



## MEETING NOTICE & AGENDA

**DATE:** Thursday, July 21, 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/87952298132?pwd=ZxoeXm7u16DXOkHI1-BPaMIOKSnyQA.1>**

To join by telephone conference call: 1-669-900-6833

Meeting ID: 879 5229 8132

Password: 947513

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. 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.

### **III. Public Hearings**

#### **A. Federal Transit Administration (FTA) Sections 5307, 5311 and 5339 Grant Applications for FY 2022.** (Attachment)

1. Staff Presentation
2. Open /Close Public Hearing
3. Board Discussion and Action

RECOMMENDATION: Authorize federal funding applications as submitted.

### **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 May 19, 2022. (Attachment)
- B. Disbursement List for May 2022. (Attachment)
- C. Disbursement List for June 2022. (Attachment)
- D. Monthly Performance Report for May 2022. (Attachment)
- E. Monthly Performance Report for June 2022. (Attachment)

**V. Reports**

**A. Transportation Development Act (TDA) Claim for FY 2022/2023. (Attachment)**

RECOMMENDATION: Adopt Resolution No. 9-22 authorizing the submittal of Yuba-Sutter Transit's FY 2022/2023 TDA Claim as proposed or amended.

**B. Project Updates/Additions for the 2023 Sacramento Metropolitan Transportation Improvement Plan (MTIP) and the Long-Range Blueprint Plan. Consideration of proposed revisions to Yuba-Sutter Transit's MTIP Program of Projects and long-range Capital Improvement Plan. (Attachment)**

RECOMMENDATION: Approve Yuba-Sutter Transit's FY 2023 – FY 2027 MTIP Program of Projects and 2050 Capital Improvement Plan as proposed or amended.

**C. Administrative Staff Salary Schedule Adjustments. (Attachment)**

RECOMMENDATION: Approve staff salary adjustments and adopt the resulting salary schedule effective July 1, 2022 as proposed or amended.

**D. Federal Zero-Emission Bus (ZEB) Transition Plan. (Attachment)**

RECOMMENDATION: Information only.

**E. Project & Program Updates.**

1. COVID-19 Impact, Response & Recovery
2. Yuba-Sutter NextGen Transit Plan ([www.yubasutternextgen.com](http://www.yubasutternextgen.com))
3. Regional Waste Management Authority (RWMA) Staff Transition
4. Next Generation Transit Facility Project (Grant Submissions & Announcements)

RECOMMENDATION: Information only.

**VI. Correspondence / Information**

**VII. Other Business**

**VII. Adjournment**

**THE NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY, AUGUST 18, 2022  
AT 4:00 P.M. IN THE YUBA COUNTY BOARD OF SUPERVISORS CHAMBERS**

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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 (TTY) 634-6889 at least 72 hours in advance so such aids or services can be arranged.

AGENDA ITEM III – A  
STAFF REPORT

**FEDERAL TRANSIT ADMINISTRATION (FTA) SECTIONS 5307, 5311, AND 5339 GRANT  
APPLICATIONS FOR FY 2023**

Federal funding requirements stipulate that a public hearing must be held prior to the submittal of grant applications. The purpose of the hearing is to provide an opportunity for public comment regarding the program or programs to be funded by the subject grants. This public hearing is for federal grant applications to be submitted for FY 2023.

Attached is a copy of the public hearing notice which summarizes these applications for an estimated combined total of \$4,465,086 in federal funding for both operating (\$2,427,517) and capital (\$2,037,569) purposes. The projects for which federal funding will be requested are included in the adopted Yuba-Sutter Transit operating and capital budget for FY 2023.

The operating assistance portion of this program includes \$2,227,517 in Federal Transit Administration (FTA) Section 5307 (small urban) funding and \$200,000 in Section 5311 (rural) funding. The capital portion of this program includes \$1,479,170 in Section 5311 (rural) funding and \$558,399 in Section 5339 (small urban capital) funding for the replacement of six 2014 model demand response/rural route buses with six similar buses and the design phase of the Next Generation Zero-Emission Bus Operations, Maintenance & Administration Facility.

