and the Cities of Live Oak and Wheatland account for the remaining operation. 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 Authority.

## **Administration and Finance**

Yuba-Sutter Transit is governed by a Board of Directors composed of two elected representatives from each of the four member jurisdictions. The Authority operates with a five person staff of a Transit Manager, two Program Managers (Finance & Administration and Planning & Marketing), a Program Analyst and an Administrative Assistant. Since 1988, Yuba-Sutter Transit's staff has also served as contract administrative staff to the Regional Waste Management Authority concurrent with their transit duties. Approximately 10 percent of the available staff time is now budgeted for waste management responsibilities. Through this shared staffing relationship, both agencies realize reduced administrative overhead expenses.

Yuba-Sutter Transit's operating expenses for FY 2020 are budgeted at \$8,304,800. The budgeted funding mix is about 29 percent Federal (Federal Transit Administration); 51 percent State and local (Transportation Development Act); 15 percent passenger fares; and, 5 percent miscellaneous income from special State grants, advertising, interest and contract service payments. The capital budget, which varies substantially from year to year, is \$5.6 million for FY 2020 with nearly all being used for the recent replacement of 11 local fixed route buses. Capital funding is derived from a mix of Federal, State and local sources depending on the project.

## **Major Projects**

**Facilities:** Yuba-Sutter Transit relocated in May 1996 to its combined maintenance, operating and administration facility (formerly the Seven-Up Bottling Company plant) at 2100 B Street in Marysville. The facility was remodeled and expanded again in 2011 to serve the site's projected ultimate maximum capacity of approximately 70 buses. Due to the recent adoption of state regulations requiring the purchase of only zero emission buses by no later than 2029 and pending state highway projects, Yuba-Sutter Transit is now launching a state funded Next Generation Transit Facility Site Selection planning process that will ultimately result in the purchase of new property for the development of a replacement transit facility within the next five to ten years.

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 largely with Federal funds obtained by Yuba-Sutter Transit. In 2012, this facility was nearly doubled in size to the current 164 spaces with Federal and local funds obtained exclusively by Yuba-Sutter Transit. Currently operating at near capacity levels, the facility site does have capacity for further expansion when funding is available. 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.

Yuba-Sutter Transit serves 282 designated (signed) bus stops including nine 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 boarding locations and other key points. Of these, 32 shelters and 68 benches are owned and/or maintained by Stott Outdoor Advertising. Except for five Wheatland owned shelters, the remaining units are owned by Yuba-Sutter Transit. The ad shelters and benches are provided at no cost to Yuba-Sutter Transit in exchange for the exclusive right to sell and place advertising on them while paying a small commission 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 four of the five local commuter bus stops.

**Vehicles:** The current revenue vehicle fleet includes 22 local fixed route buses, 16 demand response (Dial-A-Ride) buses and 13 specially equipped intercity commuter buses. As of December 2019, all the local fixed route buses are now modern, heavy-duty low-floor buses with seating capacities of 31 or 32 passengers. The demand response buses are on a cutaway van chassis with a seating capacity of 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. As of July 2018, all the commuter buses are now high-floor, tour-style buses with a seating capacity of 57 passengers. More than have the fleet was replaced in the last two years so the next major fleet replacement project is not scheduled until 2025.

**Services:** Following the 1993 reintroduction of local fixed route service, Yuba-Sutter Transit's operation steadily expanded over time in response to passenger demand as recommended in a series of Short Range Transit Plans. The most recent transit plan that was adopted in 2015 included service and policy recommendations for consideration through 2020 and beyond. This plan addressed extended weekday and Saturday service hours; 20-minute service frequencies on Routes 1 and 3; and, annual increases in the number of Dial-A-Ride service hours provided. Most of the proposed service enhancements have been deferred indefinitely in response to declining ridership since 2015. All fleet expansion recommendations were similarly deferred, but most of the other capital recommendations for fleet replacement; enhanced and expanded passenger facilities and transit centers; and, several technology projects have or soon will be completed.

**Technology:** While intentionally slow to adopt industry trends, we have adding new technology over the last five years as cost/benefit ratios have improved. These include the installation of on-board video surveillance systems on all buses; the replacement of an obsolete mobile radio system; the installation of video surveillance systems in three park and ride lots; the regional Connect Card electronic fare payment system; passenger Wi-Fi service on all commuter and local fixed route buses; and a real-time bus tracking passenger information system with both visual and audio automatic bus stop announcements. Technology projects now being implemented include a computer aided dispatching software that will include real-time passenger information.

### **Current and Future Issues**

Steady growth in federal transit funding, enhanced state transportation funding through Senate Bill 1 (2017), special state greenhouse gas reduction funding programs, recent fare increases, and a conservative budgeting approach have all combined to establish a strong financial foundation moving forward. Key financial factors for 2020 and beyond include the need for reauthorization of the multi-year federal transportation funding measure that is set to expire at the end of September; the significant local impact of the zero emission bus mandate including the need to replace the current facility; and, the need to reverse the declining ridership trend through strategic service adjustments and improved operations. Toward that end, Yuba-Sutter Transit has submitted a state grant application for a comprehensive operational analysis to evaluate these and other issues with an award decision expected in the spring of 2020.

The ability to efficiently and effectively meet both the current and anticipated demand for transit service will continue to be a challenge as all the approved or planned large scale developments in Yuba and Sutter Counties are in areas where public transportation is largely non-existent. The potential demand for services of every kind 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.

Plumas Lake and Sutter Pointe are two examples of this challenge because of their size and location outside of the existing service area; their low density, single-family residential nature; and, a primary market of out-of-area commuters. Many of those attracted by the lower cost of living and proximity to other 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 been constructed, approved or are under consideration across the region. Even individual projects such as Yuba College's Sutter County Center (2012) at the north edge of Yuba City or the Hard Rock Hotel & Casino Sacramento at Fire Mountain (2019) present significant operational and financial challenges because of the placement of these obvious trip generators far from any existing service without funding to support any related service expansion.

In addition, 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 already operates at or near capacity levels during peak periods.

The most immediate issue, however, results from the 2018 decision by the California Air Resources Board (CARB) to mandate the purchase of zero-emission buses (ZEBs) by all public transit agencies. The Innovative Clean Transit (ICT) regulation requires that at least 25 percent of all buses purchased by agencies with a fleet of 100 or more buses be powered by either battery electric or hydrogen fuel cell systems beginning in 2023. This same requirement for agencies like Yuba-Sutter Transit with less than 100 buses begins in 2026 and all transit agencies, regardless of fleet size, will be required to purchase only ZEBs starting in 2029. While this regulation will significantly increase bus costs, the greater impact to Yuba-Sutter Transit is the need to replace the current operating and maintenance facility within the next ten years to accommodate the infrastructure to support these new buses. This situation may be even more near-term than 2029 as Caltrans is planning a major Highway 70 project that would significantly compromise our ability to continue operating from the existing facility within the next five years.

