



## MEETING NOTICE & AGENDA

**DATE:** Thursday, April 17, 2025

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

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

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

Bains (Vice-Chair), Bradford, Buttacavoli, Cole, Flores, House, Hudson and Kirchner (Chair)

### II. **Presentations**

**A. Charging-as-a-Service (CaaS) Presentation.** Informational presentation and Board consideration of a contracting model for vehicle charging. (Attachment)

RECOMMENDATION: Receive a consultant presentation on the Charging-as-a-Service (CaaS) contracting model for vehicle charging and provide feedback to staff.

### 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 the Consent Calendar are considered 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 March 20, 2025 (Attachment)
- B. Minutes from the Special Meeting of April 3, 2025 (Attachment)
- C. Disbursement List for March 2025 (Attachment)
- D. Monthly Performance Report for March 2025 (Attachment)
- E. Discount Monthly Pass Grant Closeout Report (Attachment)
- F. Maintenance Equipment Purchase Authorization (Attachment)

### V. **Reports**

**A. Local Transportation Fund (LTF) Apportionment History.** (Attachment)

RECOMMENDATION: Information only.

**B. Yuba-Sutter NextGen Transit Plan Implementation Update.** (Attachment)

RECOMMENDATION: Information only.

**C. Project and Program Updates.**

1. NextGen Transit Facility Project

RECOMMENDATION: Information only.

**VI. Correspondence / Information**

**VII. Other Business**

**VIII. Adjournment**

**THE NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY, MAY 15, 2025, AT 4:00 P.M. IN THE BOARD OF SUPERVISORS CHAMBERS, YUBA COUNTY GOVERNMENT CENTER**

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 by email at [info@yubasuttertransit.com](mailto:info@yubasuttertransit.com) at least 72 hours in advance so such aids or services can be arranged.

# Charging-as-a-service (CaaS)

Informational Briefing: Yuba-Sutter Transit Authority



# What is Charging-as-a-Service (CaaS)?

- ▶ Type of **contracting model**
- ▶ **How it works:**
  - **Agency buys guaranteed access to charging services, not just equipment**
  - Contractor **ensures charging capabilities throughout the life of the contract** (i.e., designs, builds, finances, operates, and maintains charging infrastructure)
  - Agency pays a **recurring fee based on performance** rather than paying for the products and services when construction is finished

# Customizing CaaS

## ▶ **Can customize based on agency needs:**

- **What is in the contractor's scope in addition to fleet charging** (e.g., microgrids, public charging, construction of buildings, etc.)
- **Payment structure** (e.g., includes cost of electricity or paid for separately)
- **Contract length** (average ~10 years)
- **Who owns what** (e.g., vendor vs. contractor owns equipment, software)
- What **performance standards** the contractor must meet
- As well as potentially other factors

# The CaaS Market

- ▶ **Relatively newer market; evolving quickly**
  - Main operational project example: Anaheim Transit Network & bp pulse
  - Some contractors are specialized in transit, but others are not; this model has also been used in other sectors like schoolbuses and freight/commercial fleets
- ▶ **Based on market conversations, it appears that multiple contractors would be interested in competing for an opportunity to provide CaaS for transit**

# Benefits and Drawbacks

## ➤ **Benefits:**

- **Reduces (or eliminates) upfront costs** – if desired by the agency
- **Transfers risk to contractor:**
  - That it costs more than expected
  - That charging doesn't perform as expected
- **Leverages private-sector project delivery capacity and subject matter expertise**

## ➤ **Drawbacks:**

- **CaaS project development is ideally collaborative, which may be unfamiliar** to agencies
- **Need to thoroughly vet** contractors for reliability
- **Need to compensate contractor** for its willingness to take on risk

## Potential Process / Application to Yuba-Sutter

Although Yuba-Sutter is already in the process of developing its project, CaaS still appears to be an option for deployment. If the Board decides this is something it would like to investigate further, a potential process for doing so would be:

- 1. Define priorities and what to optimize for (e.g., minimizing cost, maximizing speed)**
- 2. Make an initial go/no-go decision on pursuing CaaS**
- 3. Outline draft scope & key commercial terms**
- 4. Conduct market engagement/outreach & develop procurement strategy**

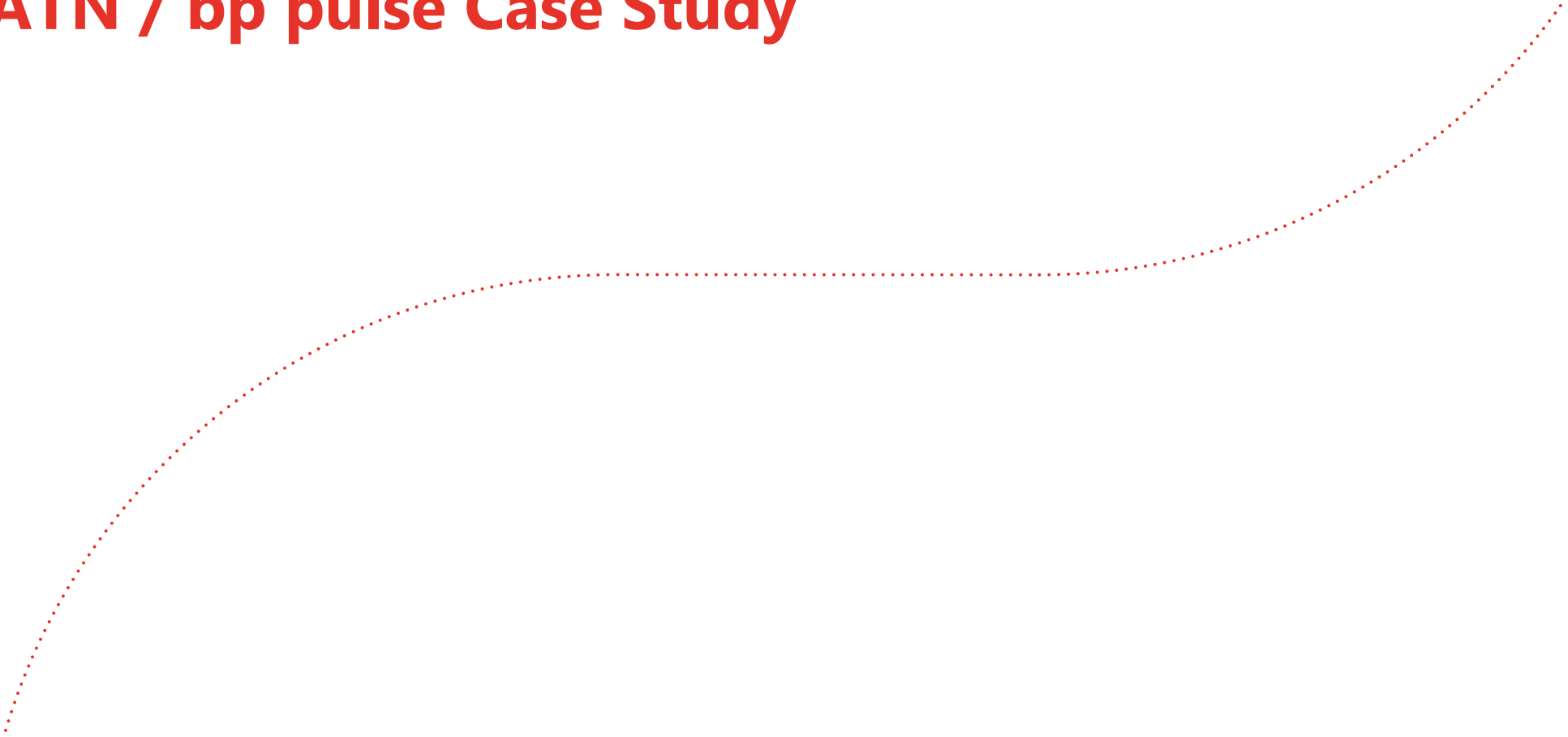


# Questions?





# Completed CaaS Deployment: ATN / bp pulse Case Study



## Case Study: ATN / bp pulse CaaS (1/2)

- ▶ Anaheim Transportation Network (ATN) has a 20-year agreement with bp pulse for turnkey charging services
- ▶ Project scope includes: Charging system design, equipment purchase and installation, installation of make-ready for future fleet expansion, installation of 545kW solar canopy and battery energy storage system, charging system O&M, charge management software
- ▶ Contract and payment structure:
  - Fixed \$/kWh rate and minimum purchase commitment (80% of estimated annual charging load)
  - Agreement structured into two separate contracts – Power Purchase Agreement (solar canopy) and Fleet Charge Management Services Agreement (remaining scope)

