



Please plan to attend one of the two Yuba-Sutter NextGen Transit Plan Community Open Houses to be held on this date in the same location from 2:00 – 4:00 pm and from 5:30 – 7:00 pm.

MEETING NOTICE & AGENDA

DATE: Thursday, October 20, 2022

TIME: 4:00 P.M.

PLACE: Yuba County Government Center
Board of Supervisors Chambers
915 Eighth Street
Marysville, California

A remote option for audience participation is being provided only as a courtesy. Members of the Yuba-Sutter Transit Board of Directors must attend in person. If the remote connection fails for any reason, the meeting will continue as noticed so the public must attend in person to assure access to the meeting.

To join the meeting from your computer, tablet, or smartphone, please use the Zoom Meeting link below.

<https://us02web.zoom.us/j/84051358341?pwd=SXhWZ1BuS2Z0b1ZzUkhlYnBOU01zUT09>

To join by telephone conference call: 1-669-900-6833
Meeting ID: 840 5135 8341
Password: 369785

The public will be muted by default. The following options are available to speak during the public comment portions of the meeting:

Online: Raise your hand or use the Q&A panel to submit your comments.
Phone: Press *9 to raise your hand or press *6 to send a request to be unmuted to submit comments.

I. Call to Order & Roll Call

Bains, Blaser, Buttacavoli, Fuhrer, Hudson (Chair), Kirchner (Vice-Chair), Micheli and Shaw

II. Presentations

A. Yuba-Sutter NextGen Transit Plan Update – Innovate Mobility, LLC Presentation (Attachment)

Recommendation: Information and discussion only.

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 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 September 15, 2022. (Attachment)
- B. Disbursement List for September 2022. (Attachment)
- C. Monthly Performance Report for September 2022. (Attachment)

V. Reports

- A. **Sacramento Area Council of Governments (SACOG) Community Design Funding Program Grant Application.** Consider authorization of a grant application to complete the environmental, engineering and design portion of the Next Generation Transit Maintenance, Operations, and Administration Facility project. (Attachment)

RECOMMENDATION: Authorize the submission of a SACOG Community Design Funding Program grant application as proposed.

- B. **Transit & Intercity Rail Capital Program (TIRCP) Grant Application.** Discussion and possible staff direction regarding a potential TIRCP grant application for construction of the Next Generation Transit Maintenance, Operations, and Administration Facility and associated capital expenses. (Attachment)

RECOMMENDATION: Direct staff as desired.

- C. **Staff Classification and Compensation Study Authorization.** (Attachment)

RECOMMENDATION: Authorize a staff classification and compensation study as proposed.

- D. **Project & Program Updates.**

1. 2022 FTA Section 5339(b) Buses & Bus Facilities Discretionary Grant Application Debrief
2. Annual Sacramento Area Council of Governments (SACOG) Unmet Transit Needs Hearings
In Person – Yuba County Government Center, 1:00 pm, Monday, October 24th
Virtual – Zoom Meeting ID 876-7231-0817, 6:00 pm, Tuesday, October 25th
3. Regional Waste Management Authority (RWMA) Staff Transition
4. Yuba-Sutter Transit Board of Directors Meeting Cancellation Reminder for November 17, 2022

RECOMMENDATION: Information only.

VI. Correspondence / Information

VII. Other Business

VIII. Adjournment

**THE REGULARLY SCHEDULED MEETING ON THURSDAY, NOVEMBER 17, 2022
HAS BEEN CANCELLED**

**THE NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY, DECEMBER 15, 2022
AT 4:00 P.M. IN THE YUBA COUNTY BOARD OF SUPERVISORS CHAMBERS**

AGENDA ITEM II – A
STAFF REPORT

**YUBA-SUTTER NEXTGEN TRANSIT PLAN UPDATE –
INNOVATE MOBILITY, LLC PRESENTATION**

Background

Yuba-Sutter Transit received a \$199,192 Fiscal Year 2021/22 Sustainable Communities Planning Grant from the California Department of Transportation (Caltrans) to develop a Comprehensive Operational Analysis (COA)/Short Range Transit Plan (SRTP). Transit plans are normally conducted every three to five years as a guide for future transit improvements and system modifications. A current transit plan is required to remain eligible for federal funding and the last Yuba-Sutter Transit SRTP was adopted in April 2015. The \$225,000 project budget includes the Caltrans grant and the required local match of \$25,808.

On April 21, 2022, a consulting team led by Innovate Mobility, LLC was selected to develop the now officially named Yuba-Sutter NextGen Transit Plan in close collaboration with the Board of Directors, member jurisdictions, community stakeholders, and the public at large. The resulting plan is expected to shape the Yuba-Sutter Transit system for the next 5 to 10 years through pandemic recovery; construction of a new transit operating, maintenance, and administration facility; and transition to the large-scale operation of zero-emission buses. The plan will include a top-to-bottom examination of the entire system (local, rural and commuter routes along with the Dial-A-Ride service) and present recommendations that could include modifications to existing routes, new service areas, alternative service models, and more modern technology-based transportation delivery tools.

Discussion

Innovate Mobility president, Rahul Kumar, will be present at the meeting to update the Board on the progress to-date on the NextGen Transit Plan. His presentation will cover the existing conditions data that is now being analyzed as well as an update on public outreach, stakeholder interviews, and system observations. Critical to the planning process is an extensive and on-going public outreach effort that includes a public survey that is currently open and accessible on the project website at <https://www.yubasutternextgen.com/home>. That outreach effort also includes two community open houses that will be held in the Yuba County Board of Supervisors Chambers from 2:00 – 4:00 p.m. and from 5:30 – 7:00 p.m. on Thursday, October 20th before and after this meeting of the Yuba-Sutter Transit Board of Directors.

Next Steps

Mr. Kumar's presentation marks the approximate midway point for the NextGen Transit Plan. The dates below reflect the anticipated schedule for additional formal Board and public input opportunities through the completion of the planning process. Additional input is certainly welcome throughout the process by either contacting project staff directly or by providing comments through the project website.

January 12, 2023 – Special Yuba-Sutter Transit Board of Directors Meeting

Public workshop focusing on the slate of alternative service options.

February 16, 2023 – Community Open Houses & Yuba-Sutter Transit Board Meeting

Identical to the October 20th meeting format, the focus of these meetings will be on the draft service recommendations.

March 16, 2023 – Yuba-Sutter Transit Board Meeting

Presentation of the preliminary draft plan for Board and public input.

April 20, 2023 – Yuba-Sutter Transit Board Meeting

Presentation of the Final Draft 2023 Yuba-Sutter Transit NextGen Transit Plan for Board adoption consideration.

Staff and members of the project team will be prepared at the meeting to discuss the Yuba-Sutter NextGen Transit Plan in detail.

RECOMMENDATION: Information and discussion only.