## **Summary**

Despite the now almost five-year downward trend in systemwide ridership, the future of public transit in Yuba and Sutter Counties remains bright. While most transit operators have cut service, raised fares or both (some several times) since 2005, Yuba-Sutter Transit avoided such scenarios until the recent general fare increase due to 25 years of extraordinary ridership growth from 1990 to 2015 and a historically conservative fiscal and operational approach. Reversing Yuba-Sutter Transit's current negative ridership trend or just sustaining the overall progress of the last three plus decades will require continuous adjustments to maintain and creatively improve the existing system. Compared to other urban systems in California, Yuba-Sutter Transit operates a wide range of services at what is likely among the lowest hourly cost, but the mix, level and relative priority of these services must continually be evaluated in response to both demonstrated passenger demand as well as ever-changing federal, state and local funding and policy priorities and mandates.



**Additional Informational Resources**

Yuba-Sutter Transit System Fact Sheet (Revised January 2020)

Summary of Key Events (Revised January 2020)

Ride Guide and Individual Service Brochures (Effective July 1, 2019)

FY 2020 Operating and Capital Budgets (Adopted May 2019)

Yuba-Sutter Short Range Transit Plan (Adopted May 2015)

FY 2020 – FY 2024 Transportation Improvement Plan Program of Projects (Adopted June 2019)

FY 2041 Capital Improvement Plan (Adopted June 2019)

Website: [www.yubasuttertransit.com](http://www.yubasuttertransit.com)

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**YUBA-SUTTER TRANSIT  
SUMMARY OF KEY SYSTEM EVENTS  
REVISED JANUARY 2, 2020**

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 Marysville route; and, 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 book 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 which 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 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 for the ultimate capacity of up to 70 revenue vehicles
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 with 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 expansion of the Wheatland route 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
January 2020	Introduction of a free Yuba College Sutter Center Shuttle demonstration service operating Monday – Thursday on regular attendance days and finals / Initiation of a Next Generation Transit Facility Siting Plan for a replacement operating facility
Fall 2020	Pending Caltrans grant application to conduct a comprehensive operational analysis or systemwide transit plan which, if funded, would commence in late 2020

**YUBA-SUTTER TRANSIT -- SYSTEM FACT SHEET**

	AUDITED FY 09/10	AUDITED FY 10/11	AUDITED FY 11/12	AUDITED FY 12/13	AUDITED FY 13/14	AUDITED FY 14/15	AUDITED FY 15/16	AUDITED FY 16/17	AUDITED FY 17/18	AUDITED FY 18/19	PROJECTED & BUDGETED FY 19/20
<b>REVENUE FLEET</b>											
Dial-A-Ride / Rural Buses (14 - 16 Seats)	15	15	15	15	16	16	16	16	16	16	16
Local Fixed Route Buses (27 - 32 Seats)	18	18	18	17	22	22	22	22	22	22	22
Intercity Commuter Buses (41 - 57 Seats)	14	13	13	13	13	13	13	13	13	13	13
Total	47	46	46	45	51	51	51	51	51	51	51
<b>SERVICE HOURS</b>											
Fixed Route	49,791	50,049	50,383	50,542	50,623	51,526	52,472	51,126	51,966	51,817	53,500
Dial-A-Ride	21,590	22,878	23,414	24,054	24,674	24,812	24,771	24,476	25,387	24,291	23,000
Sacramento (Commuter & Midday)	13,661	13,558	13,729	13,731	13,536	13,373	13,530	13,449	13,817	14,060	14,700
Rural (Foothill, Live Oak & Wheatland)	1,716	1,744	1,752	1,810	1,811	1,837	2,374	2,314	2,343	2,404	2,500
Total	86,758	88,229	89,278	90,136	90,644	91,549	93,147	91,365	93,513	92,571	93,700
<b>PASSENGER TRIPS</b>											
Fixed Route	846,564	907,798	975,805	986,356	1,045,508	1,066,580	971,606	858,384	817,937	731,507	700,000
Dial-A-Ride	60,240	63,804	63,979	65,537	69,672	70,088	70,047	68,023	66,230	59,093	55,000
Sacramento (Commuter & Midday)	149,987	156,513	159,949	157,797	158,213	154,896	144,327	130,627	132,626	134,381	148,000
Rural (Foothill, Live Oak & Wheatland)	4,073	5,214	4,797	6,144	6,218	5,058	6,285	6,181	5,843	6,970	7,000
Total	1,060,864	1,133,329	1,204,530	1,215,834	1,279,611	1,296,622	1,192,265	1,063,215	1,022,636	931,951	910,000
<b>PASSENGER TRIPS / SERVICE HOUR</b>											
Fixed Route	17.0	18.1	19.4	19.5	20.7	20.7	18.5	16.8	15.7	14.1	13.1
Dial-A-Ride	2.8	2.8	2.7	2.7	2.8	2.8	2.8	2.8	2.6	2.4	2.4
Sacramento (Commuter & Midday)	11.0	11.5	11.7	11.5	11.7	11.6	10.7	9.7	9.6	9.6	10.1
Rural (Foothill, Live Oak & Wheatland)	2.4	3.0	2.7	3.4	3.4	2.8	2.6	2.7	2.5	2.9	2.8
Total	12.2	12.8	13.5	13.5	14.1	14.2	12.8	11.6	10.9	10.1	9.7
<b>OPERATING EXPENSES</b>											
	\$5,326,033	\$5,684,862	\$5,836,452	\$5,976,479	\$6,283,876	\$6,350,674	\$6,407,831	\$6,719,268	\$7,265,304	\$7,301,375	\$8,304,800
<b>OPERATING REVENUES</b>											
Federal	\$1,990,790	\$2,110,512	\$2,162,536	\$2,235,000	\$2,407,718	\$2,386,000	\$2,328,256	\$2,267,330	\$2,359,913	\$2,325,329	\$2,400,000
State & Local (TDA)	2,064,776	2,172,283	2,247,926	2,296,830	2,394,870	2,478,966	2,613,445	2,888,072	3,558,703	3,538,939	4,228,500
Miscellaneous	100,311	85,200	51,028	49,103	42,432	39,029	131,322	285,218	178,263	190,773	405,300
Fares	1,170,156	\$1,316,867	1,374,962	1,395,546	1,438,856	1,446,679	1,334,808	1,278,648	1,168,425	1,246,334	1,271,000
Total	\$5,326,033	\$5,684,862	\$5,836,452	\$5,976,479	\$6,283,876	\$6,350,674	\$6,407,831	\$6,719,268	\$7,265,304	\$7,301,375	\$8,304,800
<b>AVERAGE FARE / PASSENGER</b>											
	\$1.10	\$1.16	\$1.14	\$1.15	\$1.12	\$1.12	\$1.12	\$1.20	\$1.14	\$1.34	\$1.40
<b>FARE RECOVERY RATIO*</b>											
	22.9%	24.2%	23.6%	23.4%	22.9%	22.6%	20.8%	19.0%	17.9%	18.5%	15.3%
<b>OPERATING COST / PASSENGER</b>											
	\$5.02	\$5.02	\$4.85	\$4.92	\$4.91	\$4.90	\$5.37	\$6.32	\$7.10	\$7.83	\$9.13
<b>OPERATING COST / SERVICE HOUR</b>											
	\$61.39	\$64.43	\$65.37	\$66.31	\$69.32	\$69.37	\$68.79	\$73.54	\$77.69	\$78.87	\$88.63

\* Calculated Pursuant to California Transportation Development Act Standards (Yuba-Sutter Transit's Minimum Required Farebox Recovery Ratio is 14.6%)