In addition to the amounts budgeted for FY 2023, the authority will be applying for one or more competitive capital grants during the fiscal year for funding to be used towards the Next Generation Zero-Emission Bus Operations, Maintenance & Administration Facility. Specific FTA sections, amounts, and timing are unknown, but the subject project ID is #YST10533 in the adopted Metropolitan Transportation Improvement Program (MTIP) Program of Projects (POP).

Staff will be prepared at the meeting to review the entire federal program as desired.

**RECOMMENDATION:** Authorize federal funding applications as submitted.

7-21-22

**NOTICE OF PUBLIC HEARING  
YUBA-SUTTER TRANSIT FEDERAL ASSISTANCE PROGRAM**

A public hearing will be held by the Yuba-Sutter Transit Authority in the Yuba County Board of Supervisors' Chambers at 915 Eighth Street, Marysville, California at 4:00 p.m. on Thursday, July 21, 2022 for the purpose of receiving comments on Yuba-Sutter Transit's proposed FY 2022-2023 operating and capital assistance projects to be funded in part through Federal Transit Administration (FTA) Sections 5307, 5311 and 5339 grant programs. This shall serve as the final program notice unless amended. The projects are generally described as follows:

1. The projects include funding for urbanized and non-urbanized area operating and capital expenses of Yuba-Sutter Transit including transportation operations, maintenance, administration, vehicle replacement, facility design, and other related expenses for the period July 1, 2022 through June 30, 2023. Yuba-Sutter Transit is the applicant and mass transportation operator to be assisted.
2. The projects will be administered at Yuba-Sutter Transit's headquarters at 2100 B Street, Marysville, California but the projects will have area-wide implications.
3. The combined urbanized and non-urbanized federal operating and capital assistance for the period is estimated at \$4,465,086. The capital program includes \$1,479,170 in Section 5311 funds and \$558,399 in Section 5339 funds. The operating program includes \$2,227,517 in Section 5307 funds and \$200,000 in Section 5311 funds. Local funds required to complete the proposed FY 2022-2023 projects are estimated at \$7,899,914 for a total cost of \$12,365,000. Local funding will be primarily derived from state and local Transportation Development Act funds, state bond funds and passenger fares.

No persons, families or businesses will be displaced by the projects. No significant environmental impact is anticipated by initiation of the proposed projects. The projects are in conformance with the comprehensive land use and transportation planning for the area and will be consistent with the adopted Transportation Improvement Program. The special needs of the elderly and persons with disabilities have been considered.

Interested persons or agencies will be given an opportunity to comment at the hearing on the social, environmental and economic aspects of the proposed projects. Interested persons may submit, orally or in writing, evidence and recommendations with respect to said projects.

A copy of the grant applications and the Transportation Improvement Program for the area will be available for public inspection by appointment at 2100 B Street, Marysville, California during normal business hours. Call (530) 634-6880 for more information or to make an appointment.

**AGENDA ITEM IV – A**

**YUBA-SUTTER TRANSIT AUTHORITY  
MEETING MINUTES  
May 19, 2022**

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

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

**II. Public Business from the Floor**

None.

**III. Consent Calendar**

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

**IV. Reports**

**A. Yuba-Sutter Transit Operating and Capital Budget for FY 2022/2023.**

Martin stated that the preliminary draft budget was provided in March and the revised budget was presented in April. Year-end expenditures for FY 2022 are now projected at \$8,004,000 which is up slightly from the preliminary draft version due primarily to higher fuel costs. The final draft budget for FY 2023 is now at \$8,855,000 which is about \$85,000 more than the preliminary draft budget, but the final Capital Budget is unchanged from March. Martin reported that the budget is higher due again to rising fuel costs even though the budgeted amount of vehicle service hours has been dropped 85,000 to 80,300

On the revenue side, Martin reported we have used a lot of federal relief funds in recent years to offset the use of local LTF and STA, but the last of the federal relief funds will be spent in FY 2023 from the American Rescue Plan. As a result, the required LTF allocation from the four member jurisdictions will be \$3.9 million for FY 2023 which is still just 40 percent of the combined amount available to the four jurisdictions. This figure is down from 47 percent from FY 2022 and would be the lowest since 2014. The proposed budget also makes assumptions regarding the transition of the RWMA to direct staffing during the fiscal year. He noted that the budget also assumes continuation of the FRAQMD funded discount pass program beyond the current March 31, 2023 expiration date as we expect to apply for another grant this fall. Looking to the future, the facility project is the number one issue followed by the transition to zero-emission buses.

