

AGENDA ITEM III – A

YUBA-SUTTER TRANSIT AUTHORITY MEETING MINUTES NOVEMBER 16, 2017

I. Call to Order & Roll Call

Director Whitmore as the Vice-Chair called the meeting to order at 4:00 p.m.

Present: Cardoza, Leahy, McKenzie (for Pedigo), Sullenger, Whiteaker, and Whitmore (Vice-Chair)

Absent: Didbal (Chair), Fletcher and Pedigo

II. Public Business from the Floor

None

III. Consent Calendar

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

IV. Reports

A. Commuter Bus Purchase Contract Award.

Martin stated that the Board authorized a joint purchase agreement with the City of Fairfield and the El Dorado County Transit Authority in June 2016 for replacement commuter buses and proposals were received in June 2017 from two manufacturers – Motor Coach Industries (MCI) and Prevost Car (Prevost). Based on the review of the two proposals, staff is now recommending the award of a purchase contract to MCI for seven commuter buses at a base price of \$492,640 each plus selected options and applicable sales tax. The budget for this fully funded project is based on a maximum cost of \$625,000 for each bus for a total project cost not to exceed \$4,375,000. Martin continued to state that this same recommendation has already been approved by the other two partners on this procurement and that this purchase would complete the long-planned replacement of Yuba-Sutter Transit's commuter buses with an all MCI fleet.

Director Sullenger inquired as to the trade-in value of the buses being replaced. Martin responded that they are typically around \$1,000 and that staff will be coming back to the Board when the new buses have been delivered with a recommendation to declare the old buses to be surplus at which time we will notify interested parties of their availability.

Director Leahy made a motion to authorize the execution of a purchase agreement with MCI and the order of seven replacement commuter buses as proposed. Director Whiteaker seconded the motion and it carried unanimously.

B. State of Good Repair (SGR) Program.

Martin stated that as discussed at the October meeting, the State of Good Repair (SGR) Program is a new funding source under the recently approved Road Repair and Accountability Act of 2017 (SB 1). It will provide \$105 million annually to transit operators statewide for eligible transit maintenance, rehabilitation and capital projects. The initial list of projects is due to SACOG by December 21, 2017 to meet the Caltrans submittal deadline of January 31, 2018. Based upon the State Controllers funding estimate, Yuba-Sutter Transit will be eligible for \$246,215 for the FY 2018 cycle. Martin added that staff is now recommending the approval of the attached list of projects and the adoption of Resolution No. 11-17 authorizing execution of all SGR related certifications and assurances including designating the Transit Manager as the Authorized Agent.

Director Whiteaker made a motion to approve recommended action. Director Leahy seconded the motion and it carried unanimously.

C. First Quarter Performance Report For FY 2017-18.

Martin summarized the report by stating that the quarter extended a negative two year trend of ridership and revenue reductions though the good news is that the year-over-year reductions are smaller than in the past. Martin noted that such reductions are common statewide. After an inquiry as to what may be causing these reductions, Martin responded that the exact cause is uncertain and probably varies by service. While the Sacramento service has been impacted by low fuel prices, lack of local population growth and move of state agencies out of the downtown, local fixed route ridership has been impacted by recent service and policy changes, growth in the local economy service quality problems.

D. Project & Program Updates.

1. Sikh Parade Shuttle Report

Martin provided a brief slide show of pictures of lines of passengers boarding shuttle buses during the 2017 Sikh Parade. Martin noted that wait times were reported at 30 – 45 minutes during the peak which is much longer than was experienced last year due to less buses being used due to staffing and maintenance issues as well as problems controlling traffic and access along the shuttle route. Martin stated that we operated 230 hours of service for the shuttle with up to 22 buses to provide an estimated 25,000 passenger boardings. The shuttle was scheduled to operate from 8:00 a.m. to 6:00 p.m., but the first bus left River Valley High School at 7:40 a.m. and the last bus left the Temple stop at 6:30 p.m.

Director Cardoza noted that maybe we need to increase the number of buses operated. In response, Martin stated that we might be able to squeeze a few more buses into service, but that we are limited by the number of buses and operating personnel available as we essentially reached operated at our practical capacity limit over the last few years.

Director Whiteaker stated that the Sikh community is very appreciative of this service. He continued to state that the Temple board will need to find help elsewhere if they want to significantly increase the number of buses since Yuba-Sutter Transit is maxed out.

2. FRAQMD Finance Committee Project Recommendations

Martin stated that the FRAQMD Finance Committee is recommending that the existing Discount Pass Program be extended through March 2019 and that the current program grant be extended through February 2018. He added that the committee is also recommending a continuation of the \$10,000 grant to supplement the Live Oak service, but that staff pulled the \$12,000 bus stop enhancement grant from consideration because the total value of the grant applications exceeded the amount of funding available for allocation. Noting that the FRAQMD Board would be receiving these recommendations at their December 4, 2017 meeting, Martin asked for the support of those Board members who also sit on that Board.

3. Upcoming Holiday Office Schedule

Martin stated that the Administrative Office would be closed on Thanksgiving Day and the day after Thanksgiving. He also noted that there would be no service on Thanksgiving Day, but that all service would operate as scheduled on the day after except for the Sacramento service.

V. Correspondence/Information

None

VI. Other Business

None

VIII. Adjournment

The meeting was adjourned at 4:32 p.m.

**THE NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY, DECEMBER 21, 2017
AT 4:00 P.M. IN THE YUBA COUNTY BOARD OF SUPERVISORS CHAMBERS**