Revised January 2, 2020 with Audited Figures For FY 2019 (with Related Farebox Recovery Ratio Revision for FY 2018) & Projected Year-End Operational Figures for FY 2020

**AGENDA ITEM IV – A**

**YUBA-SUTTER TRANSIT AUTHORITY  
MEETING MINUTES  
NOVEMBER 21, 2019**

**I. Call to Order & Roll Call** (4:02 pm)

Present: Cardoza, Fletcher, Leahy (Chair), Samayoa, Simmons (for Hudson), Shaw, Sullenger and Ziegenmeyer (for Whiteaker)

Absent: Hudson and Whiteaker

**II. Public Business from the Floor**

None

**III. Consent Calendar**

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

**IV. Reports**

**A. Next Generation Transit Facility Site Study Consulting Contract Award.**

Martin presented the background for the Next Generation Zero Emission Resilient Transit Facility Plan which is being funded through an Adaptation Planning Grant from Caltrans. Due to new State regulations for zero emission buses, it will be necessary to replace the current facility and a Request for Proposals (RFP) was released for consultants to assist in that process. This project is budgeted for \$200,000 including the required local matching funds. Four firms submitted proposals and all four were interviewed by Martin, Adam Hansen, Kevin Malen from Yuba County and Diana Langley from Yuba City. The panel is unanimously recommending the selection of WSP USA, Inc. as offering the best overall value to the agency.

Director Fletcher made a motion to award the Next Generation Transit Facility Site Study Consulting Contract to WSP USA as proposed. Director Cardoza seconded the motion and it carried unanimously.

Martin advised the Board that they may receive unsolicited suggestions for possible sites noting that all such inquiries or recommendations should be directed to him as all site suggestions would be considered and screened through the selection criteria.

Director Fletcher asked what would constitute a “perfect site” and Director Cardoza asked how much acreage would be ideal. Martin explained that it is too early in the process to describe the perfect site or set target acreage as WSP will clarify all the site needs based on system projections and facility requirements including future service area, fleet characteristics, proximity to the route and utility needs for a zero emission bus

fleet as well as complying with the requirements of the adaptation planning grant in regards to climate impact factors.

**B. State Transit Assistance (STA) State of Good Repair (SGR) Fund Claim Authorization.**

Martin presented the claim for long programmed State of Good Repair (SGR) funding that will be part of the funding package for the 11 new replacement local fixed route buses that are now being delivered.

Director Fletcher made a motion to adopt Resolution No. 12-19 authorizing the submittal of Yuba-Sutter Transit's FY 2017/2018, FY2018/2019, and FY 2019/2020 STA-SGT claim as proposed. Director Cardoza seconded the motion and it carried unanimously.

**C. Holiday Schedule Change.**

Martin presented a proposal to close the Administrative Office on Monday, December 23<sup>rd</sup>. This is typically a slow workday due to the holidays and each member of the administrative staff would use eight hours of annual leave for the day.

Director Cardoza made a motion to authorize closure of the administrative office on Monday, December 23, 2019 as proposed. Director Fletcher seconded the motion and it was approved unanimously.

**D. First Quarter Performance Report for FY 2019-20.**

Martin stated that there was a new handout with a correction for a change in the total fare revenue received during the quarter and the allocation of those revenues between the local fixed route and Dial-A-Ride services. Overall, the four-year decline in ridership continued in the first quarter, but the net impact of the July fare increase was a healthy increase in both fare revenue and fare box ratio. The nearly two-year positive ridership trend on our Sacramento services continued despite the fare increase possibly due to the schedule changes and the addition of a new Highway 70 schedule which also took effect in July. The new buses that are now being put into service on the local fixed routes should help ridership as they are replacing some very unreliable buses.

**E. Project & Program Updates**

**1. FRAQMD Finance Committee Grant Award Recommendations**

Martin stated that the FRAQMD Finance Committee is recommending full grant awards for the Discount Monthly Pass Program and the Live Oak Service Expansion for a total of \$155,000. The full board will be considering these recommendations at their meeting on December 9, 2019.

**2. Sikh Parade Parking Shuttle Results**

Martin displayed pictures of the loading area for the shuttle service at the Sikh Parade that took place on Sunday, November 3, 2019. He estimates that we had approximately 30,000 – 35,000 boardings over the day with 24 buses providing 241 hours of service.

Martin stated that we are operating at our peak capacity on Sunday. However, due to increased attendance over all three days of the festival, organizers are thinking about the need for service on Friday night for the fireworks display and on Saturday as well to reduce traffic and parking issues near the temple.

### **3. Unmet Transit Needs Hearing Results**

Martin presented the results of the Unmet Transit Needs Hearing from November 5, 2019. Director Leahy was the hearing chairman for SACOG. Martin stated that of the 12 comments received, four were for free student passes. Other requests included more rural service, Saturday service for Live Oak and Sunday service. There was also a request to provide service between Live Oak and Gridley.

Martin also stated that Storer Transit Systems has hired a General Manager, Renick House, who will be introduced at the next Board meeting. His first day will be on Monday, November 25<sup>th</sup>.

Director Samayoa asked if he could receive the board packet in electronic format. Martin stated that it is possible to do so for any who may desire it in electronic format.

### **V. Correspondence/Information**

None

### **VI. Other Business**

Director Samayoa invited everyone to join the City of Marysville for the tree lighting ceremony on December 6 and the Christmas Parade on December 7<sup>th</sup>.

Director Leahy advised that during the Unmet Transit Needs Hearing with SACOG there was discussion about a route to the Sacramento Airport that would include Sutter County and that he will provide an update when a recommendation is made.

Director Simmons extended congratulations to Director Samayoa for his selection as Vice-Chair of SACOG.

### **VII. Adjournment**

The meeting was adjourned at 4:31 pm.

**THE NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY, DECEMBER 19, 2019  
AT 4:00PM IN THE YUBA COUNTY BOARD OF SUPERVISORS CHAMBERS**