Director Blazer asked a question regarding about how to get from West Sacramento to Marysville? Martin responded that depending on the day of the week and time of travel they would need to walk across the Tower Bridge or catch Yolobus to catch Yuba-Sutter Transit in Downtown Sacramento.

Director Bains made a motion to adopt Resolution No. 7-22 approving the FY 2022/2023 budget as proposed or amended. Director Buttacavoli seconded the motion and it carried unanimously.

**B. Local Transportation Fund (LTF) Apportionment for FY 2022/2023.**

Martin stated that pursuant to the Yuba-Sutter Transit JPA, the annual Local Transportation Fund (LTF) apportionment among the four member jurisdictions is conducted through a four-part formula and a two-part process. The formula is based on each member's relative share of four equally weighted criteria: 1.) service area population; 2.) the amount of LTF available; 3.) fixed route miles; and 4.) demand response boardings. If the resulting value for one or more jurisdictions exceeds the amount of LTF available to a jurisdiction, the resulting shortfall is apportioned to the remaining jurisdictions using the same formula. Martin noted that this second step is not necessary for FY 2023 as the apportionment did not result in a shortfall for any jurisdictions.

In response to a question from Director Shaw regarding the source of these funds, Martin stated that LTF is derived from a one-quarter percent sales tax that comes back to the count of origin and is allocated to the jurisdictions by relative population. In counties under 200,000 in population, the money is to be used first for public transit with anything that may remain being available for local street and road maintenance.

Director Bains made a motion to adopt Resolution No. 8-22 establishing the LTF contributions for each member jurisdiction for FY 2022/2023 as proposed. Director Shaw seconded the motion and it carried unanimously.

**C. Set a Public Hearing on Yuba-Sutter Transit's FY 2022/2023 Federal Funding Application.**

Martin stated that the purpose of this item is to set the date and time for a routine annual hearing to meet federal funding requirements.

Director Buttacovoli made a motion to set the public hearing on Yuba-Sutter Transit's FY 2023 federal funding applications for 4:00 p.m. on Thursday, July 21, 2022 as proposed. Director Blazer seconded the motion and it carried unanimously.

**D. Federal Transit Administration (FTA) Triennial Review Report for Fiscal Years Ending 2018, 2019, 2020 and 2021.**

Martin state that the Federal Transit Administration (FTA) conducts a comprehensive compliance review of Yuba-Sutter Transit every three years office. Because of pandemic related delays, this review covered four fiscal years from FY 2018 through FY 2021, but it will return to a three-year period in the next review cycle. FTA's review of 23 general areas with multiple sub-areas resulted in just two findings or deficiencies for Yuba-Sutter Transit in two areas. As noted in the draft report, one finding has already been closed and another related to the temporary May 2020 service reductions requires Board action. While those emergency pandemic related service reductions were permitted without public notice, any reductions lasting longer than one year required an opportunity for public comment and the May 2020 service reductions remain in place. As a result, a public hearing regarding the reduced service is now required to clear this finding.

Director Buttacovoli made a motion to set a public hearing to receive comments on the May 2020 service reductions for 4:00 p.m. on Thursday, July 21, 2022 as proposed. Director Shaw seconded the motion and it carried unanimously.

**E. Annual Public Transportation Agency Safety Plan (PTASP) Review.**

Martin noted that the Yuba-Sutter Transit Agency Safety Plan is a requirement under the federal Public Transportation Safety Plan rule and that it is required that the Safety Plan be reviewed annually. After a review of the Safety Plan, staff is not recommending any changes or updates to the plan.

Director Buttacavoli made a motion to accept the 2022 Agency Safety Plan review report as proposed. Director Bains seconded the motion and it carried unanimously.

#### **F. Third Quarter Performance Report.**

Martin noted that the performance report covers the first three quarters of the fiscal year. This is the first fiscal year for which progress can clearly be measured during the pandemic years and staff has attached a graph showing ridership by month over the last four years for comparison. The average month-to-month change to-date between FY 2021 and FY 2022 is about 30 percent. While we expect ridership to continue to grow in the future, it is expected to remain well below pre-pandemic levels in FY 2023.

#### **G. Project & Program Updates.**

##### **1. COVID-19 Impact, Response & Recovery**

Martin stated that current ridership patterns were discussed in the previous item.

