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

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

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

**II. Public Business from the Floor**

None.

**III. Consent Calendar**

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

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

**IV. Action Items**

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

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

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

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

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

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

**C. Administrative Salary and Benefit Recommendations.**

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

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

**D. FY 2022-2024 Triennial Performance Audit Report.**

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

**E. Annual Agency Safely Plan (ASP) Update.**

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

**F. NextGen Transit Plan Implementation.**

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

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

### G. <u>Project and Program Updates.</u>

#### 1. NextGen Transit Facility Project

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

#### 2. Customer Satisfaction Survey

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

#### 3. Yuba County Youth Pass Program Award

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

## V. <u>Correspondence/Information</u>

None.

## VI. <u>Other Business</u>

None.

## VII. <u>Adjournment</u>

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