

AGENDA ITEM IV – A

**YUBA-SUTTER TRANSIT AUTHORITY
MEETING MINUTES
DECEMBER 21, 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, Cleveland, Fletcher, Leahy, Sullenger, Whiteaker, and Whitmore (Vice-Chair)

Absent: 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. Revised Transportation Development Act (TDA) Claim for FY 2018.

Martin stated that the State Transportation Development Act (TDA) includes both the Local Transportation Fund (LTF) and State Transportation Assistance (STA) revenue. At the June 15th meeting, the Board authorized the submittal of a claim for the LTF portion of these funds for FY 2017-18. The STA claim was deferred at that time in anticipation of a new State apportionment of STA funding following the passage of Senate Bill (SB) 1. That apportionment was recently released and staff is now requesting authorization to submit a revised TDA claim to include \$1,099,420 in STA funds for FY 2018.

Director Cleveland made a motion to adopt Resolution No. 12-17 authorizing the submittal of a revised TDA claim for FY 2018 as proposed. Director Fletcher seconded the motion and it carried unanimously.

B. Feather River Air Quality Management District (FRAQMD) AB 2766 Grant Amendment.

Martin stated that the FRAQMD Board of Directors has authorized an extension of the 2017 Discount Monthly Pass Program through February 2018. This is part of a two year process to shift the start of the annual Discount Monthly Pass Program to April each year to better match the lead time required to implement fare changes in the electronic Connect Card system. Staff is now requesting authorization to execute the attached grant amendment as submitted.

Director Whiteaker made a motion to authorize execution of Amendment #1 to Grant Agreement #VF16-03 as submitted. Director Cardoza seconded the motion and it carried unanimously.

C. **Bus Stop Enhancement Project.**

Martin summarized that staff has been working with Yuba County Department of Public Works and the Olivehurst Public Utility District (OPUD) for some time to improve a number of bus stops using several special grants that have been received. Staff is now requesting authorization to release a Request For Quotes (RFQ) for concrete work to prepare for future bus stop furnishings at three locations where concrete work will be necessary.

Director Whiteaker made a motion to authorize the solicitation and selection of a qualified contractor for the completion of specified concrete work as proposed. Director Fletcher seconded the motion and it carried unanimously.

D. **Request for Proposals (RFP) for On-Going Computer Support Services.**

Martin stated that Yuba-Sutter Transit has long been receiving IT support services through an informal hourly agreement with local IT professional Brian Hansen in cooperation with the City of Yuba City where he is employed in a similar role. This relationship has worked well for all parties over the years, but increased responsibilities for Brian at the city combined with increased IT needs at Yuba-Sutter Transit have resulted in a mutual agreement that a new approach is needed in the future. As a result, staff is now requesting authorization to release the attached draft RFP for on-going computer support services as proposed. Director Cardoza asked if staff had reached out to Computer Works and Martin responded that we would be sending the RFP to them as well as any other companies or individuals who indicated any expertise in this area.

Director Fletcher made a motion to authorize the release of RFP #02-18 for computer support services as proposed. Director Whiteaker seconded the motion and it carried unanimously.

E. **San Joaquin Joint Powers Authority (SJJPA) and San Joaquin Regional Rail Commission (SJRRC) Grant Application Letter of Support.**

Martin stated that these agencies have asked Yuba-Sutter Transit for a letter of support for a grant application under the Transit and Intercity Rail Capital Program (TIRCP). The proposed project would result in the extension of both the Amtrak San Joaquin and the Altamont Corridor Express passenger rail services to Sacramento improving rail connections between the Sacramento region and both the San Joaquin Valley and the Bay Area. Noting that this project would better position Marysville for the restoration of passenger rail service in the future, staff is now requesting authorization to provide a letter similar to the attached sample draft letter.

Director Whiteaker made a motion to authorize execution of a letter of support as proposed. Director Fletcher seconded the motion and it carried unanimously.

F. **Project & Program Updates.**

1. Route 1 Corridor Enhancement Plan Workshop #2 (Tentatively Set for January 18, 2018)

Martin stated that this workshop is now being set for Thursday, February 15th from 3:00 – 4:00 p.m. with a special presentation during the Board meeting to follow at 4:00 p.m.

2. Connect Card Implementation

Martin noted that about 40 percent of all November monthly passes were loaded on a Connect Card. This figure jumped to about 60 percent for Sacramento passes, but was only 15 percent for youth passes. Martin added that 23 percent of all boardings are with a Connect Card which is up from 18 percent in October. Martin continued that we are no longer selling paper passes in the sales outlets though they can still be purchased at the Yuba-Sutter Transit office.

3. Christmas & New Year’s Holiday Office Schedule

Martin stated that there would be no service and the office will be closed on both Christmas Day and New Year’s Day.

4. Proposed Zero Emission Bus Purchase Requirements

Martin announced that the California Air Resources Board (CARB) had on December 15th released an Innovative Clean Transit Regulation Discussion Document as part of a long planned initiative to fully convert heavy-duty transit fleets to zero emissions buses by 2040. As proposed, this requirement would be gradually phased in over time with each purchase of heavy-duty buses beginning with fleets of over 100 buses in 2020 when 25 percent of all purchases would have to be zero emission buses. The requirement for Yuba-Sutter Transit, with a fleet of between 30 and 100 buses, would begin in 2023 when at least 50 percent of all purchases would have to be zero-emission buses. Regardless of fleet size, this zero emission bus purchase mandate would move to 75 percent in 2026 and 100 percent in 2029 regardless of fleet size. This issue is now expected to move quickly as ARB staff has indicated that they will be seeking adoption of this new rule in June 2018.

Though they have dropped in price over the years and are likely to keep doing so, a battery electric bus now costs about \$150,000 to \$200,000 more than a regular diesel bus, Martin stated that the most significant factor for Yuba-Sutter Transit is likely to be the impact of equipping the existing facility to charge zero emissions buses. Given the practical space and power limitations at the current site, it may not be possible to provide the necessary charging capacity regardless of cost which would make it necessary to move to a new site within the next five to ten years if this mandate is adopted. Staff will be monitoring this issue closely and will provide regular updates in the future.

V. **Correspondence/Information**

None

VI. Other Business

None.

VIII. Adjournment

The meeting was adjourned at 4:25 p.m.

**THE NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY, JANUARY 18, 2017
AT 4:00 P.M. IN THE YUBA COUNTY BOARD OF SUPERVISORS CHAMBERS**