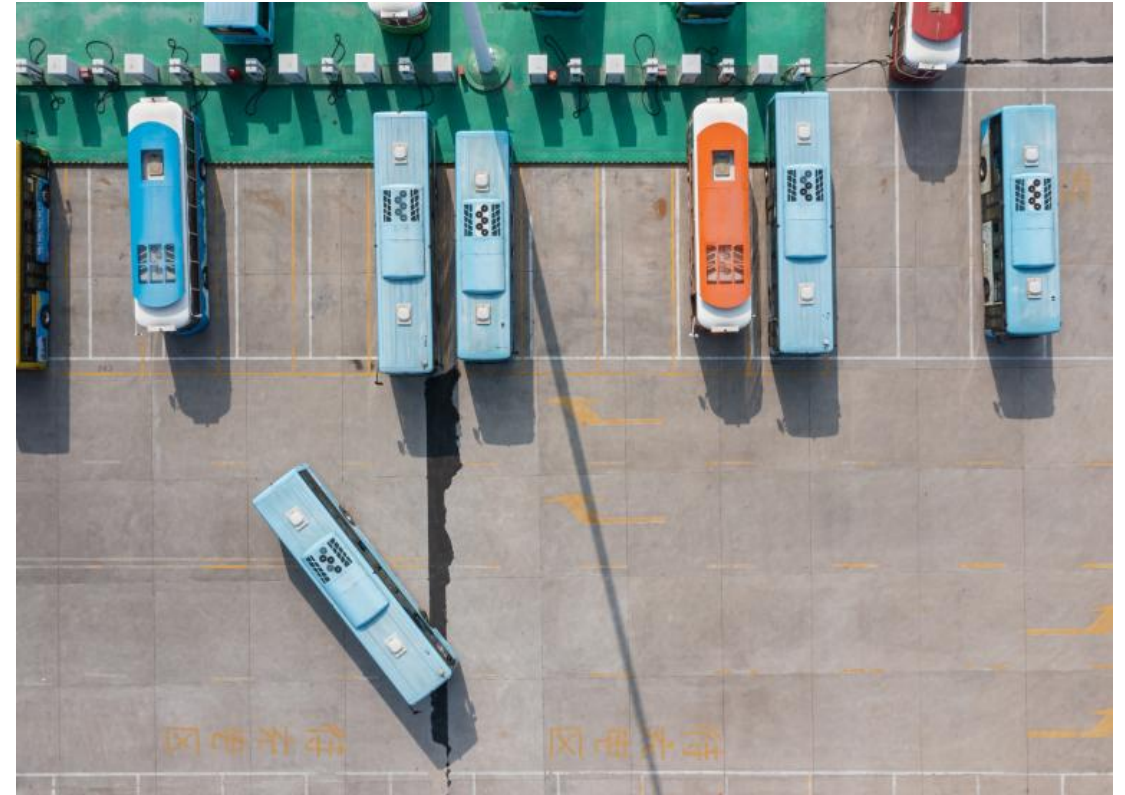


Photo credit: BP Pulse

## Case Study: ATN / bp pulse CaaS (2/2)

- ▶ **Key advantages:** ATN's ability to construct the project without sufficient grant funding for the full upfront cost and long-term certainty on charging operating costs
- ▶ **Key drawback:** ATN may end up paying higher operating costs than they otherwise would
- ▶ **Role of utility:** A key factor that helped ATN and bp pulse get the agreement done was the efficient engagement with Anaheim's municipal utility to energize the site
- ▶ **Procurement:** Although bp pulse was selected after responding to ATN's RFP, negotiations with bp pulse to reach final PPA agreement significantly changed the deal structure



Photo credit: BP Pulse

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AGENDA ITEM IV – A

**YUBA-SUTTER TRANSIT AUTHORITY  
MEETING MINUTES  
MARCH 20, 2025**

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

Present: Bradford, Buttacavoli, Cole, Flores, House, Hudson, and Kirchner

Absent: Bains (Vice-Chair).

**II. Public Business from the Floor**

None.

**III. Closed Session**

The Board adjourned to closed session at 4:02 p.m. The Board reconvened at 4:11 p.m.

**A. Conference with Real Property Negotiators**

No reportable action was taken.

**B. Pursuant to Government Code Section 54956.9: Conference with Legal Counsel – Anticipated Litigation, (Paragraph (4) of subdivision (d) of Section 54956.9) One Potential Case.**

No reportable action was taken.

**IV. Consent Calendar**

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

**V. Reports**

**A. Caltrans State Route 70 Binney Junction Roadway and Complete Streets Project Settlement Agreements.**

Executive Director Mauk requested approval of the settlement terms of a permanent access deed and two temporary construction easement agreements necessary to allow access to Caltrans for construction of the Binney Junction project. Mauk explained that construction will require relocation of some bus operations, and an offsite location is being leased from Yuba County for this purpose. Included in the requested action was approval of the lease to be paid by Caltrans.

Director Bradford made a motion to approve the settlement terms of the Permanent Access Easement Deed, two Temporary Construction Easements, and property lease with the County of Yuba as proposed, and authorized the Chair or designee, to sign said agreements and any other documents necessary to affect the terms of the said agreements. Director Hudson seconded the motion, and it carried unanimously.

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

Executive Director Mauk stated that this routine annual resolution designates the Executive Director or their designee to execute and file federal grant and contract related documents each year.

Director Hudson made a motion to adopt Resolution No 1-25 authorizing the Executive Director, or their designee to execute all federal grant and contract documents as proposed. Director Bradford seconded the motion, and it carried unanimously.

**C. Preliminary Draft Operating and Capital Budgets for FY 2026.**

Mauk stated that the joint powers agreement requires that a preliminary draft budget for the next fiscal year be presented by the end of March of each year and a final budget be adopted by the end of May.

The total expense projection for fiscal year (FY) 2026 is just over \$10.5 million. Over 3/4 of the operations budget is direct costs including payments to the contractor on both a fixed and variable cost basis. This is driven by the contract rates and by the number of vehicle service hours that our contractor operates on our behalf. The other big direct cost for operations is fuel, which is driven by fuel prices and how much service we have on the street. We are budgeting for 92,500 vehicle service hours in FY 2026, this is due in part to running later fixed route hours, micro transit service launch later in the spring, a slight increase in Sacramento commuter service hours and the anticipated service to Lincoln and Roseville. We have assumed some costs in FY 2026 associated with the Caltrans Binney Junction project and moving part of our operations off-site. You will see later that revenue from the agreement with Caltrans will completely offset the cost. Our administrative expenditure is 13% of the budget, which includes wages for our administration staff.

The largest portion of the operating revenue is State funding under the Transportation Development Act (TDA), which includes two pots of funding. One is State Transit Assistance (STA) and the other Local Transportation Funds (LTF). About 30% of our budget is federal formula grant funds allocated to us through the Section 5311 and Section 5307 programs. Also, this is expected to be the last budget year we will be using Covid relief funds.

STA is generated by diesel sales tax and is only for transit purposes. LTF is derived from a portion of sales tax revenues that is allocated back to the county of origin. LTF is primarily for transit purposes, but if the unmet transit needs process doesn't identify any additional needs, any unclaimed funds can be used for other purposes. Per the appropriations that were approved by SACOG there is a total of \$8 million in LTF available collectively for the four jurisdictions and our claim for FY 2026 budget is \$4.2 million.

Director Bradford stated that the amount has gone up every year, assuming for multiple reasons, but would like to know if the percentage has stayed similar or has that changed over time?

Mauk stated that the percentage has been similar over the last few fiscal years, and the LTF has fluctuated with the economy somewhat. Mauk offered to send Director Bradford a document maintained by staff that tracks the numbers over the last ten years.

Mauk stated that the FY 2026 projected expenditures are about a 12% increase over the current fiscal year in direct operations cost, which is due to a rise in service hours as well as a small escalation of the contract rates. Another contributing factor in the operating cost increase for FY2026 is the Binney Junction Project.

The Capital revenue projections include a bus purchase, which is there for programming purposes, but the expenditure is not anticipated until a later fiscal year. It will be for a four-bus purchase which will have a zero-emission component as required by the State. We are also anticipating costs for the final design and the beginning of construction on the new facility project.

Director Renick asks for the LTF percentages for the last four years. Mauk responded that staff will bring an informational item to April's meeting since there have been a couple of questions regarding LTF.

Director Flores asked with respect to what is happening with the federal government, do you have expectations for the budget, or can predictions be made at this point. Mauk replied that he has heard from a number of industry forums that formula funding is likely secure, but that discretionary funding may be another issue, which may impact our capital program.

**D. Special Service for the 2025 Sikh Parade.**

Mauk stated the requested action is formation of an Ad Hoc Committee to discuss the shuttle service for the next Sikh parade on the 1<sup>st</sup> Sunday in November. Yuba-Sutter staff have concerns regarding compliance with federal regulations and operational safety risks. The findings of the Ad Hoc Committee will be conveyed to the board during a special meeting or the regular April board meeting.

Director Kirchner, Director Renick and Director Buttacavoli volunteered for the Ad Hoc Committee.

**E. Transit Operations Agreement Option.**

Mauk stated that our operations and maintenance contract with Storer Transit Systems expires in September 2025. Under the existing terms of the contract, we have the unilateral option to exercise one more two-year term on the contract. The pricing structure is set in the contract terms, and any increases in rates are based on the CPI, with a minimum of 2% and limit of 4%. The CPI for the applicable twelve-month period ending February was 2.8%, which is within the range per the contract terms.

Mauk stated that the contractor has expressed some concerns with respect to wages and retention of frontline staff but reminded the board that the Authority does not set the wages for the contractor's staff. Mauk stated the recommended action is authorization to notify the contractor of our intent to exercise the last two-year option on the contract per the stated contract terms.



Director Buttacavoli asked if the CPI increase is already built into the new budget. Mauk stated that the 2.8% rate increase was assumed in the budget.

Director Flores made a motion to authorize the Executive Director to notify Storer Transit Systems of our intent to exercise the final two-year option of the Transit Operations Agreement, for the performance period October 1, 2025, through September 30, 2027. Director Bradford seconded the motion, and it carried unanimously.

**F. State Low Carbon Transit Operations Program (LCTOP) Project Selection.**

Mauk stated that LCTOP is a state formula program to fund projects that reduce pollution. Yuba-Sutter Transit is eligible for an allocation of \$499,000 for the FY 2025 cycle. Historically, these funds have been used for facility improvements, technology implementations, commuter service operations, reduced fare programs, expanded transit services and the zero emission bus elements of the planned transit facility.

Mauk stated that staff is recommending that the FY 2025 LCTOP funds be used to launch the Lincoln Roseville service for up to eighteen months. Staff will use \$200,000 from FY 2024 LCTOP funds that were previously approved for the Lincoln Roseville service to extend the reduced fare programs for the monthly local fixed route passes through July 2026.

Director Bradford made a motion to authorize the submittal of the specified project for LCTOP funding as proposed, and adoption of Resolution No. 2-25 authorizing execution of the related LCTOP certifications and assurances including designation of the Executive Director as the authorized agent. Director Flores seconded the motion, and it carried unanimously.