**AGENDA ITEM IV-B  
YUBA-SUTTER TRANSIT  
DISBURSEMENT LIST  
MONTH OF NOVEMBER 2019**

CHECK NO.	AMOUNT	VENDOR	PURPOSE
EFT	\$ 5,440.52	PERS HEALTH	HEALTH INSURANCE
EFT	\$ 2,802.34	PERS RETIREMENT	RETIREMENT PAYMENT (EMPLOYER SHARE)
EFT	\$ 600.00	CALPERS 457 PLAN	EMPLOYER CONTRIBUTION
EFT	\$ 33,234.56	PAYROLL	PAYROLL
EFT	\$ 400.00	FRANCOTYP-POSTALIA INC	POSTAGE RESET
EFT	\$ 1,596.44	PRINCIPAL MUTUAL LIFE INSURANCE	L/D/LTD INSURANCE
EFT	\$ 306.38	CALIFORNIA WATER SERVICE	WATER
EFT	\$ 34.42	CALIFORNIA WATER SERVICE	FIRE SUPPRESSION
EFT	\$ 3,074.78	PG&E	ELECTRIC
EFT	\$ 43.33	PG&E	ELECTRIC #2 - PARKING LOT LIGHTS
EFT	\$ 62.79	PG&E	GAS
EFT	\$ 169.77	CARDMEMBER SERVICES	RABOBANK CREDIT CARD
EFT	\$ 213.72	UTILITY MANAGEMENT SERVICES	SEWER
EFT	\$ 255.03	ELAVON	MERCHANT SERVICE FEE - NOVEMBER
EFT	\$ 162.84	PRIMEPAY	PAYROLL FEE
16751	\$ 175.00	ALL SEASONS TREE & TURF CARE	LANDSCAPING MAINTENANCE/WEED CONTROL
16752	\$ 50.00	BILL SIMMONS	BOARD MEETING 10/17/19
16753	\$ 65.00	BOB'S LOCK & KEY SHOP	SERVICE CALL & OPEN LOCKED DOOR
16754	\$ 925.00	CALIFORNIA FIRE SYSTEMS, INC	5 YEAR FIRE INSPECTION
16755	\$ 3,773.69	CONNECT CARD REGIONAL SERV CENTER	DEFERRED CREDITS CONNECT CARD
16756	\$ 2,250.00	DIGITAL DEPLOYMENT	WEBSITE SERVICES JUNE - OCTOBER
16757	\$ 20,660.37	FLYERS ENERGY	FUEL - DIESEL
16758	\$ 2,934.47	HANCOCK PETROLEUM ENGINEERING	LABOR AND PARTS FOR COMPRESSOR REPAIR
16759	\$ 50.00	JIM WHITEAKER	BOARD MEETING 10/17/19
16760	\$ 50.00	MANNY CARDOZA	BOARD MEETING 10/17/19
16761	\$ 50.00	MIKE LEAHY	BOARD MEETING 10/17/19
16762	\$ 293.26	QUILL CORPORATION	JANITORIAL SUPPLIES
16763	\$ 1,100.00	RC JANITORIAL	JANITORIAL SERVICES - OCTOBER
16764	\$ 7,811.63	RAMOS OIL COMPANY	FUEL - GAS
16765	\$ 50.00	RON SULLENGER	BOARD MEETING 10/17/19
16766	\$ 21,395.12	SC FUELS	FUEL - DIESEL
16767	\$ 50.00	SHELBY'S PEST CONTROL	PEST CONTROL - OCTOBER
16768	\$ 487.04	STANLEY SECURITY SOLUTIONS, INC	SECURITY SERVICES
16769	\$ 357.57	STAPLES CREDIT PLAN	COPY PAPER, LEGAL PAPER, ENVELOPES
16770	\$ 450.00	STOTT OUTDOOR ADVERTISING	POWER WASHING/CLEANING OF SHELTERS
16771	\$ 135.00	SUTTER BUTTES COMMUNICATION INC	LABOR FOR REPAIR OF RADIO ON BUS #3230
16772	\$ 116.71	SUTTER COUNTY LIBRARY	CONNECT CARD/DEFERRED CREDITS
16773	\$ 1,574.51	T-MOBILE	WIFI SERVICES FOR BUSES OCTOBER 2019
16774	\$ 725.00	TECHNOLOGY UNLIMITED	ANNUAL SERVICE AGREEMENT FOR COIN COUNTER
16775	\$ 3,322.13	TEHAMA TIRE SERVICE INC	TUBES/TIRES
16776	\$ 369.67	TELELINK BUSINESS TELEPHONE SYSTEMS	MOVE PHONE EXTENSIONS AND CHANGE NAMES
16777	\$ 272.79	TIAA COMMERCIAL FINANCE, INC	COPIER LEASE - OCTOBER 2019
16778	\$ 1,750.00	ALLIANT NETWORKING SERVICES, INC	IT SERVICE FOR DECEMBER 2019
16779	\$ 470.35	COMCAST BUSINESS	TELEPHONE SERVICE FOR NOVEMBER
16780	\$ 243.25	COMCAST BUSINESS	INTERNET SERVICE FOR NOVEMBER
16781	\$ 450.00	DIGITAL DEPLOYMENT	WEBSITE SERVICES NOVEMBER
16782	\$ 2,855.79	EAST BAY TIRE CO	TUBES/TIRES
16783	\$ 9,083.70	NORTH VALLEY DIESEL	LABOR & PARTS FOR #3239 TRANSMISSION REPAIR
16784	\$ 1,059.77	QuEST	MAINTENANCE OF BUS STOPS/SHELTERS
16785	\$ 2,876.03	RAMOS OIL COMPANY	FUEL -GAS
16786	\$ 25.00	REBEKAH RILEY	BIKE LOCKER DEPOSIT REFUND
16787	\$ 674.84	SC FUELS	DEF FLUID
16788	\$ 50.00	SHELBY'S PEST CONTROL	PEST CONTROL - NOVEMBER
16789	\$ 17,891.60	SIGNWORX	LOGOS, LETTER AND STRIPE BUS #3150 - 3158
16790	\$ 125.00	SMITH & NEWALL	CONSULTATION SERVICES FOR 9/3 - 9/30/19
16791	\$ 8,806.00	SPORTWORKS NORTHWEST INC	BIKE RACKS FOR FIXED ROUTE BUSES
16792	\$ 830.53	TEHAMA TIRE SERVICE INC	TUBES/TIRES
16793	\$ 101.89	UP & RUNNING COMPUTER CENTER	SERVICE ON PRINTER FOR FUEL TANK
	\$ 165,184.63		

