

AGENDA ITEM III-A  
YUBA-SUTTER TRANSIT AUTHORITY  
MEETING MINUTES  
JANUARY 15, 2026

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

Present: Bains (4:07), Bradford, Buttacavoli, Cole, Flores, House, Hudson and Kirchner (Chair)

Absent: None

II. **Board Business**

**A. Election of Officers for 2026.**

Director Flores made a motion to nominate Director House as Chair. Director Hudson seconded the motion and it carried unanimously.

Director Flores made a motion to nominate Director Cole as Vice-Chair. Director Buttacavoli seconded the motion and it carried unanimously.

**B. Statements of Economic Interest for 2026.**

Executive Director Matthew Mauk noted the requirement to file the yearly Form 700 by April 1<sup>st</sup> for ongoing members and within 30 days of appointment for new members or alternates.

**C. 2025 Executive Director's Report.**

Executive Director Matthew Mauk referred to the detailed written report provided in the agenda packet and summarized ridership trends, major service initiatives undertaken during the year, marketing and public outreach efforts, business items and administrative accomplishments, and previewed potential service changes and capital projects for 2026.

III. **Public Business from the Floor**

None.

IV. **Consent Calendar**

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

V. **Action Items**

**A. Maintenance Truck Purchase Authorization.**

Executive Director Mauk (Mauk) stated that with the requested action, staff recommended approval to purchase a replacement, medium duty, diesel, 4X2 cab pickup with a utility bed, to be used primarily for response to vehicle service calls in the field. Mauk noted the existing shop truck is 22 years old and in need of replacement. Mauk stated that with approval, the vehicle will be purchased off the State contract, funded with available STA, and that the requested action included a capital budget line-item adjustment to upscale the project to the more urgent shop truck replacement.

Director Bradford made a motion to authorize the issue of a purchase order with Winner Chevrolet, in the amount not-to-exceed \$91,500, for the purchase and delivery of a replacement maintenance truck per State Contract #1-22-23-20E and 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, as proposed. Director Hudson seconded the motion, and it carried unanimously.

**B. Request for Proposals for Construction Management of the NextGen Transit Facility Project.**

Mauk stated that with the requested action, staff recommended Board authorization to release a Request for Qualifications and Proposals (RFP) for construction management services for the NextGen Transit Facility project. Mauk stated it is recommended the Authority retain a qualified firm to act as an owner's representative, overseeing the design build contract on behalf of the Authority for the duration of construction project. Mauk stated that if approved, the selection of the construction management contractor will be qualifications based in accordance with the applicable government code assuming a negotiation of a fair and reasonable price. The contract will have a term of at least three years and a total value up to \$1.65 million.

Director Hudson made a motion to 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. Director Bradford seconded the motion, and it carried unanimously.

**C. Bus Stop Cleaning and Maintenance Contract Award.**

Mauk stated that with the requested action, staff recommended approval of a contract award to Quality Education Services and Training (QuEST) to provide weekly bus stop cleaning and maintenance services for a maximum of a five-year term. Mauk stated that QuEST was recommended as the best overall value to the Authority following staff's evaluation of the three responses received to RFP #12-25 released in December 2025.

Director Hudson made a motion to approve the award of the 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. Director Bradford seconded the motion, and it carried unanimously.

**D. Project and Program Updates.**

**1. Mobility on Demand (MOD) Performance Report**

Mauk reported that the service recorded 5,736 one-way trips in the first full six months of service. December ridership was 1,476 one-way trips, with 89% of the service in the zone covering Linda. Mauk reported an increase in combined ridership on Route 6 and MOD in Linda but a net reduction of ridership in Olivehurst during the reporting period.

**2. Sacramento Urbanized Area Federal Funding Distribution MOU**

Mauk reported participating in regional discussions regarding the update of the memorandum of understanding governing the distribution of federal formula funds to the Sacramento urbanized area. Mauk reported that discussions are ongoing, and staff is expecting to bring formal action to the Board in the next few months.

**3. California Air Resources Board (CARB) ICT Waiver Request**

Mauk reported that the waiver request letter the Board approved in November was executed and that updates will be provided when official notice is received from CARB.

**4. Lincoln/Roseville Service Planning**

Mauk reported that staff is still targeting Summer 2026 for a service launch and a draft agreement was provided to the Wheatland City Manager as requested.

**VI. Closed Session**

**A. Public Employee Performance Evaluation (Pursuant to Government Code Section 54957). Position: Executive Director**

The Board adjourned to closed session at 4:38 p.m.  
The Board reconvened at 4:52 p.m. No reportable action was taken.

**VII. Correspondence/Information**

Mauk reported that the administrative office was closing at noon on Friday, January 16, 2025, to allow staff to attend the graveside services for the spouse of a staff member. The Board members all expressed their condolences and directed that an appropriate sympathy gift be sent on behalf of the Board.

**VIII. Other Business**

**IX. Adjournment**

The meeting was adjourned at 4:54 p.m.