**G. Project and Program Updates.**

1. NextGen Transit Facility Project

Mauk reported that design is in progress. Mauk also stated he would like to thank the Yuba County staff for their help with the preliminary civil engineering on the facility project. At the next board meeting there will be a presentation on charging as a service. Mauk also stated that an early cost estimate indicated the need for some additional value engineering on the project.

2. NextGen Transit Plan Implementation/Frontrunner Vehicle Showcase

Mauk reported that plans are to launch the microtransit system in Linda and Olivehurst in May and a ribbon cutting ceremony is planned for late May. Mauk also stated that we brought a newly branded MOD (Mobility on Demand) vehicle for the board to preview and that we have gifts for the board in honor of Driver Appreciation Week.

Director Renick expressed his thanks to our transit drivers and that he wants to let them know the board does appreciate all they do.

**VI. Correspondence / Information**

None

**VII. Other Business**

None

**VIII. Adjournment**

The meeting was adjourned at 5:03 p.m.

**The next regular meeting is scheduled for Thursday, April 17, 2025, at 4:00 p.m. in the Yuba County Board of Supervisors Chambers, unless otherwise noticed.**

AGENDA ITEM IV – B

**YUBA-SUTTER TRANSIT AUTHORITY  
SPECIAL MEETING MINUTES  
APRIL 3, 2025**

**I. Call to Order & Roll Call (4:32 p.m.)**

Present: Bradford, Buttacavoli, House, Hudson.and Kirchner (Chair)

Absent: Bains (Vice-Chair), Cole, Flores

**II. Public Business from the Floor**

None.

**III. Reports**

**A. Special Service for the 2025 Sikh Parade**

Executive Director Mauk stated the requested action was to accept the recommendation from the ad hoc committee formed at the last regular meeting in March. The recommendation from the ad hoc committee is to discontinue providing a special shuttle for the annual Sikh Festival Parade which occurs the first Sunday in November in Yuba City and Sutter County.

Mauk provided a summary of the history of Yuba-Sutter Transit shuttle services for this event going back to 2007 and discussed the federal charter regulations applicable to public transit agencies that receive federal funds. Mauk also discussed the special service policy adopted by the board in 2009 and that the board declined a request to perform the service for free that same year based on the financial implications.

Mauk discussed the considerable growth in the service from a few vehicles in 2007 to the peak in 2015 when an estimated 30,000 to 35,000 boardings were provided. Mauk reported that in 2024 we provided 204 service hours, using 19 vehicles all day, and we estimated about 25,000 boardings. Mauk stated that we typically run all available buses continuously throughout the day of the event and there are often long lines.

Mauk reiterated the agency's need to comply with the federal charter regulations and explained that the regulations were implemented to prevent federally subsidized transit agencies from unfairly competing with private charter operators. Mauk detailed the federal definition of charter service and discussed the limited exceptions offered in the regulations. Mauk explained that in the staff's interpretation, the only exception that could apply was prohibited by the board adopted policy. Mauk reported that the committee discussed the option but did not endorse a reversal of the adopted board policy to pursue the exemption. Mauk reported that the ad hoc committee weighed the options for providing the shuttle service in compliance with the regulations, including operating it for free, or collecting fares and determined these to be unfeasible. Mauk reported the fully allocated cost for the 2024 service was calculated to be approx. \$28,000.

Mauk reported that the ad hoc committee also discussed the operational conditions and staff's concerns with public safety. Mauk discussed the inherent risks with the numbers of people, the difficulties with crowd control and keeping pedestrians safe from vehicle strikes. Mauk relayed issues experienced with attendees that must walk long distances physically blocking passing buses and attempting to forcibly board.

Director House stated that the charter regulations have always stated that we cannot compete with charter services, and I hate to see us put any of our federal grant funding at risk. Director House also stated that he has been a part of the event for a few years and what always came up was if there was an emergency situation and how the bus drivers would handle it, given they are not trained for emergencies with this many people and it's a huge liability. Director House stated he supports the ad hoc committee's recommendation.

Director Bradford wanted to thank staff and the ad hoc committee for all the research and effort that went into this. Director Bradford stated he can see the challenges there are, and 100% agrees that this is a significant risk for us as an agency. Director Bradford stated he supports the committee's recommendation.

Director Hudson stated he agrees with the directors and staff, and just like Director House he does not want to lose our grand funding. Director Hudson stated he agrees with the committee's recommendation.

Director Buttacavoli stated that considering the liability, an issue is the pickup locations are on school property, and that alone is unacceptable. The federal funding and the liability of being out of compliance no matter how we have done this in the past needs to be fixed. Director Buttacavoli stated he is in favor of the committee's recommendation.

Director Kirchner asked for public comment on the item.

Michael Barrette spoke as the legal representative for the Temple. Mr. Barrette stated that this is a significant event for the East Indian community, and they have depended on our services going back to 2007. The service takes a lot of cars off the road, with the influx of over 100,000 people for that weekend.

Mr. Barrette stated that the Temple was upset that they were not invited to the ad hoc committee meeting to be able to express their views as citizen input. Mr. Barrette's recommendation before deciding to terminate the service is to return it to the ad hoc committee and invite the temple and its representative to present their point of view regarding the issues being discussed.

Mr. Barrette stated that the staff's interpretation of the federal regulation and there only being two exceptions, which is not charging for the service and/or reaching out to other shuttle providers through the process that's provided in the regulation, is not accurate and actually there are other alternatives.

Mr. Barrette stated that first the patrons can determine a fee for the shuttle service and the patrons can do that directly, we can explore a token method. He stated there is another exemption under regulation 604.11, you can petition the administrator for a complete exemption from these regulations, based upon the events of regional or national significance. This is a one-time yearly event, and you can petition the federal government to waive this charter regulation completely.

The exception that could be explored says “for an event of regional or nation significance, the petition shall describe and include a description of how registered charter service providers were consulted, how registered charter providers were utilized in the charter service and a certification that you’ve exhausted regional charter providers in the geographic service area. That is significant because all you have to notify are charters in this geographic service area, because I don’t know any other service provider that can provide the number of buses and the transportation like the transit has done since 2007.

Mr. Barrette stated that regarding the issues of liability, the Temple insures itself and all subcontractors up to \$6 million dollars for this event. We can certainly deal with the potential liability issues with hold harmless agreements, we can deal with crowd control, and issues that are causing problems for the transit agency. The Temple is willing to pick up the responsibility and provide the manpower necessary through security services and by taking this service away you are turning your back on the Sikh community.

Mr. Barrette stated he believes we can obtain the exemption, and it would be premature to simply terminate at this point in time and send back to the ad hoc committee to consider all the options that are available to keep the service going.

Director Hudson asked Mr. Barrette if this was his suggestion or the Temples. Mr. Barrette stated he consulted with his client and went over the report with them and then spoke to the President of the Temple and indicated what my reading of these regulation indicated and what would be brought up at the meeting.

Director Hudson wanted to know if we received any input from the Sikh community regarding this? Mauk stated that he’d had a telephone conversation with a Temple representative after the ad hoc meeting, notifying him of the special meeting and the recommendation of the ad hoc committee. Mauk stated he’d also had a conversation with the same representative at the last planning meeting a few weeks prior informing him of the upcoming Yuba-Sutter Transit board meeting and staff’s recommendation to form the ad hoc committee to decide on whether to provide the shuttle.

Director Kirchner mentioned that the City of Yuba City created an ad hoc committee specifically for the Temple parade and it communicated that this was a distinct possibility, and that it was conveyed last year.

Director Bradford stated that based on the presentation we’d have to pursue an exemption, but if the Temple is able to get the exemption, and then take care of the liability issues, then I think the board would reconsider the decision.

Director Hudson asked if the amount of \$28,000 in operational costs includes staff time, or is it just operational bus hours? Mauk stated that it’s based on a fully allocated hourly rate calculation which includes factors like fuel and incorporates a special service variable hourly rate paid directly to the contractor staff of \$76.90 per hour.

Mauk stated the petition to the administrator would have to come from the recipient itself, and under the charter regulations appendices, question #38 is, a petition for an event of regional or national significance must demonstrate that not only has the public transit agency contacted registered charter providers but also demonstrate how the transit agency will include registered charter provider in the service.

Director Kirchner asked what the geographic area is? Mauk stated that it is not defined specifically in the charter regulations, however providers that would provide service in this area are typically based in Sacramento or Reno.

Director House asks how many employees Yuba-Sutter Transit has? Mauk answered 6 employees including myself. Director House stated that with the possibility that you would be coordinating the charter services to work in partnership with transit, it would be overwhelming with a staff of 6 people.

Director House made a motion to take the recommendation of the ad hoc committee to terminate the service and would be open to a presentation from the Sikh Temple in the future on ways around the policy conflict.

Director Bradford seconded the motion but added that the presentation should include the Temple being responsible for the bulk of any work that is part of that solution.

Director Buttacovoli asked what is the time frame for an exemption? Mauk stated it would require changing the board's policy at the next regular meeting, then the itinerary must be distributed through the FTA's Charter database and a minimum 14 day waiting period for responses. If we receive no responses, it would be a straightforward exemption, but if we receive responses then we would have to entertain the administrator's exemption to participate. That involves writing a letter to the FTA administrator explaining the regional and national significance of this and demonstrating we have gone through the other exemption process and that either was justified that we provide some level of service either on our own or in conjunction with the private charter that expressed interest. We then would have to wait for a response from the FTA's administrator and I am not sure if there is a time limit on a response.

Director Buttacovoli asked if we decided to sell tokens and only take on the actual legal capacity of the bus, how do you think that would work? Mauk stated that would not be considered a charter, because we would just be running service and accepting a fare. On average it takes a few seconds to board somebody and have a fare transaction, but we would anticipate significant issues with people not expecting to have to pay a fare, and we would be unable to load people from both doors. This would slow boarding considerably and significantly reduce the number of patrons served.