1

Project Status Update

Phase 1	Phase 2	Phase 3
<p><u>Existing Conditions Review</u></p> <ul style="list-style-type: none"> Understand existing services Review historical data and impacts of COVID Analyze market conditions and demographics Survey the public and understand rider needs 	<p><u>System Analysis</u></p> <ul style="list-style-type: none"> Review historical and existing travel demand Understand how effective today's services are Evaluate Yuba-Sutter Transit's marketing and branding Analyze the NextGen Facility Hold open houses to further understand needs 	<p><u>Recommendations</u></p> <ul style="list-style-type: none"> Align services to demand Evaluate new modes and types of services Build capital plan to match operating needs

NEXTGEN TRANSIT PLAN IM innovate mobility

2

Guiding Questions

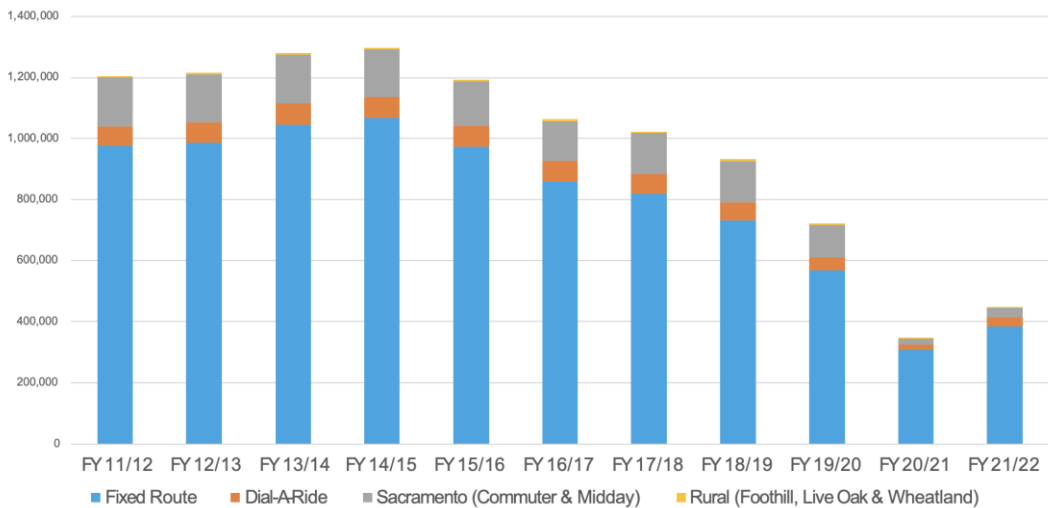
- Who are the current and future customers and what are their travel needs?
- What works well in the system? What needs improvement?
- How can Yuba-Sutter Transit best serve the customers within the financial and operational constraints?
- How does Yuba-Sutter Transit restructure post COVID-19?



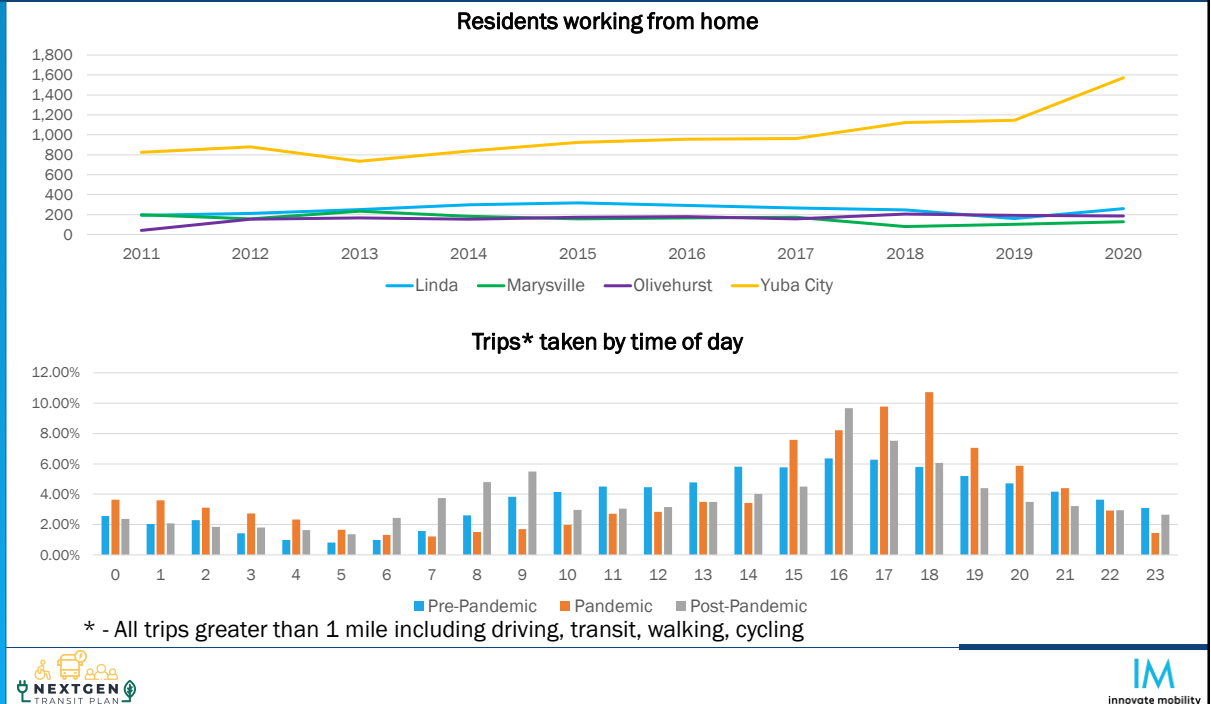
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Historical Ridership

Passenger trips by mode by year



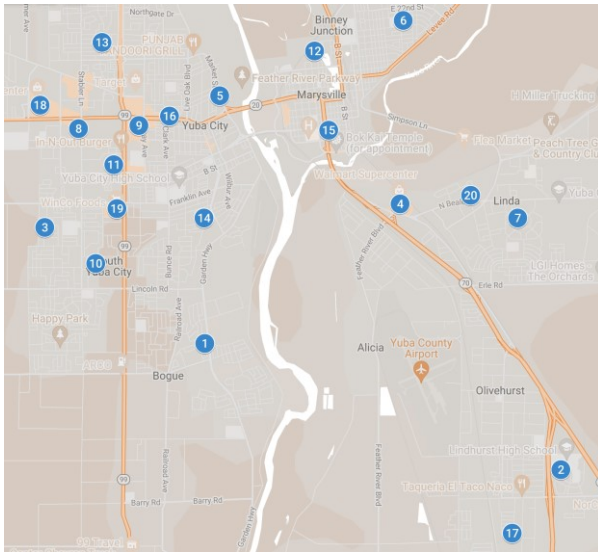
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Understanding Demand

- Travel patterns have changed since COVID
- This plan utilizes smartphone and non-smartphone data and proprietary algorithms to understand past and present travel patterns
- These patterns are overlaid with Census and ACS data to ensure that no vulnerable communities are undercounted