**LAIF  
TRANSFERS**



**AGENDA ITEM IV-C  
YUBA-SUTTER TRANSIT  
DISBURSEMENT LIST  
MONTH OF DECEMBER 2019**

CHECK NO.	AMOUNT	VENDOR	PURPOSE
EFT	\$ 5,440.52	PERS HEALTH	HEALTH INSURANCE
EFT	\$ 2,802.34	PERS RETIREMENT	RETIREMENT PAYMENT (EMPLOYER SHARE)
EFT	\$ 600.00	CALPERS 457 PLAN	EMPLOYER CONTRIBUTION
EFT	\$ 46,279.50	PAYROLL	PAYROLL
EFT	\$ 1,596.44	PRINCIPAL MUTUAL LIFE INSURANCE	L/D/LTD INSURANCE
EFT	\$ 293.47	CALIFORNIA WATER SERVICE	WATER
EFT	\$ 34.42	CALIFORNIA WATER SERVICE	FIRE SUPPRESSION
EFT	\$ 2,549.10	PG&E	ELECTRIC
EFT	\$ 37.79	PG&E	ELECTRIC #2 - PARKING LOT LIGHTS
EFT	\$ 164.30	PG&E	GAS
EFT	\$ 422.24	CARDMEMBER SERVICES	RABOBANK CREDIT CARD
EFT	\$ 213.72	UTILITY MANAGEMENT SERVICES	SEWER
EFT	\$ 381.18	ELAVON	MERCHANT SERVICE FEE - NOVEMBER
EFT	\$ 162.84	PRIMEPAY	PAYROLL FEE
16794	\$ 15.00	YUBA CITY CHARTER SCHOOL	OVERPAYMENT REFUND
16795	\$ 175.00	ALL SEASONS TREE & TURF CARE	LANDSCAPING MAINTENANCE/WEED CONTROL
16796	\$ 50.00	BILL SIMMONS	BOARD MEETING 11/21/19
16797	\$ 740.00	CAL ACT	2020 MEMBERSHIP RENEWAL FEE
16798	\$ 3,352.08	CONNECT CARD REGIONAL SERVICE CENTER	DEFERRED CREDITS CONNECT CARD
16799	\$ 50.00	DAVID SHAW	BOARD MEETING 11/21/19
16800	\$ 168.87	FRANCOTYP-POSTALIA INC	POSTAGE RENTAL
16801	\$ 5,375,511.90	GILLIG LLC	11 FIXED ROUTE BUSES
16802	\$ 19,574.66	HUNT & SONS, INC	BUS FUEL - DYED DIESEL
16803	\$ 1,301.72	KEITH MARTIN	1ST & 2ND QUARTER REIMBURSEMENTS
16804	\$ 50.00	MANNY CARDOZA	BOARD MEETING 11/21/19
16805	\$ 50.00	MIKE LEAHY	BOARD MEETING 11/21/19
16806	\$ 50.00	MIKE ZIEGENMEYER	BOARD MEETING 11/21/19
16807	\$ 95.80	PREMIER PRINT & MAIL	PRINTING BUSINESS CARDS - KEITH MARTIN
16808	\$ 320.12	QUILL CORPORATION	JANITORIAL AND OFFICE SUPPLIES
16809	\$ 1,100.00	RC JANITORIAL	JANITORIAL SERVICES - NOVEMBER
16810	\$ 5,784.92	RAMOS OIL COMPANY	BUS FUEL - GAS
16811	\$ 50.00	RANDY FLETCHER	BOARD MEETING 11/21/19
16812	\$ 50.00	RICKY SAMAYOA	BOARD MEETING 11/21/19
16813	\$ 50.00	RON SULLENGER	BOARD MEETING 11/21/19
16814	\$ 42,039.59	SC FUELS	BUS FUEL - DYED DIESEL
16815	\$ 413.25	SC FUELS	DEF FLUID
16816	\$ 487.04	STANLEY SECURITY SOLUTIONS INC	SECURITY SERVICE 1/1/2020 - 1/31/2020
16817	\$ 79.09	STAPLES	OFFICE SUPPLIES - CALENDARS AND CLOCK
16818	\$ 4,835.90	SUTTER BUTTES COMMUNICATION INC	INSTALLATIONS OF RADIOS IN 11 NEW MB BUSES
16819	\$ 103.67	SUTTER COUNTY LIBRARY	DEFERRED CREDITS CONNECT CARD
16820	\$ 1,574.51	T-MOBILE	WIFI SERVICE FOR BUSES NOVEMBER 2019
16821	\$ 272.79	TIAA COMMERCIAL FINANCE, INC	COPIER LEASE - NOVEMBER 2019
16822	\$ 14,724.89	A-Z BUS SALES	MOVE CAMERAS TO 11 NEW GILLIG BUSES
16823	\$ 143.27	ADVANCED DOCUMENTS CONCEPTS	COPY MACHINE - OCTOBER AND NOVEMBER
16824	\$ 1,750.00	ALLIANT NETWORKING SERVICES, INC	JANUARY IT SERVICES
16825	\$ 3,500.00	CALIFORNIA TRANSIT ASSOCIATION	MEMBERSHIP DUES 2020
16826	\$ 470.35	COMCAST BUSINESS	TELEPHONE SERVICE FOR DECEMBER
16827	\$ 243.25	COMCAST BUSINESS	INTERNET SERVICE FOR DECEMBER
16828	\$ 450.00	DIGITAL DEPLOYMENT	WEBSITE SERVICES DECEMBER
16829	\$ 17,738.97	HUNT & SONS, INC	BUS FUEL - DIESEL
16830	\$ 349.00	LETTER PUBLICATIONS, INC	RENEWAL FOR TRANSIT ACCESS REPORT 2020
16831	\$ 1,059.77	QuEST	MAINTENANCE OF BUS STOPS/SHELTERS
16832	\$ 2,327.76	RAMOS OIL COMPANY	BUS FUEL - GAS
16833	\$ 7,884.00	REI	AVL ANNUAL RENEWAL FEE 2020
16834	\$ 448.55	SC FUELS	BUS FUEL - DEF
16835	\$ 50.00	SHELBY'S PEST CONTROL	PEST CONTROL - DECEMBER
16836	\$ 979,201.29	STORER TRANSIT SYSTEMS	CONTRACT SERVICES - OCTOBER & NOVEMBER
16837	\$ 7,483.50	SUTTER BUTTES COMMUNICATION INC	SERVICE AGREEMENT & REPEATER FEES
16838	\$ 3,387.92	TEHEMA TIRE SERVICE INC	TUBES/TIRES
16839	\$ 15,448.10	STORER TRANSIT SYSTEMS	SPECIAL EVENT SHUTTLE: SIKH PARADE
16840	\$ 405.00	SUTTER BUTTES COMMUNICATION INC	PROGRAM ID IN 11 NEW BUS RADIOS & CONSOLE
	\$ 6,576,389.39		