Mauk also stated that if we get the exception and we are performing the service as a charter, insurance coverage could be an issue. Also, because of the TDA statute requiring recovery of the entire cost for providing charter service, the cost to the Temple would be roughly the same or higher than what a private charter would charge which means the event organizers would not be saving any money.

Director Buttacovoli stated that we would only be able to move half or two thirds of the number of people we normally transport. Mauk agreed that it was a reasonable statement.

Mr. Barrette stated that regulation 604.14 says that notification only has to be provided to charter providers in the recipient's geographic service area. The geographic service area where you provide bus service. Mr. Barrette also stated that when you publish there is a whole list of what has to be published, and you must put in the price that you are charging. And they must respond to what you are publishing and say yes. Mr. Barrette stated he thinks that we would not get responses from any other service providers in this area, so obtaining the exemption one way or another or

getting paid through the patrons is all doable. Mr. Barrette stated if the board wants us to come back with a proposal, he can do that, but he thinks it would be better served for the Sikh community to put this back on the ad hoc committee and let us participate in the process.

Director Kircher asks if our geographic service area is just Yuba Sutter counties? Mauk stated that we serve Sacramento County as well.

Director Bradford asked if the service area means they are based here or if they serve our area? If it's they provide service in our service area and someone from Reno regularly serves our area, would they be included? Mr. Barrette states they would have to come down and provide the service for the same price. Mauk stated that this is not his understanding of the regulations.

Director House stated that us ending the service today puts this back onto the Temple and they may come up with cost savings solutions or another way to do business. Director House also stated that if we put restrictions on the 25,000 passengers, it will be the bus driver that has to deal with it and the bus driver will be the one who has to deal with any incidents, and this is taking them out of their scope of duties. If we provide the service, there needs to be additional training hours for all the staff involved, including the transit drivers and operations staff. Director House stated his motions stands.

Director Buttacavoli asked legal counsel Brant Bordsen for input on the liability part. Mr. Bordsen stated that we would have to find out what type of company would offer charter service insurance and if it would include an indemnity clause. Mr. Bordsen also stated that he did not like the idea that we would let an indemnity clause from an organization be the backstop for insurance.

Director Kirchner stated he has a motion and a second, and it carried unanimously.

#### **IV. Adjournment**

The meeting was adjourned at 5:31 p.m.

**The next regular meeting is scheduled for Thursday, April 17, 2025, at 4:00 p.m. in the Yuba County Board of Supervisors Chambers, unless otherwise noticed.**

**AGENDA ITEM IV - C  
YUBA-SUTTER TRANSIT  
DISBURSEMENT LIST  
MONTH OF MARCH 2025**

CHECK NO.	AMOUNT	VENDOR	PURPOSE
EFT	\$ 10,526.30	CALPERS HEALTH	HEALTH INSURANCE
EFT	\$ 5,101.04	CALPERS RETIREMENT	RETIREMENT PAYMENT (EMPLOYER SHARE)
EFT	\$ 809.68	CALPERS 457 PLAN	EMPLOYER CONTRIBUTION
EFT	\$ 875.53	CYPRESS DENTAL ADMINISTRATORS	DENTAL & VSP INSURANCE - MARCH 2025
EFT	\$ 51,422.43	PAYROLL	PAYROLL - FEBRUARY 2025
EFT	\$ 1,047.09	PRINCIPAL MUTUAL LIFE INSURANCE	L/D/LTD INSURANCE - MARCH 2025
EFT	\$ 916.53	CARDMEMBER SERVICES	CREDIT CARD: SUBSCRIPTIONS, TAX FORMS & FILING, TRAVEL EXPENSES, DIGITAL RECORDER
EFT	\$ 46.83	CALIFORNIA WATER SERVICE	FIRE SUPPRESSION - MARCH 2025
EFT	\$ 374.27	CALIFORNIA WATER SERVICE	WATER: 2/13/2025 - 3/13/2025
EFT	\$ 4,552.40	PG&E	ELECTRIC 2/10/2025 - 3/11/2025
EFT	\$ 55.22	PG&E	ELECTRIC #2 PARKING LOT LIGHTS - MAR 2025
EFT	\$ 1,611.12	PG&E	GAS - FEBRUARY 2025
EFT	\$ 400.00	FRANCOTYP-POSTALIA, INC	POSTAGE RESET - 3/14/2025
EFT	\$ 350.73	MACQUARIE EQUIPMENT CAPITAL INC	COPY MACHINE LEASE - FEBRUARY 2025
EFT	\$ 100.00	BRAD HUDSON	BOARD MEETING - FEBRUARY 20, 2025
EFT	\$ 100.00	GARY BRADFORD	BOARD MEETING - FEBRUARY 20, 2025
EFT	\$ 100.00	KARM BAINS	BOARD MEETING - FEBRUARY 20, 2025
EFT	\$ 100.00	RENICK HOUSE	BOARD MEETING - FEBRUARY 20, 2025
EFT	\$ 100.00	TONI COLE	BOARD MEETING - FEBRUARY 20, 2025
EFT	\$ 432.58	COMCAST BUSINESS	INTERNET SERVICES - MARCH 2025
EFT	\$ 471.43	COMCAST BUSINESS	TELEPHONE SERVICES - MARCH 2025
EFT	\$ 7,435.07	RAMOS OIL COMPANY	BUS FUEL - GAS 2/10/2025 - 2/28/2025
EFT	\$ 3,897.86	RAMOS OIL COMPANY	BUS FUEL - GAS 3/01/2025 - 3/10/2025
EFT	\$ 227.97	UTILITY MANAGEMENT SERVICES	SEWER - MARCH 2025
EFT	\$ 47,999.70	TACENERGY	BUS FUEL: DYED RENEWABLE DIESEL - 3/6/2025 & 3/19/2025
EFT	\$ 10,000.00	VIA TRANSPORTATION INC	INSTALLATION FEES
EFT	\$ 127.12	PRIMEPAY	PAYROLL FEES - FEBRUARY 2025
EFT	\$ 228.95	ELAVON	MERCHANT SERVICE FEE - MARCH 2025
19145	\$ 400.58	ADVANCED DOCUMENTS CONCEPTS	COPY MACHINE CHARGES - FEBRUARY 2025
19146	\$ 121,424.84	AECOM TECHNICAL SERVICES INC	NEXT GEN FACILITY ENGINEERING SERVICES - DEC 2024
19147	\$ 175.00	ALL SEASONS TREE & TURF CARE	LANDSCAPING & WEED CONTROL - FEBRUARY 2025
19148	\$ 13,948.02	ALLSTAR WRAPS LLC	MOD WRAP ON MICROTRANSIT BUSES #1214 & #1218
19149	\$ 24,925.75	BOYETT PETROLEUM	BUS FUEL - R99 RENEWABLE DYED DIESEL
19150	\$ 100.00	BRUCE BUTTACAVOLI	BOARD MEETING - FEBRUARY 20, 2025
19151	\$ 1,005.00	CALIFORNIA COMMUNICATIONS	SITE CALLS - PLUMAS LAKE & MCGOWAN PARK & RIDES
19152	\$ 4,335.90	CONNECT CARD REGIONAL SERVICE CENTER	CONNECT CARD SALES - JANUARY 2025
19153	\$ 100.00	DAN FLORES	BOARD MEETING - FEBRUARY 20, 2025
19154	\$ 100.00	MARC BOOMGAARDEN	BOARD MEETING - FEBRUARY 20, 2025
19155	\$ 93.50	MATTHEW MAUK	REIMBURSEMENT - GAS FOR BUS #1214
19156	\$ 51.95	QUILL CORPORATION	JANITORIAL SUPPLIES: PAPER TOWELS
19157	\$ 1,100.00	RC JANITORIAL	JANITORIAL SERVICES - FEBRUARY 2025
19158	\$ 2,212.50	RICH, FUIDGE BORDSEN & GALYEAN INC	LEGAL SERVICES: 1/16/2025 TO 2/10/2025
19159	\$ 1,023.00	ROYAL AIRE INC	FACILITY: HEATER MAINTENANCE
19160	\$ 817.89	SC FUELS	DEF FLUID
19161	\$ 535,928.54	STORER TRANSIT SYSTEMS	CONTRACT SERVICES & VEHICLE INSURANCE - 1/2025
19162	\$ 771.40	T-MOBILE	WIFI SERVICES FOR BUSES - FEBRUARY 2025
19163	\$ 514.00	T-MOBILE	WIFI SERVICES FOR BUSES: 1/21/2025 - 2/20/2025
19164	\$ 693.12	TEHAMA TIRE SERVICES INC	TUBES/TIRES
19165	\$ 2,025.00	ALL SEASONS TREE & TURF CARE	SPRAY FOR WEED CONTROL & FRUIT REDUCTION
19166	\$ 2,150.00	ALLIANT NETWORKING SERVICES INC	IT SERVICES - APRIL 2025
19167	\$ 13,948.02	ALLSTAR WRAPS LLC	MOD WRAP ON MICROTRANSIT BUSES #1215 & #1219
19168	\$ 4,279.64	CONNECT CARD REGIONAL SERVICE CENTER	CONNECT CARD SALES - FEBRUARY 2025
19169	\$ 2,290.00	MESCHER DOOR COMPANY	INSTALLATION OF SHOP DOOR
19170	\$ 6,126.25	PROSIO COMMUNICATIONS	MARKETING SERVICES - FEBRUARY 2025
19171	\$ 1,851.55	QuEST	MAINTENANCE OF BUS STOPS/SHELTERS - 2/25
19172	\$ 3,405.00	RICH, FUIDGE BORDSEN & GALYEAN INC	LEGAL SERVICES: 2/14/2025 TO 3/13/2025
19173	\$ 539.67	SC FUELS	DEF FLUID
19174	\$ 589.61	SECURITAS TECHNOLOGY CORPORATION	SECURITY SERVICE - APRIL 2025
19175	\$ 60.00	SHELBY'S PEST CONTROL	PEST CONTROL SERVICES - MARCH 2025
19176	\$ 670.00	STREAMLINE	WEBSITE SERVICES - MARCH 2025
19177	\$ 7,483.50	SUTTER BUTTES COMMUNICATION INC	SERVICE AGREEMENT & REPEATER FEES - 1/2025 TO 3/2025
19178	\$ 266.46	SUTTER COUNTY LIBRARY	CONNECT CARD SALES COMMISSION - JAN & FEB 2025
19179	\$ 9,522.26	TEHAMA TIRE SERVICES INC	TUBES/TIRES
19180	\$ 8,148.83	THE LE FLORE GROUP	NGTF CONSULTING - FEBRUARY 2025
	\$ 922,486.63		