Ranking of Trip Generators



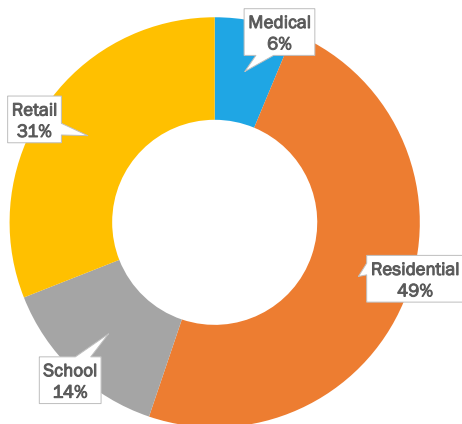
1. Garden Hwy/River Oaks – Retail/Residential
2. Lindhurst High School – School/Residential
3. Harding Rd/Woodleaf Dr - Residential
4. Walmart Linda - Retail
5. Plumas St/Del Norte Avenue - Medical
6. E 19th St/ Del Pero St - Residential
7. Park Circle - Residential
8. Sam’s Club - Retail
9. Colusa Hwy/Gray Ave - Retail
10. Richland Rd/Estate Drive - Residential
11. Raley’s and Kohl’s Yuba City - Retail
12. Ellis Lake Dr - Residential
13. Coats Dr/Christifer Ln - Residential
14. Plumas Blvd/Franklin Ave – Medical/School
15. E Street – Retail/Medical
16. Colusa Ave/Clark Ave – Retail/Residential
17. Deaton Dr/ Black Angus Way - Residential
18. Walmart Yuba City - Retail
19. WinCo Foods Yuba City - Retail
20. Park Ave/Shasta Way - Residential

Data from January-May 2022



7

Trip Generators by Type



Type	Average Distance (mi.)	Average Travel Time (min.)
Medical	3.4	8.32
Residential	5.2	11.61
School	5.2	11.19
Retail	3.9	9.03



8

Origin / Destination Spatial Analysis

- An in-depth look at how people move throughout Yuba-Sutter and the greater region
- Covers all modes of transportation including single occupancy vehicles and transit
- Helps determine the right “fit” for transit

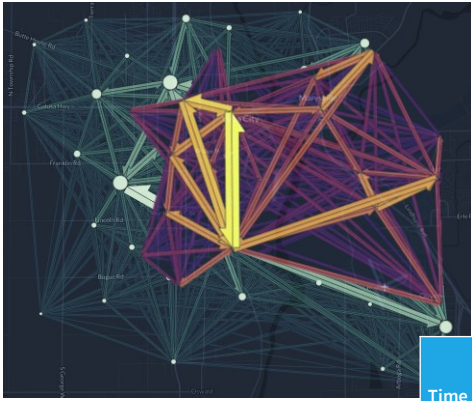


2022 - Spatial Distribution of All Regional Trips

How does today's transit address travel patterns?

- This plan analyzes transit two ways – coverage and time
- Coverage is an indication of how much of the current travel pattern can be met with existing transit
- Then the plan reviews how long those trips take utilizing transit to understand the transit experience
- Cities and agencies need a new way to plan transit to address new patterns

Transit Coverage





Fixed Route Transit Coverage

- Spatial analysis of existing travel demand
- Spatial analysis of current trip generators within 0.5 miles of existing stops

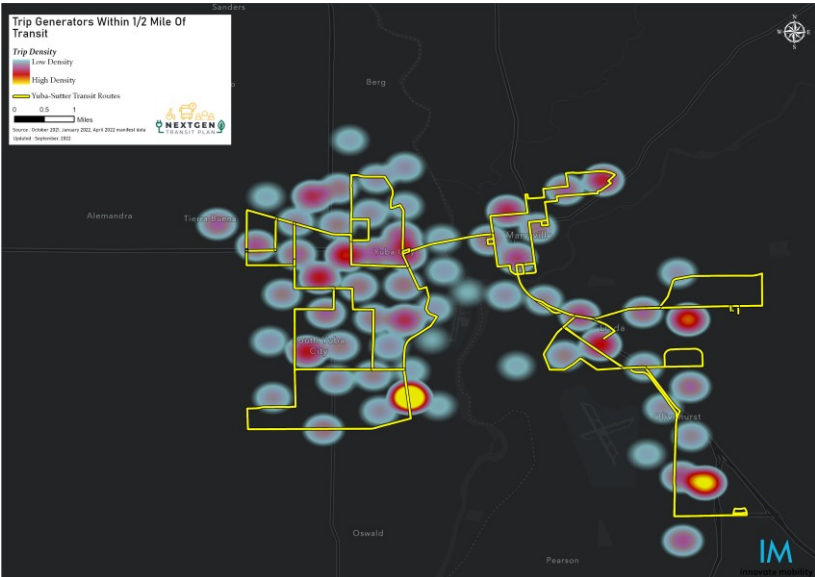
Comparison of Travel Time between Transit and Driving

Time Period	Trips	Trips near Transit	Coverage	Avg. Trip Length	Avg. Transit Trip	Avg. Travel Time	Avg. Transit Travel Time	Addl. Time
00:00 - 06:00	66,237	-	-	4.7	-	11.82	-	-
06:00 - 10:00	77,198	54,567	71%	4.8	3.7	12.97	18.69	44%
10:00 - 16:00	137,464	116,337	85%	4.9	3.9	13.96	19.26	38%
16:00 - 20:00	100,797	75,643	75%	5.0	3.9	14.91	19.60	31%
20:00 - 24:00	50,774	-	-	4.8	-	12.48	-	-
Total	432,470	246,547	57%	4.8	3.8	13.23	19.18	45%

- Coverage indicates trips that can be completed via transit






Transit Effectiveness



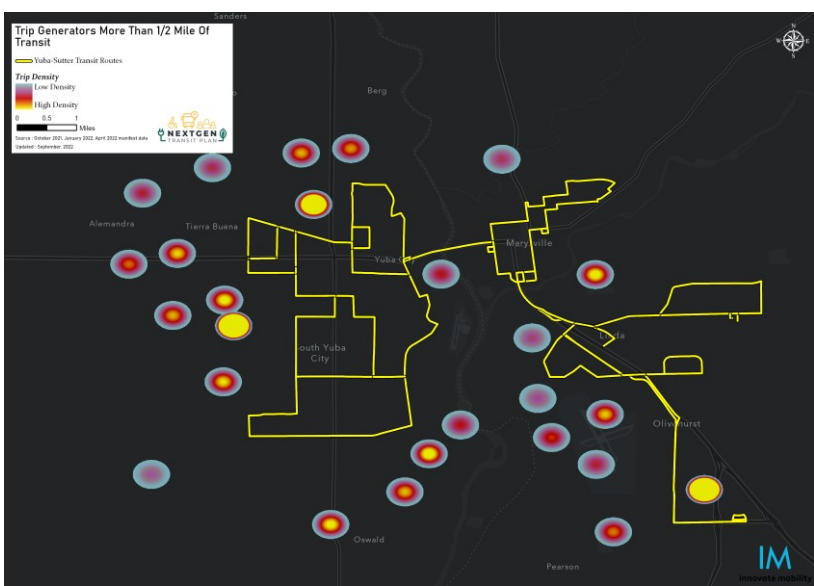
Transit Effectiveness

- Examines what portion of a region's trips can be covered by transit
- Compares transit trip length to similar trips made by car
- Estimates potential transit usage in ideal conditions