**LAIF  
TRANSFERS**

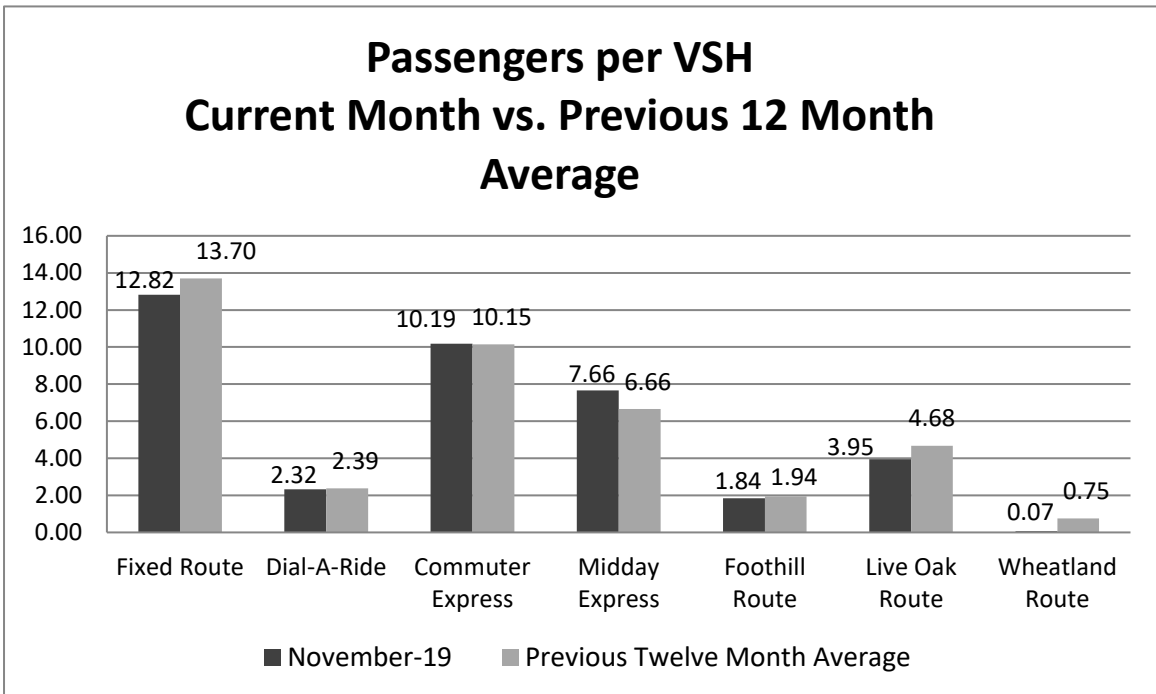
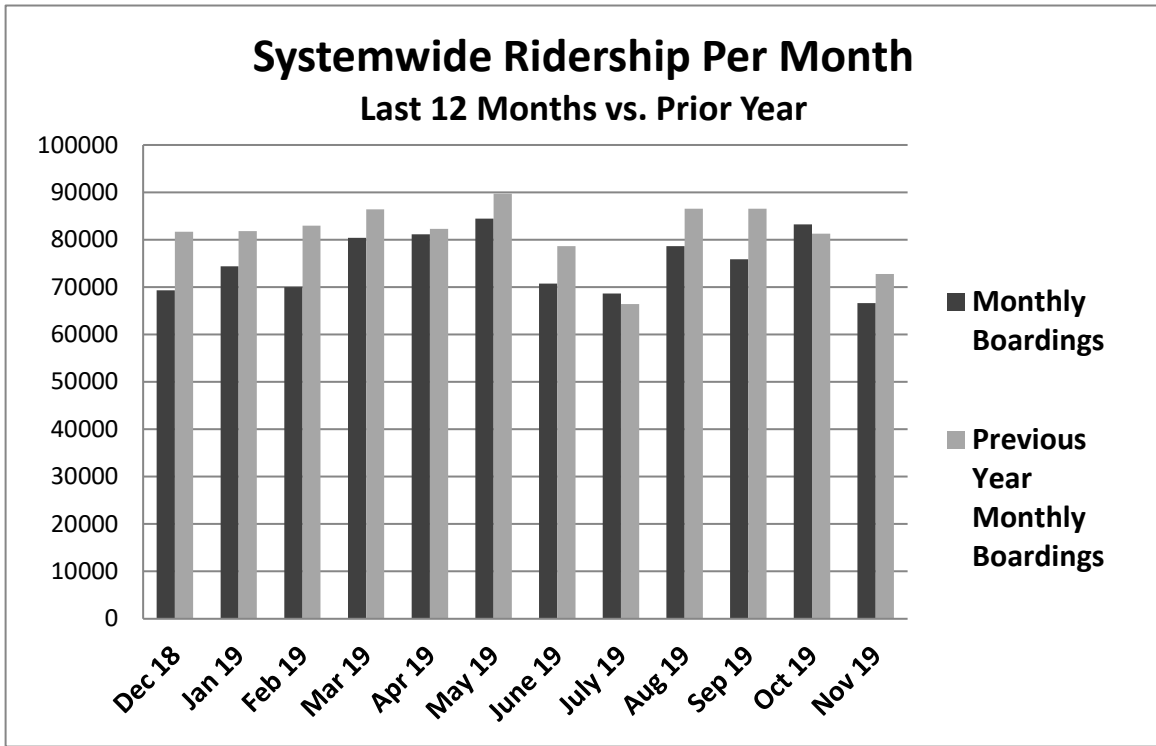
\$ 140,000.00 TRANSFER TO CHECKING 12/5/19

## AGENDA ITEM IV - D

### NOVEMBER 2019 PERFORMANCE REPORT

<b>Ridership:</b>	<b>November-19</b>	<b>Previous Twelve Month Average</b>	<b>Fiscal YTD</b>	<b>Previous Fiscal YTD</b>
Fixed Route	51,577	59,012	286,835	316,157
Dial-A-Ride	4,143	4,729	22,682	25,713
Commuter Express	9,385	10,435	55,137	51,151
Midday Express	1,082	1,082	5,688	5,223
Foothill Route	124	157	717	1,012
Live Oak Route	305	361	1,914	1,857
Wheatland Route	3	33	62	335
<b>Total Ridership:</b>	<b>66,619</b>	<b>75,809</b>	<b>373,035</b>	<b>401,448</b>
<b>Vehicle Service Hours:</b>				
Fixed Route	4,024.12	4,306.63	21,337.89	21,754.74
Dial-A-Ride	1,786.78	1,982.84	9,603.25	10,352.41
Commuter Express	921.45	1,028.30	5,305.10	5,112.38
Midday Express	141.29	162.38	819.16	806.80
Foothill Route	67.27	80.84	402.81	406.24
Live Oak Route	77.28	77.14	395.79	389.82
Wheatland Route	43.17	43.71	231.08	228.03
<b>Total VSH's:</b>	<b>7,061.36</b>	<b>7,681.84</b>	<b>38,095.08</b>	<b>39,050.42</b>
<b>Passengers Per Hour:</b>				
Fixed Route	12.82	13.70	13.44	14.53
Dial-A-Ride	2.32	2.39	2.36	2.48
Commuter Express	10.19	10.15	10.39	10.01
Midday Express	7.66	6.66	6.94	6.47
Foothill Route	1.84	1.94	1.78	2.49
Live Oak Route	3.95	4.68	4.84	4.76
Wheatland Route	0.07	0.75	0.27	1.47
<b>Total Passengers Per VSH:</b>	<b>9.43</b>	<b>9.87</b>	<b>9.79</b>	<b>10.28</b>