**LAIF  
TRANSFERS**

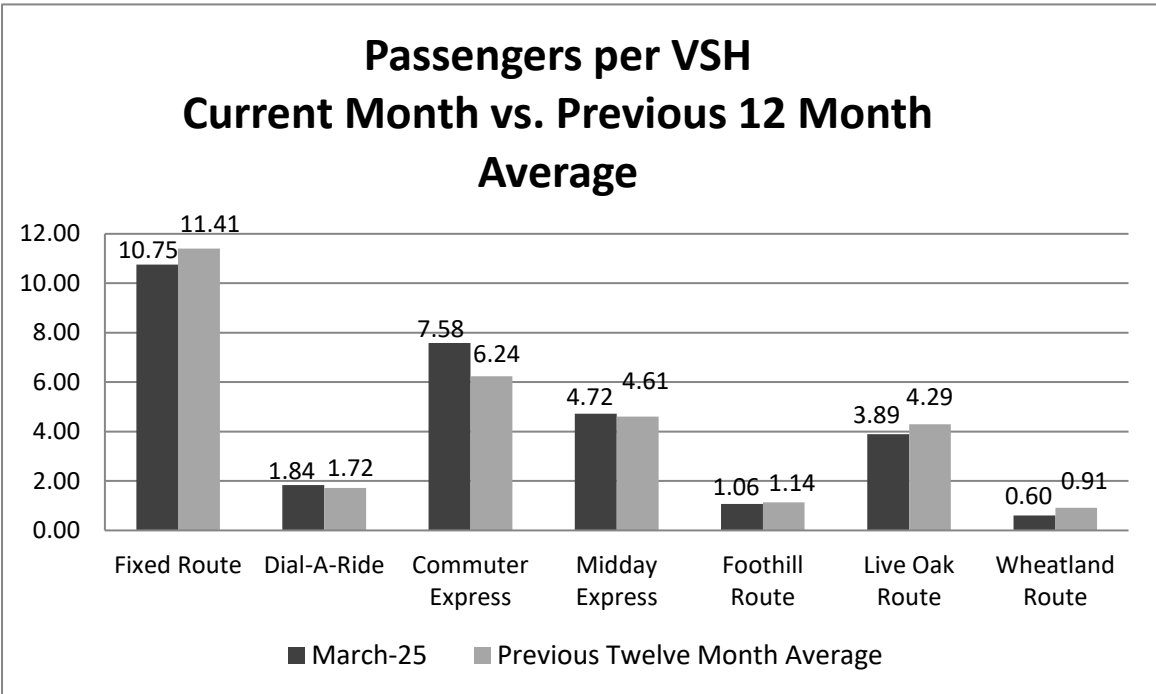
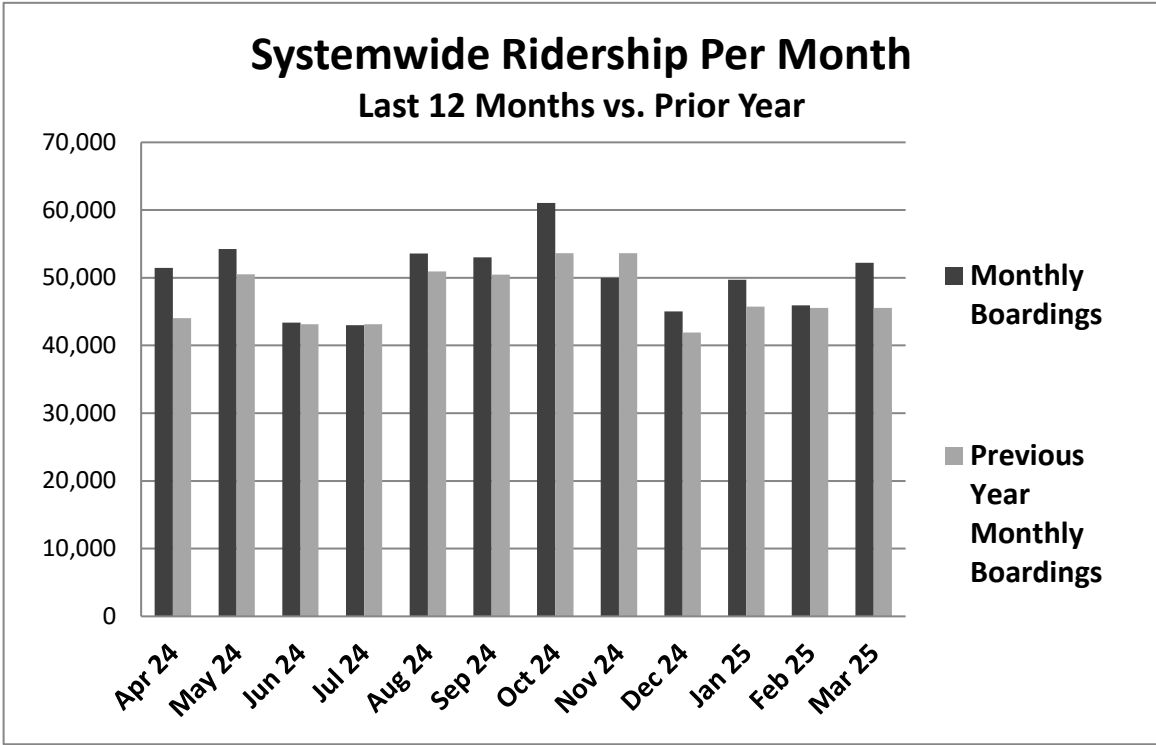


AGENDA ITEM IV - D

**MARCH 2025 PERFORMANCE REPORT**

	<b>March-25</b>	<b>Previous Twelve Month Average</b>	<b>Fiscal YTD</b>	<b>Previous Fiscal YTD</b>
<b>Ridership:</b>				
Fixed Route	44,358	42,497	382,674	366,996
Dial-A-Ride	2,361	2,675	23,988	22,464
Commuter Express	4,562	3,951	37,899	27,170
Midday Express	527	515	4,664	4,405
Foothill Route	86	96	791	1,224
Live Oak Route	295	332	3,232	2,366
Wheatland Route	30	47	308	288
<b>Total Ridership:</b>	<b>52,219</b>	<b>50,114</b>	<b>453,556</b>	<b>424,913</b>
<b>Vehicle Service Hours:</b>				
Fixed Route	4,124.52	3,725.65	33,988.19	32,777.87
Dial-A-Ride	1,285.74	1,551.79	13,826.86	14,669.27
Commuter Express	601.65	633.15	5,655.72	6,040.98
Midday Express	111.54	111.73	997.29	1,189.66
Foothill Route	80.77	84.74	752.95	787.48
Live Oak Route	75.80	77.49	692.02	758.30
Wheatland Route	49.66	51.19	453.40	444.03
<b>Total VSH's:</b>	<b>6,329.68</b>	<b>6,235.74</b>	<b>56,366.43</b>	<b>56,667.59</b>
<b>Passengers Per Hour:</b>				
Fixed Route	10.75	11.41	11.26	11.20
Dial-A-Ride	1.84	1.72	1.73	1.53
Commuter Express	7.58	6.24	6.70	4.50
Midday Express	4.72	4.61	4.68	3.70
Foothill Route	1.06	1.14	1.05	1.55
Live Oak Route	3.89	4.29	4.67	3.12
Wheatland Route	0.60	0.91	0.68	0.65
<b>Total Passengers Per VSH:</b>	<b>8.25</b>	<b>8.04</b>	<b>8.05</b>	<b>7.50</b>

## MARCH 2025 PERFORMANCE REPORT



AGENDA ITEM IV – E  
STAFF REPORT

**DISCOUNT MONTHLY PASS PROGRAM GRANT CLOSEOUT REPORT**

RECOMMENDATION: Information only.

**Background**

The recent Discount Monthly Pass Program was funded through a \$98,000 Blue Sky grant from the Feather River Air Quality Management District (FRAQMD) for the period April 2024 through March 2025. The funds were used to replace the lost fare revenue that resulted from a \$10 discount on the regular price for unlimited use monthly transit passes for area youth (ages 5 – 18), seniors (age 65 and over), and eligible persons with disabilities to just \$5 (\$10 effective January 2025).

The primary objective of the program is to reduce the number of vehicle trips and vehicle miles traveled in the Yuba-Sutter area for the purposes of reducing vehicle emissions and improving local air quality. The secondary objective is to continuously introduce and reinforce the use of public transit as a viable alternative mode of transportation to the large and growing population of youth, seniors, and persons with disabilities.

**Discussion**

During this period, a total of 10,155 discount passes were sold and 199,529 discount pass trips were taken which represents 39 percent of all local and rural fixed route trips taken during the grant period. At a subsidy of \$10 per pass, this award provided funding toward 9,800 (97%) of the 10,155 discount passes sold during the period. Compared to the previous twelve-month period, discount pass sales were up 9 percent while discount pass ridership was up 1 percent which is slightly lower than the systemwide local and rural route ridership increase of 5 percent that was experienced during this same period. The prior period subsidy earned was \$93,170 for 9,317 discount passes. The grant period is now complete, and the grant is ready to be closed.

Staff will be prepared at the meeting to discuss this program in detail.