Unserved Trip Generators



Trip generators greater than 0.5 miles from transit

- New developments in northern, western, and southeast Yuba are underserved
- Wheeler Ranch and other portions of Olivehurst including the Yuba County Airport are underserved



Transit Experience

Defining Transit Experience

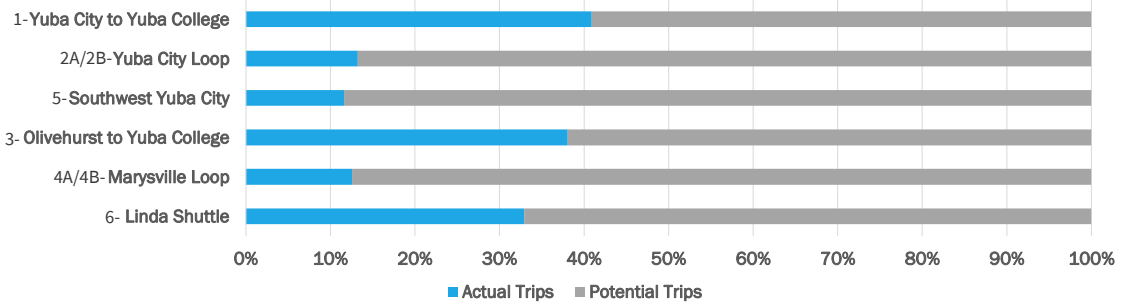
- **Low experience:** transit travel time is greater than 50+ minutes greater than car travel time
- **Med experience:** transit travel time is between 30-49 minutes greater than car travel time
- **High Experience:** transit travel time is between -2-19 minutes less than or greater than car travel time

	Number of Trips	Distance (mi)	Travel Time (mins)	Speed (MPH)	Transit Distance (mi)	Transit Travel Time (mins)	Transit Speed
Low Experience	95,577	4.7	10.4	27.1	7.6	63.4	7.2
Med Experience	122,514	2.5	6.3	23.8	2.8	37.1	4.6
High Experience	142,852	1.9	5.3	21.7	1.8	24.2	4.6
All	360,943	3.0	7.3	24.8	4.1	41.5	5.9



What is transit's potential?

- Transit potential is defined as the number of current trips that could be taken on existing transit
- Understanding potential allows for an analysis of cost vs benefits
- The greater the potential, the greater the possibility for performance improvements
- The greater the possibility for performance improvements the greater the benefits in relation to cost



Cost/Benefit Analysis

Route	Hours	Annual Ridership		Potential Ridership		Coverage	Cost/Benefit Lower is better	Performance Higher is better	Performance Benefit Index
		Current	Potential	Weekday	Weekend				
Yuba City Loop	6,881	66,483	435,572	1572.5	629.0	15%	1	8	5.7
Southwest Yuba City	3,478	27,492	209,714	757.1	302.8	13%	2	7	4.3
Marysville Loop	6,753	43,089	299,938	1082.8	433.1	14%	2	5	2.6
Yuba City to Yuba College	13,684	156,486	226,157	816.5	326.6	69%	2	4	1.8
Olivehurst to Yuba College	6,884	68,853	112,081	404.6	161.8	61%	3	4	1.5
Linda Shuttle	3,415	25,197	51,325	185.3	74.1	49%	4	4	1.0



Surveys

- 400 surveys completed
- 20% existing riders
- Survey to remain up for another two weeks

1 on 1 Stakeholder Interviews

15 1 on 1 interviews **completed**

Represented Organizations:

- Yuba College
- Yuba County
- Camptonville Community Partnership
- FREED
- Yuba County HHS
- Alta Regional Center
- City of Marysville
- City of Yuba City
- City of Live Oak
- City of Wheatland

Open Houses



AGENDA ITEM IV – A

**YUBA-SUTTER TRANSIT AUTHORITY
MEETING MINUTES
SEPTEMBER 15, 2022**

I. Call to Order & Roll Call (4:00 P.M.)

Present: Blaser, Buttacavoli, Hudson (Chair), Kirchner (Vice-Chair), and Shaw
Absent: Bains, Fuhrer, Micheli

II. Public Business from the Floor

None.

III. Consent Calendar

Director Kirchner made a motion to approve the consent calendar. Director Shaw seconded the motion and it carried unanimously.

IV. Reports

A. Next Generation Transit Facility project Funding and Schedule Update.

Martin stated that due to the Highway 70 (B Street) project, we originally expected to be displaced from our current facility property by 2025, but recent discussions with Caltrans revealed that they are looking for alternatives to keep us on the site by building a retaining wall on the property line. At this time, we are not sure if and when this will happen, but we would still be significantly impacted for months at a time due to major portions of the bus parking lot along with access around the building being restricted for temporary construction easements which might include help from Caltrans with some early work on our new Avondale property that could benefit the ultimate project. As a result, we are probably not going to be forced off our property in 2025, but Caltrans talking that construction of the retaining wall starting as early as 2023. Martin continued that even if not required to be off the property by 2025, the new facility project is still necessary for the future state-mandated zero-emission bus fleet, and we have already secured significant funding that will expire at some point, so we need to push the project forward to avoid any of that money being lost.

On the funding side, Martin noted that we have secured \$26 million in funding of the estimated \$47.5 million cost of the new facility. We have identified another \$8 million in reasonably available funding including the sale of our current facility. Assuming these funds materialize as planned, we are looking at a current project shortfall of \$12.5 million (27 percent). Significant possible funding sources to bridge this gap include the next round of the federal Buses & Bus Facilities Grant program (Spring 2023) and the state Transit & Intercity Rail Capital Program (Spring 2024) may bridge this gap.

Regarding project design and engineering, our planning consultant WSP did a conceptual design and cost estimate which we still have in place. This design was based on the 2019 level of service which is now being re-evaluated as part of the NextGen Transit Plan. As a result, we do not want to design the new facility until we know the intended fleet size, mix of vehicles, and the services that we are going to operate. That information will be better defined when the transit plan is adopted in the spring of 2023. With Yuba County approval, we believe that we can still move forward with the environmental assessment based on the WSP

design concept. If we can get the environmental process cleared, we will have an advantage when applying for additional funding so, with Board approval, we would like to start the environmental process at the beginning of the year.

Director Kirchner asked if the retaining wall will be in front or back of the facility and if will they be moving the railroad tracks. Martin responded that the retaining wall would be on the back property line as they will be moving the tracks closer to the facility to put new railroad overpasses of Highway 70 both north and south of our property.

Director Hudson asked if Caltrans will help with funding if we need to temporarily move to a new property. Martin stated that we will be talking with Caltrans about this issue as the temporary construction easements will affect about two-thirds of our bus parking spaces.