## NOVEMBER 2019 PERFORMANCE REPORT

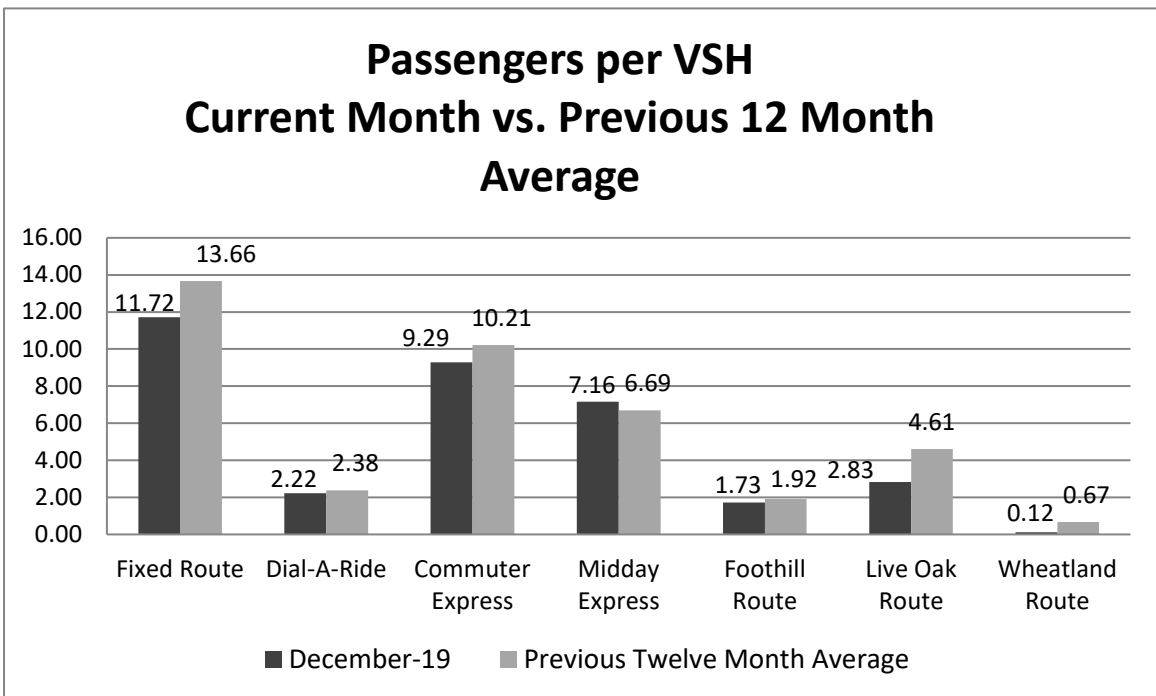
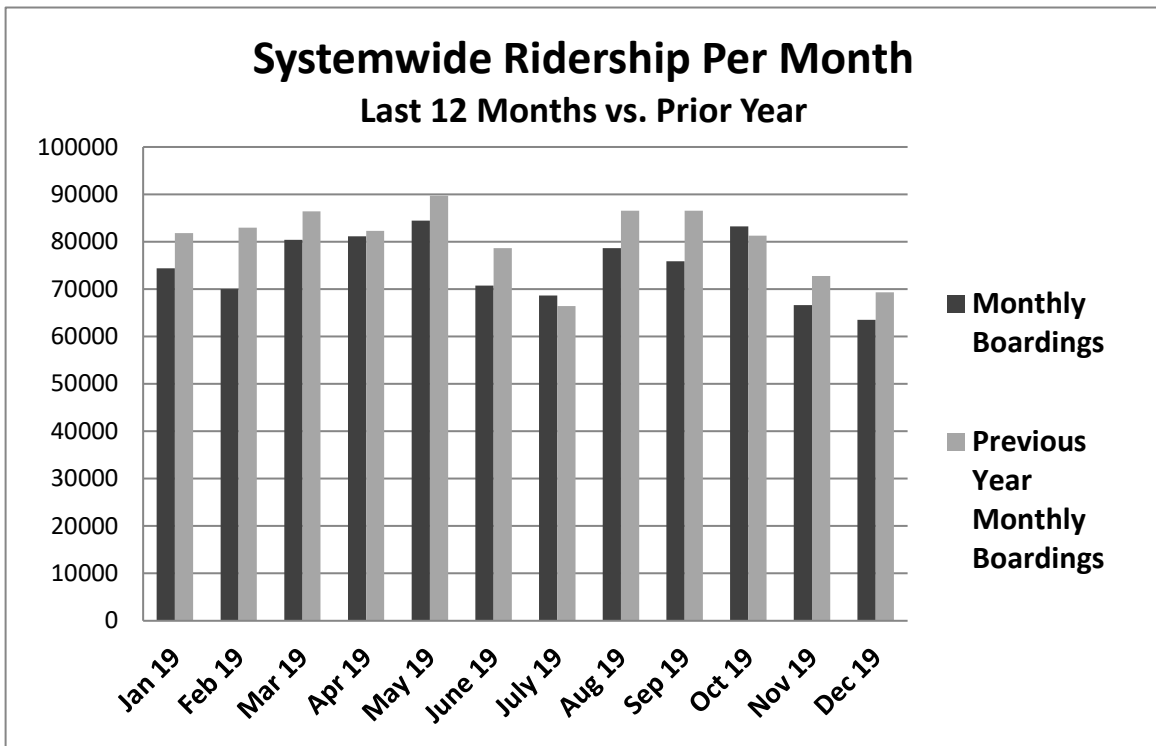


## AGENDA ITEM IV - E

### DECEMBER 2019 PERFORMANCE REPORT

<b>Ridership:</b>	<b>December-19</b>	<b>Previous Twelve Month Average</b>	<b>Fiscal YTD</b>	<b>Previous Fiscal YTD</b>
Fixed Route	47,839	58,515	334,674	370,793
Dial-A-Ride	4,185	4,672	26,867	30,216
Commuter Express	9,910	10,486	65,047	59,668
Midday Express	1,205	1,084	6,893	6,311
Foothill Route	132	153	849	1,189
Live Oak Route	223	356	2,137	2,259
Wheatland Route	5	29	67	362
<b>Total Ridership:</b>	<b>63,499</b>	<b>75,295</b>	<b>436,534</b>	<b>470,798</b>
<b>Vehicle Service Hours:</b>				
Fixed Route	4,083.25	4,283.32	25,421.14	25,990.74
Dial-A-Ride	1,885.25	1,961.82	11,488.50	12,348.25
Commuter Express	1,067.01	1,026.87	6,372.11	6,083.35
Midday Express	168.21	161.88	987.37	964.29
Foothill Route	76.30	80.05	479.11	477.74
Live Oak Route	78.71	77.12	474.50	464.79
Wheatland Route	43.34	43.63	274.42	262.71
<b>Total VSH's:</b>	<b>7,402.07</b>	<b>7,634.68</b>	<b>45,497.15</b>	<b>46,591.87</b>
<b>Passengers Per Hour:</b>				
Fixed Route	11.72	13.66	13.17	14.27
Dial-A-Ride	2.22	2.38	2.34	2.45
Commuter Express	9.29	10.21	10.21	9.81
Midday Express	7.16	6.69	6.98	6.54
Foothill Route	1.73	1.92	1.77	2.49
Live Oak Route	2.83	4.61	4.50	4.86
Wheatland Route	0.12	0.67	0.24	1.38
<b>Total Passengers Per VSH:</b>	<b>8.58</b>	<b>9.86</b>	<b>9.59</b>	<b>10.10</b>

## DECEMBER 2019 PERFORMANCE REPORT



AGENDA ITEM V – A  
STAFF REPORT

**LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)  
FUNDING PROJECTS**

**Background**

The Low Carbon Transit Operations Program (LCTOP) is one of several programs that are part of the Transit, Affordable Housing, and Sustainable Communities Program established by the California Legislature in 2014 by Senate Bill 862. LCTOP was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility with a priority on serving State identified disadvantaged and low-income communities (DAC's). Agencies such as Yuba-Sutter Transit whose service area includes one or more disadvantaged communities must expend at least 50 percent of the money received on projects that will benefit those communities. Assembly Bill 1550 (2016) additionally requires that 10 percent of the funds must benefit low income households that are within disadvantaged/low-income communities or within ½ mile of a disadvantaged or low-income community. Senate Bill 1119 (2018) increased project flexibility by allowing transit agencies to waive the requirement of expending 50 percent of the total allocation within and benefiting a DAC for the following:

- a) New or expanded transit service that connects with transit service serving disadvantaged communities, as identified in Section 39711 of, or in low-income communities, as defined in paragraph (2) of subdivision (d) of Section 39713 of, the Health and Safety Code.
- b) Transit fare subsidies and network and fare integration technology improvements, including, but not limited to, discounted or free student transit passes.
- c) The purchase of zero-emission transit buses and supporting infrastructure.