**Fiscal Impact**

Looking forward, the current FRAQMD Blue Sky Program will reimburse Yuba-Sutter Transit up to a total amount not to exceed \$75,000 to offset half of the selling price of each discount monthly local and rural fixed route bus pass sold between April 1, 2025, and December 31, 2025.

**Attachments**

Combined Monthly Discount Pass Program Data Comparison

## Combined Monthly Discount Pass Program Data Comparison Twelve Month Periods Ending March

Revised 4-8-2025

### Discount Monthly Pass Sales

	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Total</u>
Discount Monthly Passes Sold - April 2023 - March 2024	746	661	690	559	1,072	848	819	767	635	935	823	762	9,317
Discount Monthly Passes Sold - April 2024 - March 2025	916	751	678	742	1,143	758	801	906	965	805	916	774	10,155
Percent Change	<b>23%</b>	<b>14%</b>	<b>-2%</b>	<b>33%</b>	<b>7%</b>	<b>-11%</b>	<b>-2%</b>	<b>18%</b>	<b>52%</b>	<b>-14%</b>	<b>11%</b>	<b>2%</b>	<b>9%</b>

### Discount Monthly Local & Rural Route Pass Ridership

	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Total</u>
Discount Monthly Pass Boardings - April 2023 - March 2024	15,239	18,915	14,837	12,363	17,017	18,045	19,453	17,412	14,332	15,914	15,578	17,716	196,821
Discount Monthly Pass Boardings - April 2024 - March 2025	17,680	19,228	14,165	13,387	17,617	18,082	20,560	14,608	14,456	16,540	15,091	18,115	199,529
Percent Change	<b>16%</b>	<b>2%</b>	<b>-5%</b>	<b>8%</b>	<b>4%</b>	<b>0%</b>	<b>6%</b>	<b>-16%</b>	<b>1%</b>	<b>4%</b>	<b>-3%</b>	<b>2%</b>	<b>1%</b>

### Discount Local & Rural Route Cash Fare Ridership

	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Total</u>
Discount Cash Fare Boardings - April 2023 - March 2024	6,725	8,150	5,451	4,189	7,953	7,760	7,692	8,283	5,385	6,326	5,983	6,619	80,516
Discount Cash Fare Boardings - April 2024 - March 2025	6,812	7,129	5,087	4,631	6,654	6,810	8,025	6,300	6,264	7,325	6,177	7,054	78,268
Percent Change	<b>1%</b>	<b>-13%</b>	<b>-7%</b>	<b>11%</b>	<b>-16%</b>	<b>-12%</b>	<b>4%</b>	<b>-24%</b>	<b>16%</b>	<b>16%</b>	<b>3%</b>	<b>7%</b>	<b>-3%</b>

### All Discount Local & Rural Route Ridership (Pass & Cash)

	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Total</u>
All Discount Boardings - April 2023 - March 2024	21,964	27,065	20,288	16,552	24,970	25,805	27,145	25,695	19,717	22,240	21,561	24,335	277,337
All Discount Boardings - April 2024 - March 2025	24,492	26,357	19,252	18,018	24,271	24,892	28,585	20,908	20,720	23,865	21,268	25,169	277,797
Percent Change	<b>12%</b>	<b>-3%</b>	<b>-5%</b>	<b>9%</b>	<b>-3%</b>	<b>-4%</b>	<b>5%</b>	<b>-19%</b>	<b>5%</b>	<b>7%</b>	<b>-1%</b>	<b>3%</b>	<b>0%</b>

### All Local & Rural Route Ridership

	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Total</u>
Total Boardings All Fare Categories - April 2023 - March 2024	38,225	44,188	36,889	31,825	43,843	44,492	47,220	42,664	36,836	39,709	39,360	44,613	489,864
Total Boardings All Fare Categories - April 2024 - March 2025	44,473	47,240	37,109	35,623	45,699	45,459	52,237	43,427	38,438	42,353	39,000	44,769	515,827
Percent Change	<b>16%</b>	<b>7%</b>	<b>1%</b>	<b>12%</b>	<b>4%</b>	<b>2%</b>	<b>11%</b>	<b>2%</b>	<b>4%</b>	<b>7%</b>	<b>-1%</b>	<b>0%</b>	<b>5%</b>

AGENDA ITEM IV – F  
STAFF REPORT

**MAINTENANCE EQUIPMENT PURCHASE AUTHORIZATION**

RECOMMENDATION: Authorize a purchase order with Mohawk Lifts, LLC, in the amount of \$59,369.16, for purchase and installation of a wheel alignment system, as proposed or amended.

**Background**

The Yuba-Sutter Transit Authority (Authority) Procurement Policy requires that purchases exceeding \$50,000 be submitted to the Board of Directors for approval prior to execution.

**Discussion**

With the requested action, the staff is recommending approval for the purchase of a wheel alignment system for the maintenance department. This purchase will provide the contractor with the ability to perform wheel alignments in-house on all Authority vehicles when necessary, and as part of the preventive maintenance routine. Regularly maintaining proper wheel alignment will improve tire performance and durability, and bringing the function in-house will reduce costs associated with outsourcing the function.

After reviewing multiple quotes, the staff is recommending the execution of a purchase from Mohawk Lifts, LLC, as representing the best value to the Authority. It is anticipated that the equipment will be installed within three months of the notice to proceed.

Staff will be prepared at the meeting to discuss this purchase in detail.

**Fiscal Impact**

The proposed purchase would be funded with State Transit Assistance (STA) funds, of which \$50,000 is included in the FY 2025 budget and approx. \$9,370 from deferred STA funds received in prior years which are restricted for capital purchases.

**Attachments**

Yuba-Sutter Transit Purchase Order No. 041725



**Safety · Service · Smiles**

# Purchase Order

Date: 4/17/2025  
PO # 041725

**Vendor**

Mohawk Lifts, LLC  
PO Box 110  
Amsterdam, NY 12010  
800-833-2006x7777

Quote Number Yuba.WT674.031825

**Ship**

**To**

Yuba-Sutter Transit Authority  
2100 B Street  
Marysville, CA 95901  
(530) 634-6880

Shipping Method	Payment Terms	Lead Time
FOB Destination, Prepaid	Net 45	Up to 90 Business Days ARO

Qty	Item #	Description	Job	Unit Price	Line Total
1	WT674	HD Aligner		\$22,373.08	\$22,373.08
1	HXL421CM6	Heavy Duty camera based cabinet mounted alignment sensors. 6 Self-Centering adaptors and XLTargets.		\$25,014.45	\$25,014.45
1	20-4039-1	Secondary HawkEye XL console kit		\$1,025.15	\$1,025.15
1	221-527-1	Tire Measuring Tool		\$409.34	\$409.34
1	20-1355-1	ALCOA Spade Adaptors inc. 8 Truck Rim Guard Tire Sleeves		\$369.51	\$369.51
1	20-3271-1	Mobile HD turnplate kit		\$2,945.24	\$2,945.24
1	20-2882-1	Cordless Remote Indicator Kit		\$1,452.53	\$1,452.53
1	20-4111-1	HawkEye XL second gen target storage cart		\$1,255.19	\$1,255.19
		Freight, Installation, Training & Training Certificates Included @ No Charge.			
<b>Total Due</b>					\$54,844.49
<b>Sales Tax 8.25%</b>					\$4,524.67
<b>Total</b>					\$59,369.16

1. Please send two copies of your invoice.
2. Enter this order in accordance with the prices, terms, delivery method, and specifications listed above.
3. Please notify us immediately if you are unable to ship as specified.
4. Send all correspondence to:

Name: Matthew Mauk  
Contact Phone: (530) 634-6880  
Contact Email: matt@yubasuttertransit.com  
Billing POC: Janet Frye  
Billing Email: janet@yubasuttertransit.com

Authorized by \_\_\_\_\_

Date \_\_\_\_\_

AGENDA ITEM V – A  
STAFF REPORT

**LOCAL TRANSPORTATION FUND (LTF) APPORTIONMENT HISTORY**

RECOMMENDATION: Information only.

**Background**

The Local Transportation Fund (LTF) enacted in 1972, is one of two funding programs created under the Transportation Development Act (TDA) to provide funding for public transportation in California. Funds for the LTF program are derived from ¼ cent of the retail sales tax collected statewide. The money is returned to each county based upon the sales tax collected in that county. Each County auditor-controller submits an estimate of the ending LTF balance for the current fiscal year as well as projected sales tax revenue to the TDA fund within their county for the following fiscal year. The counties may also revise revenue estimates during the fiscal year. The Sacramento Area Council of Governments (SACOG), as a Regional Transportation Planning Agency, is responsible for the allocation and administration of LTF and SACOG staff uses each auditor-controller's revenue estimates to calculate proposed funding allocations to each city, county, and transit agency under its jurisdiction.

TDA statutes require that SACOG adopt annual LTF Findings of Apportionment before funds can be distributed to local agencies. Once adopted, funds are distributed to public agencies for transit services, pedestrian and bicycle facilities, and streets and roads funding. These funds are audited annually as required by TDA law.

The County Auditor Controller is the custodian of LTF funds and therefore responsible for distribution of the funds. SACOG's board approves annual claims from eligible recipients by resolution and SACOG staff then prepares instruction letters notifying and authorizing the County to pay out the funds per the resolution. The County prepares and disburses payments as funds become available from the state. Usually, the county auditors will receive funds from the State Controller's Office (SCO) and make payments quarterly.

**Unmet Transit Needs**

LTF funds are apportioned to jurisdictions principally for the purpose of funding public transit service. For a claimant to fund a local roadway project with LTF there must be no unmet transit needs, or no unmet transit needs that are reasonable to meet. Alternatively, if there are unmet transit needs that are reasonable to meet, the transit need must be fulfilled first before LTF can be used for a roadway project. Unmet transit needs are defined as existing transit services or service variants, including services where transfers may be necessary to complete a trip, that are not adequately meeting the identified transportation needs of residents who are likely to use public transportation. Additionally, claimants must maintain the existing level of transit service from prior years before LTF can be spent on roadway projects.