Director Blaser wants to know if we have done anything on the new property. Martin stated that we have only removed vegetation to improve site visibility and conducted routine fire suppression work. Director Blaser asked if we have put up fencing. Martin responded that we have not installed any fencing.

Martin continued by stating that the City of Marysville has talked to us about putting the existing facility site on their list of potentially available properties, but that he wanted Board input before doing so. He also noted that he has had an informal conversation with another entity that has expressed interest in the property.

Director Buttacavoli stated that in a meeting with Caltrans regarding the current property, it was discussed that B Street is going to be lowered by four to six feet at the entrance to our property so the City of Marysville emphasized that future bus ingress and egress must be protected.

Director Hudson recommended that staff proceed with the environmental study but hold off on the process of making the property available for sale as we do not yet know the ultimate impact of the highway project. It was the consensus direction of the Board to support this recommendation.

B. Draft Feather River Air Quality Management District (FRAQMD) Blue Sky Grant Application for FY 2022/2023.

Martin stated that the Feather River Air Quality Management District (FRAQMD) is now accepting proposals for the current round of Blue Sky Grants. Approximately \$100,000 is available this year which is down from \$125,000 last year and significantly less than the \$250,000 that had previously been allocated. Yuba-Sutter Transit has long submitted grant applications to use these funds for the very successful Discount Monthly Pass Program for youth, seniors, and persons with disabilities. Under this program, regular \$15 discount monthly passes are sold for just \$5 using FRAQMD funds to cover the \$10 in lost fare on each pass. Based on current ridership and discount pass sales allowing for continued growth in the future, staff is currently projecting the sale of 9,600 passes over the 12-month period of April 2023 through March 2024 for a proposed grant request of \$96,000.

Director Shaw made a motion to authorize submittal of a FRAQMD grant application for continuation of the Discount Monthly Bus Pass Program for area youth, seniors, and persons with disabilities as proposed. Director Kirchner seconded the motion and it carried unanimously.

C. Project & Program Updates.

- 1. NextGen Transit Plan (Online Community Survey Now Underway / Community Open House & Board Workshop Set for Thursday October 20th)**

Martin noted that the Next Gen Transit Plan is a top-to-bottom review of our current system in response to the long-term negative ridership trend that began in FY 2016 and continued through the pandemic fueled collapse of 2020 and 2021. While we have experienced some recovery with FY 2022 ridership is up nearly 30 percent over FY 2021, systemwide ridership is still just 50 percent of the pre-pandemic FY 2019 level and only 35 percent of the historic high of 1.3 million passenger boardings in FY 2015.

The purpose of the Next Gen Transit Plan is to reimagine our system over the next five to ten years to best meet the needs of our passengers and the communities we serve within realistic financial constraints. In addition to expected changes in the size, scope and mode of the operation, the plan will also consider the large-scale introduction of state-mandated zero-emission buses and the related development of our new operating facility in Linda.

Much of the work to date has been data collection and processing to assess the state of the current system and where and when people now travel within the Yuba-Sutter area and beyond. To help inform the service alternatives phase of the project, an online customer and community survey has been launched to receive input on what works and what, if improved and expanded, could better connect our community. The availability of the survey is being promoted widely through a variety of platforms, but we are looking for assistance from our member jurisdictions to promote the survey through their networks (website, social media, etc.). The survey will be open at least through October.

The extensive and continuous public outreach process for this project includes two public open houses that have been scheduled for Thursday, October 20th, which is a board meeting date. The first will be from 2:00 – 4:00 pm in these chambers (just prior to the board meeting) and the second will be in the same location that evening from 5:30 – 7:00 pm. During the board meeting at 4:00 pm that afternoon, the project consultant will provide a mid-project report which will include some of the key early findings.

Draft recommendations are expected in early 2023 with Board consideration of the final plan scheduled for April or May so early plan recommendations can be included in the FY 2024 budget.

2. Federal Transit Administration (FTA) Triennial Review Close-Out

Martin stated that while we have yet to receive the official close-out letter, staff expects to get it any day as the required responses to the 2022 Triennial Review have been submitted for FTA review and approval. There were just two deficiency findings this year over the four-year period covered by the review. Much thanks to our staff and our contractor Storer Transit Systems for their hard work both during and prior to the review to keep us in compliance with our federal funding requirements.

3. Regional Waste Management Authority (RWMA) Staff Transition

The RWMA Board of Directors will be interviewing an Executive Director candidate as part of their meeting this afternoon. Assuming a positive outcome, a new Executive Director could be on board in November.

4. FY 2022 Fiscal Audit (Virtual Field Work September 19 - 23)

Martin noted that field work for the annual fiscal audit will be conducted all next week.

5. Annual Sacramento Area Council of Government (SACOG) Unmet Transit Needs Hearings: In Person – Yuba County Government Center, 1:00pm, Monday, October 24th Virtual – 6:00pm, Tuesday, October 25th

Martin announced that as part of their responsibilities under the state Transportation Development Act, SACOG holds a series of public hearings each year to determine if there are unmet transit needs that are reasonable to meet. These hearings have been virtual since 2019, but an in-person hearing will be held this year for all of Yuba and Sutter Counties and the cities therein. This hearing will be held in the Yuba County Government Center at 1:00 pm on Monday, October 24th. To provide options, SACOG will be holding one virtual evening hearing for all of Yuba, Sutter, Sacramento, and Yolo Counties at 6:00 pm on Tuesday, October 25th. Publicity for these hearings will begin shortly.

V. Correspondence/Information

None

VI. Other Business

None

VII. Adjournment

The meeting was adjourned at 4:30 p.m.

THE NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY, OCTOBER 20, 2022 AT 4:00 PM IN THE YUBA COUNTY BOARD OF SUPERVISORS CHAMBERS UNLESS OTHERWISE NOTICED.

