

AGENDA ITEM III – A

**YUBA-SUTTER TRANSIT AUTHORITY
MEETING MINUTES
FEBRUARY 18, 2016**

I. Call to Order & Roll Call

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

Present: Cleveland, Didbal, Fletcher, Griego, Samayoa, Sullenger, Whiteaker, and Whitmore

Absent:

II. Public Business from the Floor

None

III. Consent Calendar

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

IV. Reports

A. FY 2017 Budget Preview.

Martin gave an overview of current year expenditures and revenues stating that expenses are below budget due to the lower fuel costs which are running about 40 percent less than budgeted. Martin continued that due to accounting and billing procedure changes, staff expenses will be higher than budgeted though that should be off-set by the recognition of outside revenues that were not anticipated in the original FY 2016 budget. He noted that revenues are down from what was budgeted due to lower than expected fare receipts and a drop in State Transit Assistance (STA) funds. STA funds come from a sales tax on diesel fuel and the lower price of diesel fuel has resulted in reduced tax receipts. Federal funding looks good going forward as the Fixing America's Surface Transportation (FAST) Act has established transit funding levels through FY 2020.

Regarding FY 2017, Martin noted that the statewide STA fund estimate for next year came out yesterday and it is down 18 percent from the original estimate for FY 2016. He then noted that FY 2017 will be the last year for the ten year Proposition 1B bond program. Martin explained that Local Transportation Funds (LTF) come from a one-quarter percent sales tax that is returned to the county of origin and distributed to the jurisdictions by population first for transit funding purposes with the remainder, if any, available for the maintenance of local streets and roads. Stating that SACOG adopted the FY 2017 LTF apportionments today, he reported that the Sutter County apportionment is up 8.8 percent over FY 2016 while Yuba County's is own 34.2 percent.

Director Cleveland, noting that STA funds are directly related to the sales tax, asked if there has been any discussion at the State level regarding to tie this to actual gallons used verses the price of fuel. Martin noted that it would be helpful if it was tied to consumption verses value, but that staff is not aware of anything specific being discussed on this issue. Director Griego stated that CalCOG has been working with different State organizations including Caltrans regarding a significant shift in transportation funding sources, but there has been no agreement on how to place the issue before the voters.

Martin continued to discuss the budget in regards to the upcoming implementation of the Connect Card stating that the transition process is expected to take at least six months and that this will be a major and unavoidable budget risk for FY 2017. He noted that staff is not planning for any major service changes or fare increases for FY 2017.

The Board had no questions or input on the budget preview.

B. Feather River Air Quality Management District (FRAQMD) Grant Agreement Amendment.

Martin stated this is an Amendment to the Discount Pass Program to increase the grant amount to that which was originally requested using carry-over funds from last year.

Director Cleveland made a motion to authorize the execution of Amendment #1 to Agreement #VF15-02 to add \$1,902 to the 2016 Discount Monthly Pass Program. Director Griego seconded the motion and it carried unanimously.

C. Bogue Road Park & Ride Video Surveillance Pole Installation.

Martin gave an overview of the project and asked the Board to consider awarding the installation of three poles at the Bogue Park & Ride Lot to the Richall Electric Company as proposed.

Director Whiteaker made a motion to authorize staff to negotiate a contract with Richall Electric Company as proposed. Director Cleveland seconded the motion and it carried unanimously.

D. Authorizing Resolution for Federal Transit Administration (FTA) Grant Documents.

Martin stated that this is a routine annual resolution to authorize staff to submit Federal grant documents.

Director Whiteaker made a motion to adopt Resolution No. 3-16 authorizing the Transit Manager to execute all federal grant and contract documents. Director Griego seconded the motion and it carried unanimously.

E. Annual Authorization for the Transit Manager to Certify as Counsel for Federal Transit Administration (FTA) Grants.

Martin stated this is another routine annual resolution to allow staff to certify as counsel for Federal grant documents.

Director Whiteaker made a motion to adopt Resolution No. 4-16 as proposed. Director Sullenger seconded the motion and it carried unanimously.

F. Updated Transdev Services, Inc. Yuba-Sutter Division Drug and Alcohol Policy.

Martin stated that Federal requirements dictate that Yuba-Sutter Transit must have a current drug and alcohol policy in place. Since Yuba-Sutter Transit contracts with Transdev Services Inc. and they employ all of the safety sensitive employees subject to this policy, Yuba-Sutter Transit periodically adopts the contractor's policy to remain compliant. The Board last adopted the updated policy in December of 2014.

Director Griego made a motion to adopt Resolution No. 5-16 adopting the Transdev Services, Inc. Drug and Alcohol Policy for the Yuba-Sutter Division effective January 2016. Director Cleveland seconded the motion and it carried unanimously.

G. FY 2014-2015 California Transit Security Grant Program Governing Body Resolution and Authorized Agent Designation.

Martin noted that the Board in December authorized submission of an application for these funds from the Proposition 1B Safety and Security grant program. He added that we have received eligibility notification from CalOES and that staff has six weeks to produce the resolution and authorization form that is now before the Board.

Director Griego made a motion to adopt Resolution No. 6-16 and authorize the execution of the CalOES Authorized Agent Signature Authority Form to complete the FY 2014-2015 CTSGP application process. Director Whiteaker seconded the motion and it carried unanimously.

H. 2015 Discount Monthly Pass Program Final Report.

Martin stated this report is required as a condition of the FRAQMD grant. He referenced the comparison sheet that was included in staff report. Martin noted that discount monthly pass ridership is up 1 percent from 2014 to 2015 even as systemwide ridership is down 2 percent during this same period.

I. FY 2015-2016 Mid-Year Performance Report.

Martin noted that Yuba-Sutter Transit experienced a 4.9 percent ridership reduction in the first quarter of FY 2016 and 5.9 percent reduction in the second quarter for a combined 5.4 percent reduction after six months compared to the same period last year. He suggested that some of the reasons for the decline include the September change in the transfer policy the continuing decline in fuel prices. Martin added that similar ridership declines are being seen throughout the State with other transit operators.

Director Samayoa made suggested that higher employment may have reduced the need for people to ride the bus. In response, Martin noted that surveys from the recent Short Range Transit Plan indicate that 85 to 90 percent of local fixed route passengers had little or no choice regarding riding the bus as no vehicle was available to them.

V. Correspondence/Information

None

VI. Other Business

None

VII. Adjournment

The meeting was adjourned at 4:27 p.m.

The next meeting of the Yuba-Sutter Transit Authority is scheduled for 4:00 p.m. on Thursday, March 17, 2016 in the Yuba County Board of Supervisors Chambers