All counties eligible for LTF funding are required to establish a Social Services Transportation Advisory Council (SSTAC) and to establish and implement a process of citizen participation, utilizing the SSTAC to hear the transit needs of transit dependent or disadvantaged persons. SACOG, as a Regional Transportation Planning Agency, is responsible for the Unmet Transit Needs Findings for Sutter and Yuba Counties, and the cities therein. Section 99238.5 (a) requires that this process provides for at least one public hearing annually. As part of the process, transit service requests are identified during the public hearing(s), input submitted electronically, via phone and text, by mail, and through the transportation planning process. These requests are evaluated as to whether they meet SACOG adopted unmet transit needs definitions. There are no exceptions or exemptions to this process in the TDA law.

**Discussion**

Historically, Yuba-Sutter Transit’s annual claim for LTF revenue has been based on the amount required to balance the operating budget after all other projected revenues are considered. Since FY 2021, available federal pandemic relief funds have been used to maintain service levels and offset losses of passenger fare revenue, allowing a strategic shift of state funding to capital reserves. The CARES Act funding that was used for operating purposes was exhausted in FY 2022 and a significant amount from the American Rescue Plan Act (ARPA) allocation was expended in FY 2022 and FY 2023. The remaining portion of the rural ARPA funds have been carried over into the FY 2025 operating budget.

The Joint Powers Agreement (JPA) establishing Yuba-Sutter Transit specifies a two-part process to be followed in the allotment of the member jurisdictions’ annual LTF apportionments to the transit budget. First, a funding formula with four equally weighted factors is applied to determine the relative shares of the total LTF apportionments necessary to balance the budget. These factors are: (1) service area population; (2) amount of LTF available to each jurisdiction; (3) fixed route miles; and (4) demand response boardings. Second, if this formula results in a calculated contribution from one or more jurisdictions exceeding the amount of LTF available to that jurisdiction for the following fiscal year, the shortfall is then reallocated to the remaining jurisdictions using the relative values of each funding formula component for the remaining jurisdictions. This second step was needed for FY 2025, as the calculated LTF apportionment from the City of Marysville exceeded the amount available. This has occurred multiple times historically and is projected again for FY 2026.

The following table summarizes the calculations for each of the four funding formula factors for the most recent calculated fiscal year, FY 2025. The column labeled “Base Formula Share of LTF” is the relative share (derived by averaging the four equally weighted factors) of the total amount of LTF required without regard to the amount of LTF available to any one or more jurisdictions. Based on this calculation, the base share for the City of Marysville would be \$488,194 which is \$101,503 more than the \$386,691 available to Marysville for FY 2025. The reallocation of the Marysville shortfall amount to the remaining three jurisdictions is reflected in the final column which was the actual adopted LTF apportionment for FY 2025.

**YUBA-SUTTER TRANSIT  
FUNDING FORMULA CALCULATIONS FOR FY 2025**

	DIAL-A-RIDE TRIP ORIGINS	FIXED ROUTE MILES	SERVICE AREA POPULATION	LTF AVAILABLE	BASE FORMULA SHARE OF LTF	REALLOCATED FY 2025 LTF SHORTFALL	PROPOSED FY 2025 LTF APPORTIONMENT
Marysville	19.4639%	14.7173%	10.3059%	4.33225%	12.2048%	(\$101,503)	\$386,691
Yuba City	54.4990%	37.9873%	56.7794%	56.62868%	51.4736%	\$59,559	\$2,118,504
Yuba County	23.8673%	45.9890%	28.2976%	22.77130%	30.2313%	\$35,250	\$1,244,501
Sutter County	2.1698%	1.3064%	4.6171%	16.26777%	6.0903%	\$6,694	\$250,304
Total*	100.0000%	100.0000%	100.0000%	100.0000%	100.0000%	\$0	\$4,000,000

\*Any variance in percentages is due to rounding and has no effect on the dollar amounts calculated.



The attached Annual LTF Apportionments spreadsheet expresses the amounts of total LTF apportioned to the member jurisdictions, their respective LTF share allotted to Yuba-Sutter Transit, and the incremental changes to those amounts over the most recent ten years. The FY 2025 calculations are based on the adopted SACOG FY 2025 LTF Apportionment Table, the adopted Yuba-Sutter Transit FY 2025 Operating Budget and the adopted FY 2025 Yuba-Sutter Transit LTF apportionment percentage allocations. For FY 2026, only the total LTF apportionments by member jurisdiction and the total LTF projected in Yuba-Sutter Transit's preliminary FY 2026 operating budget are represented. The final FY 2026 LTF member allocations will be presented to the Board for adoption in May in conjunction with adoption of the final operating budget.

SACOG's adopted apportionments for FY 2025 were the combined amount of \$8.9 million available to the four member jurisdictions which was an increase of \$1 million (12.5%) above FY 2024. The FY 2026 combined apportionment is \$8 million, which is a decrease of \$900k (10%) below FY 2025. The budgeted \$4 million LTF allocation for Yuba-Sutter Transit in FY 2025 represented just 45% of the amount available, and the projected \$4.2 million for FY 2026 is 52% (comparable to 50% for FY 2024, but still much lower than the peak of 60 percent in FY 2018). As indicated in recent years, a greater percentage of LTF revenue will likely be necessary for Yuba-Sutter Transit going forward to back-fill for federal and state funds that may be needed in part for the facility project and to comply with the state's zero-emission bus purchase mandate.

Staff will be prepared at the meeting to discuss the funding formula process and history as desired. The detailed documentation for the funding formula calculations is kept as a part of the permanent apportionment file available for review in the Yuba-Sutter Transit office during normal business hours.

### **Attachments**

Annual LTF Apportionments (FY 2015 through FY 2025)

**ANNUAL LTF APPORTIONMENTS**

**May 17, 2024 - Based on the Adopted SACOG FY 2025 LTF Apportionment Table, the Adopted Yuba-Sutter Transit FY 2025 Operating Budget and the Adopted FY 2025 Yuba-Sutter Transit LTF apportionment percentage allocations**

**April 10, 2025 - Updated to include the FY 2026 member jurisdiction apportionments, but not the specific Yuba-Sutter Transit share - data not available.**

Jurisdiction	Fiscal Year	Total Apport.	% Growth	YST Share	% of Total	Jurisdiction	Fiscal Year	Total Apport.	% Growth	YST Share	% of Total
<b>Yuba County</b>	FY 2015	\$850,192		\$491,568	57.8%	<b>Yuba City</b>	FY 2015	\$2,316,789		\$1,027,350	44.3%
	FY 2016	\$1,046,784	23.1%	\$652,089	62.3%		FY 2016	\$2,842,025	22.7%	\$1,301,090	45.8%
	FY 2017	\$769,338	-26.5%	\$686,123	89.2%		FY 2017	\$3,117,016	9.7%	\$1,469,330	47.1%
	FY 2018	\$908,252	18.1%	\$731,047	80.5%		FY 2018	\$2,378,643	-23.7%	\$1,420,869	59.7%
	FY 2019	\$1,204,996	32.7%	\$809,067	67.1%		FY 2019	\$3,152,454	32.5%	\$1,560,174	49.5%
	FY 2020	\$1,431,632	18.8%	\$800,675	55.9%		FY 2020	\$3,224,378	2.3%	\$1,537,735	47.7%
	FY 2021	\$1,257,597	-12.2%	\$804,375	64.0%		FY 2021	\$2,835,450	-12.1%	\$1,557,374	54.9%
	FY 2022	\$1,847,503	46.9%	\$928,859	50.3%		FY 2022	\$3,400,417	19.9%	\$1,667,622	49.0%
	FY 2023	\$2,292,922	24.1%	\$1,115,870	48.7%		FY 2023	\$5,396,140	58.7%	\$2,102,271	39.0%
	FY 2024	\$2,157,366	-5.9%	\$1,213,759	56.3%		FY 2024	\$4,156,813	-23.0%	\$2,135,686	51.4%
	FY 2025	\$2,032,536	-5.8%	\$1,244,501	61.2%		FY 2025	\$5,054,601	21.6%	\$2,118,504	41.9%
FY 2026*	\$2,070,556	1.9%			FY 2026*	\$4,307,820	-14.8%				
1 Year Change	\$38,020				1 Year Change	-\$746,781					
<b>Marysville</b>	FY 2015	\$180,513		\$180,513	100.0%	<b>JPA Totals</b>	FY 2015	\$4,109,975		\$1,823,274	44.4%
	FY 2016	\$221,679	22.8%	\$221,679	100.0%		FY 2016	\$5,044,098	22.7%	\$2,336,100	46.3%
	FY 2017	\$158,246	-28.6%	\$158,246	100.0%		FY 2017	\$5,032,978	-0.2%	\$2,491,500	49.5%
	FY 2018	\$187,753	18.6%	\$187,753	100.0%		FY 2018	\$4,205,939	-16.4%	\$2,500,000	59.4%
	FY 2019	\$244,139	30.0%	\$244,139	100.0%		FY 2019	\$5,577,310	32.6%	\$2,789,800	50.0%
	FY 2020	\$286,654	17.4%	\$286,654	100.0%		FY 2020	\$5,957,567	6.8%	\$2,800,000	47.0%
	FY 2021	\$257,846	-10.0%	\$257,846	100.0%		FY 2021	\$5,237,349	-12.1%	\$2,800,000	53.5%
	FY 2022	\$365,372	41.7%	\$333,917	91.4%		FY 2022	\$6,631,226	26.6%	\$3,100,000	46.7%
	FY 2023	\$466,958	27.8%	\$452,160	96.8%		FY 2023	\$9,726,755	46.7%	\$3,900,000	40.1%
	FY 2024	\$420,540	-9.9%	\$420,540	100.0%		FY 2024	\$7,933,376	-18.4%	\$4,000,000	50.4%
	FY 2025	\$386,691	-8.0%	\$386,691	100.0%		FY 2025	\$8,925,868	12.5%	\$4,000,000	44.8%
FY 2026*	\$393,639	1.8%			FY 2026*	\$8,009,741	-10.3%	\$4,200,000	52.4%		
1 Year Change	\$6,948				1 Year Change	-\$916,127		\$200,000			
<b>Sutter County</b>	FY 2015	\$762,481		\$123,843	16.2%	<i>FY26 Projected</i>					
	FY 2016	\$933,610	22.4%	\$161,242	17.3%	Notes: * FY 2026 Yuba-Sutter Transit share for FY 2026 total is projected and member jurisdiction amounts not presented.  Gray cells indicate data not available at 4-10-2025.  *The JPA funding formula requires the reallocation of the excess balance of any one or more member jurisdictions among the remaining jurisdictions.					
	FY 2017	\$988,378	5.9%	\$177,801	18.0%						
	FY 2018	\$731,291	-26.0%	\$160,331	21.9%						
	FY 2019	\$975,721	33.4%	\$176,420	18.1%						
	FY 2020	\$1,014,903	4.0%	\$174,936	17.2%						
	FY 2021	\$886,456	-12.7%	\$180,405	20.4%						
	FY 2022	\$1,017,934	14.8%	\$169,602	16.7%						
	FY 2023	\$1,570,735	54.3%	\$229,699	14.6%						
	FY 2024	\$1,198,657	-23.7%	\$230,015	19.2%						
	FY 2025	\$1,452,040	21.1%	\$250,304	17.2%						
FY 2026*	\$1,237,726	-14.8%									
1 Year Change	-\$214,314										