**AGENDA ITEM IV-B
YUBA-SUTTER TRANSIT
DISBURSEMENT LIST
MONTH OF SEPTEMBER 2022**

CHECK NO.	AMOUNT	VENDOR	PURPOSE
EFT	\$ 6,472.61	PERS HEALTH	HEALTH INSURANCE
EFT	\$ 3,482.50	PERS RETIREMENT	RETIREMENT PAYMENT (EMPLOYER SHARE)
EFT	\$ 600.00	CALPERS 457 PLAN	EMPLOYER CONTRIBUTION
EFT	\$ 38,749.98	PAYROLL	PAYROLL
EFT	\$ 1,573.75	PRINCIPAL MUTUAL LIFE INSURANCE	L/D/LTD INSURANCE
EFT	\$ 37.12	CALIFORNIA WATER SERVICE	FIRE SUPPRESSION - SEPTEMBER 2022
EFT	\$ 372.96	CALIFORNIA WATER SERVICE	WATER
EFT	\$ 100.00	BRAD HUDSON	BOARD MEETING 9/15/2022
EFT	\$ 100.00	DAVID SHAW	BOARD MEETING 9/15/2022
EFT	\$ 100.00	DON BLASER	BOARD MEETING 9/15/2022
EFT	\$ 100.00	WADE KIRCHNER	BOARD MEETING 9/15/2022
EFT	\$ 6,085.64	PG&E	ELECTRIC 8/12/22 - 9/12/22
EFT	\$ 42.81	PG&E	ELECTRIC PARKING LOT LIGHTS SEPT 2022
EFT	\$ 48.78	PG&E	GAS AUGUST 2022
EFT	\$ 19,098.99	INNOVATE MOBILITY	COA - PROFESSIONAL SERVICES - 7/16/22 - 8/14/22
EFT	\$ 36,127.07	INNOVATE MOBILITY	COA - PROFESSIONAL SERVICES - 8/15/22 - 9/14/22
EFT	\$ 1,321.13	CARDMEMBER SERVICES	CREDIT CARD -SUBSCRIPTIONS, ASSET TAGS, BOUQUET
EFT	\$ 228.38	UTILITY MANAGEMENT SERVICES	SEWER
EFT	\$ 211.02	PRIMEPAY	PAYROLL FEES - AUGUST 2022
EFT	\$ 237.23	ELAVON	MERCHANT SERVICE FEE - SEPTEMBER
18093	\$ (379.37)	COMCAST BUSINESS - CHECK VOIDED	CHECK NOT RECEIVED - REISSUED CHK #18130
18106	\$ 8,414.60	AECOM TECHNICAL SERVICES INC	BUSES & BUS FACILITIES GRANT 12/25/21 - 6/20/22
18106	\$ 50.55	AECOM TECHNICAL SERVICES INC	BUSES & BUS FACILITIES GRANT 7/1/22
18107	\$ 175.00	ALL SEASONS TREE & TURF CARE	LANDSCAPING & WEED CONTROL AUGUST 2022
18108	\$ 78,822.12	CALIFORNIA COMMUNICATIONS	SECURITY VIDEO SURVEILLANCE EQUIP PROJECT
18019	\$ 373.45	CONNECT CARD REGIONAL SERVICE CENTER	CONNECT CARD SALES - JULY 2022
18110	\$ 27.89	DAVIS PRINTING & COPYING	LAMINATING 13 POSTERS
18111	\$ 33,998.77	FLYERS ENERGY	BUS FUEL - DYED DIESEL
18112	\$ 35,306.51	HUNT & SONS INC	BUS FUEL - DYED DIESEL
18113	\$ 150.59	LISA O'LEARY	VISION REIMBURSEMENT
18114	\$ 1,100.00	RC JANITORIAL	JANITORIAL SERVICES - AUGUST 2022
18115	\$ 8,797.87	RAMOS OIL COMPANY	BUS FUEL - GAS
18116	\$ 100.00	RICH, FUIDGE, BORDSEN & GALYEAN, INC	LEGAL SERVICES 6/16/2022 - 8/15/2022
18117	\$ 29,941.47	RIVER VALLEY INSURANCE/STIRNAMAN INS	FACILITY INSURANCE RENEWAL 8/28/22 - 8/28/23
18118	\$ 908.65	SC FUELS	DEF FLUID
18119	\$ 224.08	SIGNWORX	DECALS - REFLECTIVE ROUTE NUMBERS & DOTS
18120	\$ 647.23	STAPLES	10 FARGO PRINTER RIBBIONS
18121	\$ 595.92	STORER TRANSIT SYSTEMS	COVID-19 EMPLOYMENT REIMBURSEMENT JULY 2022
18121	\$ 469,584.68	STORER TRANSIT SYSTEMS	CONTRACT SERVICES & VEHICLE INSURANCE 7/22
18122	\$ 450.00	STREAMLINE	WEBSITE SERVICES SEPTEMBER 2022
18123	\$ 1,650.84	T-MOBILE	WIFI SERVICES FOR BUSES AUGUST 2022
18124	\$ 272.79	TIAA COMMERCIAL FINANCE INC	COPIER LEASE - AUGUST 2022
18125	\$ 283.73	ADVANCED DOCUMENTS CONCEPTS	COPY MACHINCE CHARGES - AUGUST 2022
18126	\$ 1,890.00	ALLIANT NETWORKING SERVICES INC	IT SERVICES - OCTOBER 2022
18127	\$ 666.50	APPEAL DEMOCRAT	SPOTLIGHT ADS
18128	\$ 100.00	BRUCE BUTTACAVOLI	BOARD MEETING 9/15/2022
18129	\$ 500.00	CALIFORNIA TRANSIT ASSOCIATION	FALL CONFERENCE & EXPO REGISTRATION - KM
18130	\$ 744.94	COMCAST BUSINESS	TELEPHONE SERVICES - AUG & SEPT 2022
18131	\$ 334.65	COMCAST BUSINESS	INTERNET SERVICES - SEPTEMBER 2022
18132	\$ 1,028.20	CONNECT CARD REGIONAL SERVICE CENTER	CONNECT CARD SALES - AUGUST 2022
18133	\$ 16.09	DAVIS PRINTING & COPYING	LAMINATING 9 POSTERS
18134	\$ 189.74	HANCOCK PETROLEUM ENGINEERING	REPAIR OF #1 HOSE
18135	\$ 33,374.94	HUNT & SONS INC	BUS FUEL - DYED DIESEL
18136	\$ 199.00	MAC'S APPLIANCE PARTS & SERVICE INC	REPAIR ON REFRIGERATOR IN OPERATIONS
18137	\$ 1,059.77	QuEST	MAINTENANCE OF BUS STOPS/SHELTERS
18138	\$ 530.21	QUILL CORPORATION	OFFICE AND JANITORIAL SUPPLIES
18139	\$ 3,789.68	RAMOS OIL COMPANY	BUS FUEL - GAS
18140	\$ 600.00	RICH, FUIDGE, BORDSEN & GALYEAN, INC	LEGAL SERVICES 8/16/2022 - 9/15/2022
18141	\$ 1,023.00	ROYAL AIRE INC	AC TUNEUP AND SERVICE
18142	\$ 973.24	SC FUELS	DEF FLUID
18143	\$ 55.00	SHELBY'S PEST CONTROL	PEST CONTROL SERVICES - SEPTEMBER 2022
18144	\$ 159.98	SIMONE REED	VISION REIMBURSEMENT
18145	\$ 565.47	STANLEY SECURITY SOLUTIONS INC	SECURITY SERVICES - OCTOBER 2022
18146	\$ 1,442.08	STORER TRANSIT SYSTEMS	COVID-19 EMPLOYMENT REIMBURSEMENT AUGUST 2022
18146	\$ 30,329.51	STORER TRANSIT SYSTEMS	BUS REPAIR AND TOWING REIMBURSEMENT
18147	\$ 7,483.50	SUTTER BUTTES COMMUNICATIONS INC	SERVICE CHARGES & REPEATER FEE 10/22 - 12/22
18148	\$ 31.80	SUTTER COUNTY LIBRARY	CONNECT CARD SALES COMMISSION - AUG 2022
18149	\$ 5,727.89	TEHAMA TIRE SERVICE INC	TUBES/TIRES
	\$ 879,402.53		

