

## AGENDA ITEM IV – A

### YUBA-SUTTER TRANSIT AUTHORITY MEETING MINUTES AUGUST 16, 2018

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

Present: Cardoza (Chair), Cleveland, Fletcher, Leahy (Vice-Chair), Pedigo, Whiteaker and Whitmore

Absent: Sullenger

#### **II. Public Business from the Floor**

None

#### **IV. Consent Calendar**

Martin noted that corrections to the July Disbursement List and the July Performance Report were necessary and copies of the revised versions were handed out prior to the meeting.

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

#### **V. Reports**

##### **A. Computer Aided Dispatch and Automatic Vehicle Location (CAD/AVL) System Request for Proposals (RFP).**

Martin noted that staff is now seeking Board review and consideration of the draft Request for Proposals (RFP) for a Computer Aided Dispatch and Automatic Vehicle Location (CAD/AVL) System to improve the efficiency and effectiveness of the Yuba-Sutter Transit operation. Martin continued by detailing how the new system would provide a host of benefits to both the transit operation as well as to the riding public.

Martin stated that funding for this project has been set aside in the budget from the final allocations from the Proposition 1B California Transit Security Grant Program. Approximately \$235,000 is expected to be available from this source and any authorized cost beyond this figure would have to be funded from other sources.

Martin continued to note that there has been a high level of vendor interest in this project and that staff anticipates a very competitive selection process that will potentially require multiple levels of review, interviews and negotiations with the selected vendor. An award recommendation for Board consideration is scheduled for presentation at the October meeting.

Director Pedigo made a motion to authorize the release of RFP #05-2018 for the design, provisions and implementation of a CAD/AVL system as proposed. Director Fletcher seconded the motion and it carried unanimously.

**B. FY 2018 Annual Performance Report.**

Martin stated that the recent downward ridership trend continued for a third year through FY 2018. While noting that other transit systems are reporting similar or worse ridership declines, some of the local contributing factors include the 2015 restructuring of Routes 1 and 4; elimination of the “transfer-for-a-transfer” policy; and, the introduction of the Connect Card electronic fare card system in 2017. Martin stated that there is some good news as ridership is up on the Sacramento services since the first of 2018. In addition, with the new commuter buses and Wi-Fi service, staff is planning a major marketing campaign this fall to reintroduce these services using a recently awarded \$10,000 mini-grant from SACOG.

Director Cardoza asked if Yuba-Sutter Transit needs to secure another piece of property to expand the Bogue Park & Ride Lot since it has reached capacity. Martin stated this lot is owned and operated by Caltrans, but that there is a vacant state-owned parcel north of the lot that was acquired during the last expansion that could be used for that purpose. While there are no immediate plans to expand the lot, staff has started that conversation with Caltrans though the funding responsibility will probably again fall to Yuba-Sutter Transit.

**C. Project & Program Updates.**

1. Connect Card Implementation

Martin noted that this item had been discussed earlier on the agenda.

2. Commuter Bus Wi-Fi Service Implementation

Martin noted that all 13 Sacramento Commuter buses will soon be equipped for Wi-Fi service and that staff has received positive feedback from the commuters.

3. California Air Resources Board (CARB) Innovative Clean Transit Initiative

Martin stated that the California Air Resources Board staff will be coming to Yuba-Sutter Transit, on August 29<sup>th</sup> [since moved to August 30<sup>th</sup>] to continue discussions on the issues that small operators will face when attempting to incorporate zero emission buses into their systems.

4. Route 1 Corridor Enhancement Plan

Martin stated that the draft final report should be available for presentation to the Board at the September meeting.

5. Triennial Review

Martin stated that the final report will be brought to Board at the September meeting.

6. Feather River Air Quality Management District (FRAQMD)

Martin stated that FRAQMD has released the RFP for the next round of Blue Sky grants and that staff will be bringing draft grant applications for Board consideration at the next meeting.

## 7. Surplus Buses

Martin reported that all seven surplus buses have been sold and removed from the property.

## **V. Correspondence/Information**

Director Cardoza asked Martin to provide the Board with a report on the recent discussions that occurred with other transit agencies regarding possible evacuation support for the Mendocino Complex fire. Martin stated the Yuba-Sutter Transit participated over the last weekend in a broad regional planning effort in anticipation of the possible evacuation of the City of Clear Lake. Ultimately, the fire threat subsided and the alert condition was cancelled on Sunday.

## **VI. Other Business**

None

## **VII. Adjournment**

The meeting was adjourned at 4:28 p.m.

**THE NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY, SEPTEMBER 20, 2018  
AT 4:00 P.M. IN THE YUBA COUNTY BOARD OF SUPERVISORS CHAMBERS**