**FY 2025 Reallocation Process - Marysville Shortfall of \$101,503**

	Base Allocation	Marysville Reallocation	PY Audit Adjustment	Final Allocation
Yuba County	\$1,209,251	\$35,250	\$0	\$1,244,501
Marysville	\$488,194	(\$101,503)	\$0	\$386,691
Sutter County	\$243,610	\$6,694	\$0	\$250,304
Yuba City	\$2,058,945	\$59,559	\$0	\$2,118,504
Total	\$4,000,000	\$0	\$0	\$4,000,000

Reallocated Apportionment Amount:	FY 2012	Amount	% of Total
	FY 2012	\$7,397	0.4%
	FY 2013	\$14,299	0.7%
	FY 2014	\$0	0.0%
	FY 2015	\$21,085	0.9%
	FY 2016	\$43,327	1.7%
	FY 2017	\$119,996	4.8%
	FY 2018	\$104,846	4.2%
	FY 2019	\$90,094	3.2%
	FY 2020	\$56,965	2.0%
	FY 2021	\$76,839	2.7%
	FY 2022	\$0	0.0%
	FY 2023	\$0	0.0%
	FY 2024	\$35,949	0.9%
	FY 2025	\$101,503	2.5%
	FY 2026		

/Common/LTF/LTF Apportionment Growth FY 2025/

AGENDA ITEM V – B  
STAFF REPORT

**YUBA-SUTTER NEXTGEN TRANSIT PLAN IMPLEMENTATION UPDATE**

RECOMMENDATION: Information only.

**Background**

The Yuba-Sutter NextGen Transit Plan (Plan) adopted in May 2023 includes operational, capital, staffing, and financial recommendations to effectively address transit needs over the five-year planning horizon in a financially constrained, post-pandemic environment. While the NextGen Plan is intended to serve as the local blueprint for transit deployment and operations in the short-term, each recommendation is still individually evaluated as appropriate prior to approval and implementation.

**Discussion**

As Fiscal Year (FY) 2026 approaches, several initiatives recommended in the Plan have been undertaken as originally recommended, or with modifications as a result of changing conditions. The following outlines the recommendations and implementation measures taken to date:

- Consolidation of existing commuter services to permanently remove the trips that were suspended during the pandemic. After the public process, those changes were ultimately expanded with the elimination of three additional trips from the former schedule effective November 2023. Status: **Completed**
- Creating a Transit Technology Manager position to address the agency's expanding information technology (IT) needs in-house. With Board approval, staff pursued an alternative approach, awarding a professional services agreement to a local private IT contractor to provide the additional support needed for significant cost savings. Status: **Completed**
- Creating a Community Relations Manager position. Similarly, the Board supported staff's recommended alternatives to addressing the increased community relations needs by, 1) retaining a qualified marketing and public outreach consultant, and 2) hiring an additional staff person into the existing Program Analyst I/II classification with a focus on marketing and public outreach. Status: **Completed**
- Procurement of the dispatching/scheduling technology necessary to support the launch of new on-demand services. As suggested, this process began with a competitive procurement resulting in award of the project to VIA Mobility in September 2024. At the time of writing, the system parameters have been set, and the software and mobile applications are being configured in preparation for a May 2025 service launch. Status: **Completed**
- Branding and marketing initiatives to address diverse target markets. Following Board approval in March 2024, the staff worked with the selected marketing firm to fully develop and begin implementing several marketing strategies building on the recommendations in the Plan. To date, efforts include increased public outreach field work and social media presence, sub-branding of new services, adoption of an updated logo and branding guide, design of new passenger materials and bus stop signage, website development, and new branding on transit buses. Status: **Ongoing**.
- Expanded hours of service for all local fixed routes and paratransit services from 6:30 to 8:00 p.m. on weekdays. This service expansion was made effective in January 2025. Status: **Completed**
- Elimination of evening Dial-A-Ride service. This change was also made effective in January 2025, with the minor addition of later service on Friday nights to accommodate patrons of a long-standing senior center program. Status: **Completed**

- Replacement of local Routes 2 and 5 with on-demand (microtransit) services. As originally proposed, a zonal, community on-demand service would have replaced the existing fixed Routes 2 and 5 in Yuba City in FY 2025. Plans were for 4-5 vehicles, operating Monday through Saturday, with demand-response connections to new areas north of Butte House (including the Yuba College Sutter Center), west of Harter, and south of Bogue. Due to steadily increasing local fixed route productivity and resource constraints, the Board approved a recommendation from staff in December to retain local route service in Yuba City and instead deploy microtransit first in Linda and Olivehurst as a complement (i.e., feeder service) to the existing fixed routes. This strategy better leverages the benefits of on-demand service by combining them with a productive fixed route service to enhance the overall responsiveness and reach of the entire local transit system. In addition, this sequencing of the rollout is expected to have significant community impact and better aligns with current capacities and existing resources. Status: **Deferred**
- Streamline of Route 1 in Yuba City. This proposed rerouting and shortening of the primary cross-town local fixed route between Yuba City and Yuba College assumed the discontinuation of Routes 2 and 5 and launch of replacement microtransit services in Yuba City discussed previously. With the deferral of those corresponding changes in Yuba City, these Route 1 changes were also postponed. Status: **Deferred**
- Fare Changes (Phase 1). After subsequent analysis and Board review, a suite of alternative fare changes was made effective in January that included adoption of a \$1.50/\$0.75 one-way fare for new on-demand services, maintaining the discount monthly pass program with minor cost increases, and increasing the daily cap threshold for local one-way fares. By adopting a consistent fare structure for all local public services and continuing to offer a monthly pass option for use on both the new on-demand services and remaining fixed routes, these changes lessened the financial impact on passengers while still increasing fare revenues. Under the original Plan, further fare increases are recommended for FY 2027, but it is assumed that grant funds will still be utilized to reduce the out-of-pocket costs for riders for the foreseeable future. Status: **Completed**
- Launch of Linda and Marysville microtransit zones and cancelation of Routes 4 and 6. The latter phases of the original Plan call for expansion of microtransit services to Marysville and Linda (assuming Yuba City deployment first) as a replacement for the existing fixed route system. Given the increasing local fixed route productivity and resource constraints discussed earlier, and the resulting pivot to deploying microtransit first in Linda and Olivehurst as a feeder service, staff will be returning these recommendations to the Board for future consideration. Status: **Deferred**
- New service to the Roseville Galleria that would connect Marysville with southern Placer County. Initially envisioned as two round trips (one AM and one PM) each weekday to be funded by the savings from earlier consolidation of the Sacramento service, adequate grant funding is now programmed for the service under the FY 2025 Low Carbon Transit Operations Program (LCTOP) cycle. It was originally recommended that this service commence in September 2024. However, discussions with Placer County transit partners on their ongoing planning of expanded services to the Lincoln area, indicate that a retooling of that service design and launch schedule was warranted. Per staff's recommendation, the Board supported postponing the rollout of the Marysville/Roseville service until at least 2025 to allow for additional planning to be completed in coordination with those regional partners. Status: **Deferred**
- Support a Volunteer Driver Program in the Foothills. The Plan reviewed the current rural services in detail and identified the need for administration of a volunteer driver program in Challenge and Dobbins. To date, staff have engaged with a local non-profit that is providing mobility services in the Yuba County Foothills to discuss their needs and will continue exploring opportunities to support and potentially augment these existing community-based transportation programs. Status: **Ongoing**

Staff anticipates bringing the following deferred and/or pending elements of the Plan for public input and Board consideration at future meetings:

- Deployment of microtransit zones in Marysville and/or Yuba City, either as a complement or replacement for existing local fixed route services.
- The scope, schedule, and routing of the proposed Roseville service.
- Comingling of microtransit and traditional Dial-A-Ride services across the entire service area to increase efficiency and productivity.
- Responding to potential increased demand for Sacramento commuter service as more employees are required to return to work in-person.
- Capital investments and staffing resources to support and sustain services.

Next steps toward potential deployment of these or alternative service initiatives will be the subject of discussion at the May Board meeting during consideration of the final operating and capital budgets for FY 2026.

Staff will be prepared at the meeting to discuss the issue and the next steps in the process in detail. For reference, the entire adopted NextGen Plan is available on the agency's website at [www.yubasuttertransit.com/nextgen-transit-plan](http://www.yubasuttertransit.com/nextgen-transit-plan).

**Fiscal Impact**

None.