**LAIF
TRANSFERS**

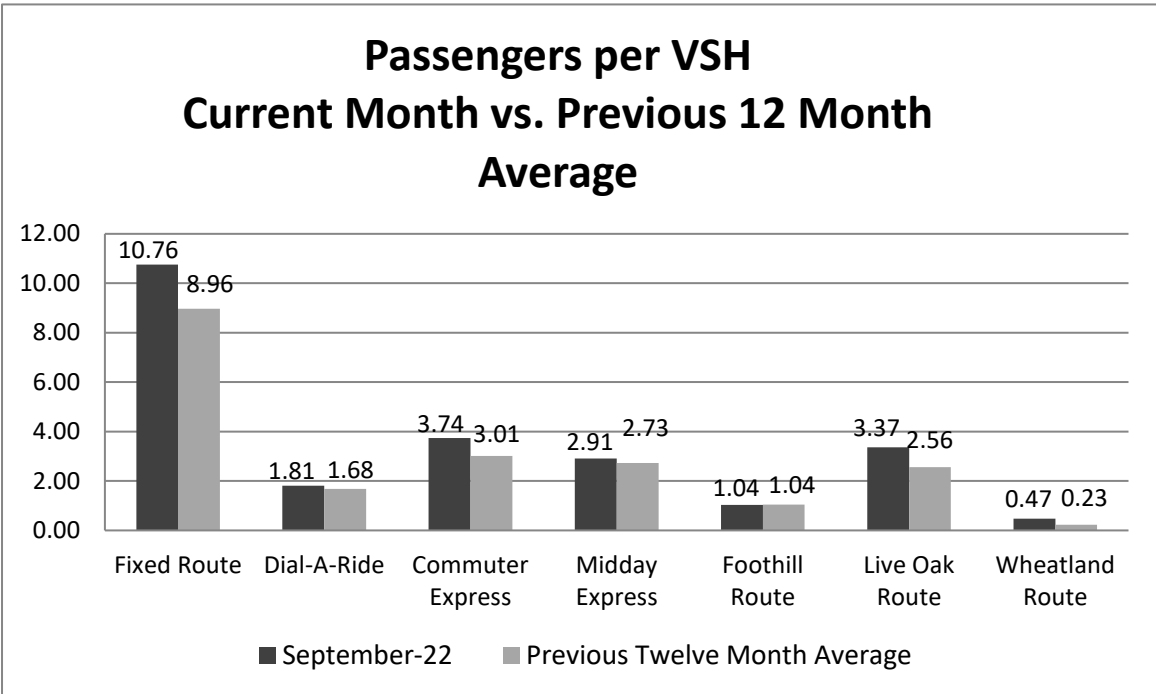
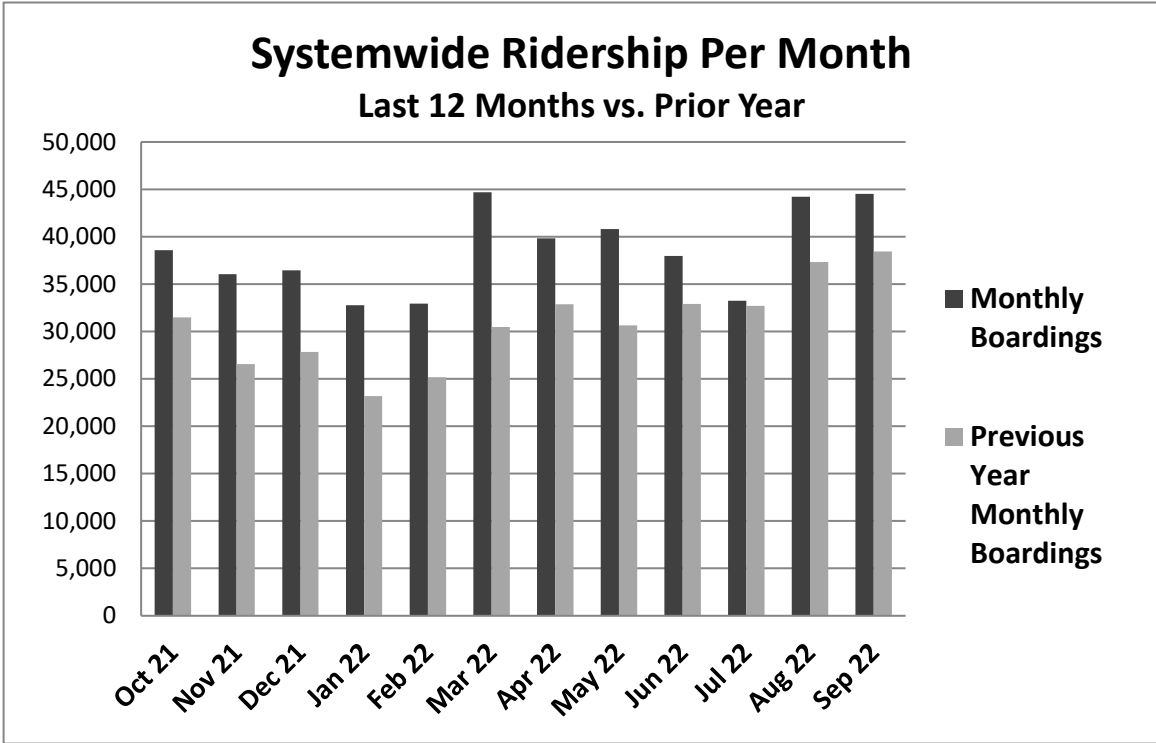
9/6/2022 \$ (200,000.00) FROM LAIF TO CHECKING

AGENDA ITEM IV- C

SEPTEMBER 2022 PERFORMANCE REPORT

		Previous Twelve		Previous
Ridership:	September-22	Month Average	Fiscal YTD	Fiscal YTD
Fixed Route	38,634	32,663	103,798	92,316
Dial-A-Ride	2,279	2,432	7,519	6,970
Commuter Express	2,775	2,184	8,186	5,306
Midday Express	484	429	1,342	1,212
Foothill Route	90	90	347	168
Live Oak Route	244	193	757	496
Wheatland Route	22	10	40	34
Oroville Route	0	0	0	1,971
Total Ridership:	44,528	38,000	121,989	108,473
Vehicle Service Hours:				
Fixed Route	3,592.14	3,643.85	11,027.11	11,046.26
Dial-A-Ride	1,255.76	1,449.53	3,944.68	4,272.27
Commuter Express	742.71	725.64	2,222.55	2,189.61
Midday Express	166.44	157.16	489.34	469.06
Foothill Route	86.73	85.94	256.99	261.49
Live Oak Route	72.48	75.56	230.99	215.60
Wheatland Route	46.48	44.94	139.10	128.49
Oroville Route	0.00	0.00	0.00	644.72
Total VSH's:	5,962.74	6,182.62	18,310.76	19,227.50
Passengers Per Hour:				
Fixed Route	10.76	8.96	9.41	8.36
Dial-A-Ride	1.81	1.68	1.91	1.63
Commuter Express	3.74	3.01	3.68	2.42
Midday Express	2.91	2.73	2.74	2.58
Foothill Route	1.04	1.04	1.35	0.64
Live Oak Route	3.37	2.56	3.28	2.30
Wheatland Route	0.47	0.23	0.29	0.26
Oroville Route	0.00	0.00	0.00	3.06
Total Passengers Per VSH:	7.47	6.15	6.66	5.64

