

AGENDA ITEM IV – A

YUBA-SUTTER TRANSIT AUTHORITY MEETING MINUTES DECEMBER 15, 2016

I. Call to Order & Roll Call

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

Present: Cleveland (for Cardoza), Didbal (Vice-Chair), Fletcher, Sullenger, Whiteaker and Whitmore

Absent: Cardoza, Griego and Pedigo

II. Public Business from the Floor

None

III. Consent Calendar

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

IV. Reports

A. Feather River Air Quality Management District (FRAQMD) AB 2766 Grant Awards & Related Program Changes for 2017.

Martin announced that FRAQMD recently approved two Yuba-Sutter Transit grants for 2017. The formal agreements will be brought to the Board in January, but they will be effective as of the December 5th approval date. Martin stated that the two grants are for \$10,000 to continue the July 2015 expansion of the Live Oak route for another year and for \$140,000 to extend the discount monthly pass program for another year. Martin noted that a third application for \$12,000 to implement a demonstration bus stop enhancement project was not approved.

Martin stated that the final FRAQMD approval for the discount monthly pass program was higher than what originally recommended by their finance committee with the additional funding coming from a proposed amendment to the current program grant to allow a portion of the unused 2016 grant to be added to the recommended funding level for 2017. Based upon the approved \$140,000 figure, which is just \$4,000 less than requested, Martin recommended that the Board authorize staff to proceed with a \$5 pass price for 2017 – down from \$6 for 2015 and 2016.

Director Whiteaker made a motion to proceed with the approved grant programs as proposed. Director Cleveland seconded the motion and it carried unanimously.

B. Amendment #2 to Feather River Air Quality Management District (FRAQMD) AB 2766 Grant Agreement Amendment #VF15-02.

Martin stated this item is for the previously referenced grant adjustment to reduce the value of the 2016 discount monthly pass program grant by \$6,700 so this same amount can be applied to the 2017 grant agreement. Staff is recommending Board authorization of Amendment #2 to Grant Agreement #VF15-02 as proposed.

Director Whiteaker made a motion to authorize Amendment #2 to Grant Agreement #VF15-02 as proposed. Director Fletcher seconded the motion and it carried unanimously.

C. Draft Request for Proposals (RFP) for the Yuba-Sutter Transit Corridor Enhancement Plan.

Martin stated that this program is being funded through the California Department of Transportation (Caltrans) Fiscal year 2016/17 Sustainable Transportation Planning Grant program. Martin stated that the RFP is for a consultant to conduct an in-depth analysis and the necessary pre-engineering to support capital improvements to facilities along the approximately eight mile long Route 1 corridor. Staff is requesting Board authorization to release the RFP as proposed.

Director Whitmore made a motion to authorize staff to release the RFP as proposed or amended. Director Whiteaker seconded the motion and it carried unanimously.

D. Disposal of Surplus Vehicle.

Martin stated the 1998 minivan has been parked and out-of-service for some time and staff is now asking that it be declared surplus for disposal. This van was originally purchased and operated by the Yuba-Sutter Senior Services in the Medi-Car program before both the minivan and the program was transferred to Yuba-Sutter Transit in 2000. Since this program ended in December 2009, the minivan was used as a non-revenue support vehicle until it was removed from service in November 2014. Due to the vehicle's age and condition, staff is recommending the adoption of Resolution No. 14-16 declaring the 1998 Dodge minivan to be surplus and authorizing its disposal as proposed.

Director Cleveland made a motion to adopt Resolution No. 14-16 as proposed. Director Whiteaker seconded the motion and it carried unanimously.

E. First Quarter Performance Report.

Martin noted there has been a decline in ridership for the past eighteen months. Martin further noted that the increase in fare revenue during the quarter, despite the reduction in ridership, is due to a single large institutional purchase of ticket books that will be used over a long period of time for future fixed route and Dial-A-Ride service.

F. Project & Program Updates.

1. Connect Card Soft-Launch

Martin stated that Regional Transit (RT) soft-launched on November 16th and Yuba-Sutter Transit is now scheduled to be added in late January or early February. Martin noted that there are 350 cards in use at RT and back office operations seem to be working through the first monthly settlement process. RT has had some challenges with passenger and driver confusion, but we hope to learn from their experience so we can roll out a little smoother.

2. Annual Unmet Transit Needs Hearing Results

Martin noted that the annual hearing was held in October. No one from the public attended, but some written comments were received. Martin added none of these comments identified unmet transit needs that were reasonable to meet that this will be the recommendation that will be presented to the SACOG Board of Directors.

3. Wheatland & Live Oak Service Revenue Short-Falls

Martin stated that staff has a conference call scheduled for tomorrow with Wheatland and Mercy Housing. Martin noted discussion will be on Mercy Housing increasing their contribution to the Wheatland Service. Martin added if we don't get a contribution from Mercy Housing to make up the difference staff will be coming back to the board with recommendations for service reductions.

4. Allyn Scott Youth & Community Center (ASYCC) Parking Lot Lighting Project

Martin noted that the reciprocal parking agreement has been recorded and that the project had been awarded to Richall Electric of Yuba City. It is expected that the project will be completed in the spring.

5. 2016 Sikh Parade Shuttle

Martin stated that this was probably the best run shuttle to date in terms of operation with very little traffic conflict on the route. Martin specifically recognized the Yuba City Police Department and the parade logistics team for keeping the route clear this year. Martin noted that the service provided around 30,000 passenger boardings using 25 buses operating 262 service hours. Martin thanked both Transdev and Yuba-Sutter Transit staff for their exceptional service during this event.

V. Correspondence/Information

None

VI. Other Business

None

VII. Adjournment

The meeting was adjourned at 4:18 p.m.

**THE NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY, JANUARY 19, 2017
AT 4:00 P.M. IN THE YUBA COUNTY BOARD OF SUPERVISORS CHAMBERS**

P:COMMON/YST AGENDA ITEMS/YST BOARD MINUTES/YST MINUTES 2016/YST MINUTES DECEMBER 2016