Within the above parameters, LCTOP projects are primarily intended to support new or expanded bus or rail services; expand intermodal transit facilities; and, may include equipment acquisition, fueling, maintenance and other costs to operate those services or facilities with each project required to reduce greenhouse gas emissions. They can also be used to purchase zero-emission replacement vehicles and the provision of fueling infrastructure for zero-emission vehicles.

LCTOP funding is distributed under the same formula that is used for the State Transit Assistance (STA) program and is available only to STA eligible recipients. As a result, Yuba-Sutter Transit is the only eligible claimant for LCTOP funding in the bi-county area. Caltrans is responsible for ensuring that the statutory requirements of the program are met in terms of project eligibility, greenhouse gas reductions, disadvantaged community benefits and other requirements of law. Recipients are encouraged to select those projects that maximize public benefits for transit ridership, greenhouse gas reductions, disadvantaged community benefits and other co-benefits.

Statewide LCTOP funding levels fluctuated wildly (from \$25 to \$147 million) through the first five cycles as this funding is provided through a continuous appropriation of five percent of the annual auction proceeds in the Greenhouse Gas (GHG) Reduction Fund. Despite past fluctuations, Caltrans anticipates that the FY 2020 allocation will be similar to that which was received in the last cycle. The Yuba-Sutter Transit allocation and projects for each cycle are shown below.

FY 2015	\$60,305	North Beale Transit Center Improvements (Complete)
FY 2016	\$180,417	Bus Stop Enhancement Project (Complete)
FY 2017	\$82,455	Connect Card Implementation Expenses (In Progress)
FY 2018	\$226,068	Yuba College Sutter Center Shuttle (In Progress)
FY 2019	\$336,962	Enhanced Peak Hour Sacramento Service & Yuba College Sutter Center Shuttle (In Progress)

LCTOP allocation requests will need to be submitted to SACOG by February 21<sup>st</sup> before their final submittal to Caltrans by March 31<sup>st</sup>. Caltrans in coordination with the California Air Resources Board (ARB) will determine if proposals are eligible for funding before authorizing the release of funds to the various agencies for eligible expenditures starting July 1<sup>st</sup>.

**Eligible Projects**

The LCTOP was created to provide operating and capital assistance for transit agencies to reduce GHG emissions and improve mobility with a priority on serving DACs. Per **Public Resource Code 75230 (f) (1-3)** moneys from the program shall be expended to provide transit operating or capital assistance that meets **any** of the following:

1. Expenditures that directly enhance or expand transit service by supporting new or expanded bus or rail services, new or expanded water-borne transit, or expanded intermodal transit facilities, and may include equipment acquisition, fueling, and maintenance and other costs to operate those services or facilities.
2. Operational expenditures that increase transit mode share.
3. Expenditures related to the purchase of zero-emission replacement buses, including electric buses, and the installation of the necessary equipment and infrastructure to operate and support zero-emission buses.

Caltrans, in coordination with the ARB, reviews Allocation Requests to determine if the project supports at least one of the above listed criteria; decreases GHG emissions; and, if applicable, provides the requisite DAC benefits.

**Potential Projects**

According to the State Controller’s Office, approximately the same amount of LCTOP funding as was received last year (\$337,000) is expected to be available for the FY 2020 cycle. For discussion purposes, these funds can be allocated to one or more of the following example projects or some

other yet-to-be-named project, but they must be tied to a specific project by the February meeting to avoid losing them for local use as they cannot be simply rolled-over into another year without a specific project designation.

1. Extend the Local Fixed Route Service One Hour – Routes now end around 6:30 p.m. on weekdays and 5:30 p.m. on Saturdays though the Weekday Evening Dial-A-Ride service is available from 6:00 to 9:30 p.m. each weekday. Extended fixed route evening hours has been a regular request during the annual unmet needs process. **Estimated Cost: \$350,000 annually (\$285,00 weekdays / \$65,000 Saturdays)**

**DAC Benefit:** This project provides systemwide benefits and would be exempt from DAC requirements under SB 1119.

2. Expand Foothill Rural Route Service to Five Days a Week – The current Foothill Route offers two daily round trips every Tuesday, Wednesday and Thursday. Daily Foothill Route service has been a regular request during the annual unmet needs process. **Estimated Cost: \$80,000 annually**

**DAC Benefit:** This project serves the DAC in Marysville and would likely meet the DAC requirements.

3. Enhanced On-Demand Weekday Evening Service – The Weekday Evening Dial-A-Ride service is now available to the public without restriction from 6:00 to 9:30 p.m. though it does typically require an advance reservation. This project would implement an on-demand ride hailing app using the existing buses to allow the public to request on-demand trips within the Dial-A-Ride Service area during the same service period. **Estimated cost: \$300,000 annually**

**DAC Benefit:** This is a systemwide project and would meet DAC requirements.

4. Mobile Ticketing Application – This project would include selecting and implementing a mobile app to allow passengers to pay transit fares in real-time using their smartphone. This would remove a barrier (inconvenience of advance or cash fare payment) for many individuals and encourage transit use. **Estimated Cost: Unknown (Depending on the Ticket Model Used)**

**DAC Benefit:** This is a systemwide project and would meet DAC requirements.

5. Free Fare Events – Offering free fare promotional events or periods to encourage general transit use. **Estimated Cost: Unknown (Depending on Extent & Duration)**

**DAC Benefit:** This project meets DAC requirements under SB 1119.

6. Targeted Fare Subsidies or Free Fare Programs – Examples include free local transit for Yuba College students or a half-price subsidy for general public monthly passes. **Cost Estimate: Approximately \$180,000 annually for the Yuba College student program example or \$72,000 annually for a half-price general public monthly pass example**

**DAC Benefit:** This project is exempt from the DAC requirements under SB 1119.



7. Expansion of the Bogue Road Park & Ride – Constructed in 1997 and expanded in 2012 with both projects funded through Yuba-Sutter Transit, this Caltrans-owned facility is now again operating at or near capacity. State-owned land is available, but this project would be dependent primarily on local funding and an uncertain Caltrans partnership. **Cost Estimate: Preliminary Caltrans cost estimate of \$1,480,000**

**DAC Benefit:** This project has the potential to meet the DAC requirement as it is a SB 1119 eligible project type because the transit service serves the Sacramento Downtown Business District which is a DAC.

8. Development of the Planned Yuba City Transit Center to Replace the Alturas & Shasta Transit Center – While land acquisition and environmental clearances would need to be funded by other sources, up to four LCTOP cycles could be used for site development expenses. **Cost Estimate: \$1,160,000**

**DAC Benefit:** This project is exempt from the DAC requirements under SB 1119.

9. Add Funding to One or Both Currently Active LCTOP Projects – This approach would simply extend the term of one or both of the currently active projects to the five-year maximum. **Cost Estimate: Varies by Project**

For the FY 2019 cycle, a three-member ad-hoc committee was formed to discuss potential LCTOP projects for the purpose of making specific funding recommendations to the Board of Directors. Staff is recommending that this same process be used again with those recommendations to be presented to the Board for consideration at the February 20<sup>th</sup> meeting. For the Board's information, the FY 2019 ad-hoc committee was composed of Directors Cardoza, Leahy and Whiteaker.

Staff will be prepared to discuss the proposed projects in detail at the meeting.

RECOMMENDATION: Direct staff as desired.