SEPTEMBER 2022 PERFORMANCE REPORT



AGENDA ITEM V – A
STAFF REPORT

**SACRAMENTO AREA COUNCIL OF GOVERNMENTS (SACOG)
COMMUNITY DESIGN FUNDING PROGRAM GRANT APPLICATION**

Earlier this month, the Sacramento Area Council of Governments (SACOG) released draft guidelines for the 2022-23 Community Design Funding Program. The draft guidelines were presented at the October 6th SACOG Transportation Committee for comments, consideration, and recommendation for approval by the SACOG Board at their October 20th meeting. This program is a significant potential funding source for the environmental and design phase of the Next Generation Transit Facility. This regional funding program is opened every 2 – 3 years to provide grants to local government agencies and their partners to implement SACOG Blueprint Principals. The current call for projects is for \$13 million and applications are due on January 11, 2023.

Architectural design and engineering expenses are generally estimated at 7 – 12 percent of the total project cost. For the Next Generation Transit Facility, approximately \$5.2 million has been budgeted for environmental, plans, specifications, and architecture/engineering which is well within the expected range especially when including the environmental work based on the current project cost estimate of \$47.5 million. Based on funding commitments and lapse dates, approximately \$1.5 million of the funding that has already been secured must be used specifically for the environmental and design phases of the project. For this reason, staff is recommending an application for at least \$3.5 million in Community Design funds to clear the project environmentally, complete the facility design, and develop an updated cost estimate.

Securing these funds to complete the early phases of this project will reduce the unfunded balance and significantly advance the project to make it much more competitive for future rounds of regional, state, and federal grant programs. Assuming award of these funds by July 1, 2023, this work can commence by Fall of 2023 allowing the project to remain on schedule for completion by the end of 2027 assuming adequate funding has been secured.

Staff will be prepared to discuss this grant opportunity in more detail at the meeting.

RECOMMENDATION: Authorize the submission of a SACOG Community Design Funding Program grant application as proposed.

AGENDA ITEM V – B
STAFF REPORT

**STATE TRANSIT AND INTERCITY RAIL CAPITAL PROGRAM (TIRCP)
GRANT APPLICATION**

Due to the surplus of revenue in the California state budget, additional funding has been allocated to the 2022 Transit and Intercity Rail Capital Program (TIRCP) which has necessitated a supplemental call for projects in 2022 to allocate those funds. Draft guidelines for this purpose were released on September 30th for public comment and final guidelines are anticipated to be approved November 15th when the official call for projects will be announced. The key purpose of the TIRCP Program is to provide grants from the Greenhouse Gas (GHG) Reduction Fund to fund transformative capital improvements that will modernize California's intercity, commuter, and urban rail systems, and bus and ferry transit systems to significantly reduce greenhouse gas emissions by reducing vehicle miles traveled and congestion.

With the assistance of our grant consultant AECOM, Yuba-Sutter Transit unsuccessfully applied for the previous round of TIRCP funding (Cycle 5) that was due March 3, 2022. Staff since met with TIRCP administrators from the California State Transportation Agency (CalSTA) and Caltrans to receive feedback on the application. While that application was ranked high overall and scored well in many categories, it was not successful because of insufficient GHG reductions compared to other applications. Cycle 5 resulted in the award of \$796 million to 23 projects from a total of 50 applications.

AB 180 amended the Budget Act of 2021 to appropriate another \$3,630,000,000 to the TIRCP Program. Out of this amount, \$1,831,500,000 has been designed for high priority projects in Southern California and \$1,498,500,000 for projects outside of seven designated Southern California counties. For each of these two regions, a minimum of \$900 million (\$1.8 billion combined) has been set aside to fund existing TIRCP projects that are leveraging federal and local funds. As a result, \$148.5 to \$598.5 million will be available in Cycle 6 for new projects outside of the designated Southern California counties – potentially more than what was awarded outside of those counties in Cycle 5.

Based on the Cycle 5 feedback, the last Yuba-Sutter Transit application needs to be modified to increase GHG savings and enhance other portions of the application that were not rated as high to make the resulting application as competitive as possible. The Cycle 5 application requested \$14.5 million in funding which would have provided \$12.3 million for the construction of the next generation transit facility and \$2.2 million to pay the incremental costs to replace three commuter buses with battery electric commuter buses. For greater GHG reductions to strengthen the last grant application, staff will be working to identify additional opportunities based on potential service modifications that may be included in the early NextGen Transit Plan analysis that is expected to be available by January.

For this purpose, to leverage the work that was done for the Cycle 5 application, staff is again recommending that we work with AECOM in an iterative quantitative process to test various project approaches before deciding to complete and submit a grant application. As a result, staff is seeking authorization to proceed with the development of a Cycle 6 grant application as the exact amount for the combined components will continue to be adjusted until all project details are finalized for final approval consideration at the regular meeting on January 19, 2023. Cycle 6 grant applications will be due on February 10, 2023.

Staff will be prepared to discuss this grant program and the potential grant application in more detail at the meeting.

RECOMMENDATION: Direct staff as desired.

AGENDA ITEM V – C
STAFF REPORT

STAFF CLASSIFICATION AND COMPENSATION STUDY AUTHORIZATION

It is best practice to routinely evaluate and review an organization's classification and compensation programs. The purpose of a classification and compensation study is to ensure the organization can compete for existing and future employees, enhance employee job satisfaction and engagement, and develop a compensation structure that is fair and competitive. Classification and compensation studies review internal alignments and external competitiveness. Study deliverables may include new job descriptions, salary structures, updated comparison survey agencies, and market-based wages and benefits.

Yuba-Sutter Transit has never conducted an organizational classification and compensation study. All adjustments have been made individually over time when new classifications are created, or new staff are hired for the five-member, four classification staff. In anticipation of a major staff change in 2023, staff is now recommending the preparation of the first-ever comprehensive Yuba-Sutter Transit classification and compensation study. For this purpose, staff has requested a work plan, schedule, and cost estimate for this effort from Bryce Consulting for presentation at the meeting. This firm has conducted similar studies for many local agencies including some of the member jurisdictions. They are familiar with Yuba-Sutter Transit having conducted the Program Manager classification and compensation study in 2013. In addition, they helped to establish the job classifications, job descriptions and salary ranges in 2021 for the two-member Regional Waste Management Authority staff. Due to the small size of the agency, the cost is expected to be less than the \$10,000 limit for micro-purchases.

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

RECOMMENDATION: Authorize a staff classification and compensation study as proposed.