##### **2. Comprehensive Operational Analysis / Short-Range Transit Plan Kick-Off**

Martin stated that a kick-off meeting with our contractor was held on May 9<sup>th</sup>. One of their first tasks was to find a better name for the project and we have decided on "NextGen Transit Plan". The on-site kick-off will be the week of May 31<sup>st</sup> where they will ride buses, talk to drivers, talk to operations staff, and observe how the system operates. Public outreach will begin in August and September.

##### **3. Regional Waste Management Authority (RWMA) Staff Transition**

Martin stated the RWMA transition is moving forward again. We have two finalists for the Management Analyst position and are hoping to make an appointment by the end of May. We have three finalists for the Executive Director position, and all are set to interview with the RWMA TAC on May 26<sup>th</sup> and we are hoping that an appointment can be made in July.

##### **4. June 16, 2022 Board Meeting Cancellation Reminder**

Martin reminded the Board that the regular June meeting has been canceled.

#### **V. Correspondence/Information**

Director Blazer noted that a commuter train stop is being planned in Marysville by 2025 stating that the stop would be located on an 800' platform behind Tracey's Diner and be served by four trains a day

#### **VI. Closed Session**

##### **A. Public Employee performance Evaluation Pursuant To Government Code Section 54957. Position Title: Executive Director**

The Board adjourned to closed session at 4:30 p.m.

The Board reconvened at 4:35 p.m. stating that there was no reportable action from the closed session.

**VII. Other Business**

None

**VIII. Adjournment**

The meeting was adjourned at 4:36 p.m.

**THE NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY, JULY 21, 2022 AT 4:00 PM IN THE YUBA COUNTY BOARD OF SUPERVISORS CHAMBERS UNLESS OTHERWISE NOTICED.**

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

CHECK NO.	AMOUNT	VENDOR	PURPOSE
EFT	\$ 6,467.45	PERS HEALTH	HEALTH INSURANCE
EFT	\$ 3,279.56	PERS RETIREMENT	RETIREMENT PAYMENT (EMPLOYER SHARE)
EFT	\$ 600.00	CALPERS 457 PLAN	EMPLOYER CONTRIBUTION
EFT	\$ 36,133.32	PAYROLL	PAYROLL
EFT	\$ 1,519.17	PRINCIPAL MUTUAL LIFE INSURANCE	L/D/LTD INSURANCE
EFT	\$ 38.37	CALIFORNIA WATER SERVICE	FIRE SUPPRESSION - MAY 2022
EFT	\$ 325.25	CALIFORNIA WATER SERVICE	WATER
EFT	\$ 100.00	BRAD HUDSON	BOARD MEETING 4/21/2022
EFT	\$ 100.00	DAVID SHAW	BOARD MEETING 4/21/2022
EFT	\$ 100.00	DON BLASER	BOARD MEETING 4/21/2022
EFT	\$ 100.00	KARM BAINS	BOARD MEETING 4/21/2022
EFT	\$ 100.00	SETH FUHRER	BOARD MEETING 4/21/2022
EFT	\$ 100.00	WADE KIRCHNER	BOARD MEETING 4/21/2022
EFT	\$ 100.00	BRAD HUDSON	BOARD MEETING 5/19/2022
EFT	\$ 100.00	DON BLASER	BOARD MEETING 5/19/2022
EFT	\$ 100.00	KARM BAINS	BOARD MEETING 5/19/2022
EFT	\$ 100.00	SETH FUHRER	BOARD MEETING 5/19/2022
EFT	\$ 100.00	WADE KIRCHNER	BOARD MEETING 5/19/2022
EFT	\$ 3,733.85	PG&E	ELECTRIC 3/14/22 - 4/12/22
EFT	\$ 46.14	PG&E	PARKING LOT LIGHTS APRIL 2022
EFT	\$ 253.77	PG&E	GAS APRIL 2022
EFT	\$ 400.00	FRANCOTYP-POSTALIA INC	POSTAGE RESET 5/13/22
EFT	\$ 172.81	CARDMEMBER SERVICES	CREDIT CARD -SUBSCRIPTIONS, DUES, REPLACEMENT BATTERIES
EFT	\$ 272.72	UTILITY MANAGEMENT SERVICES	SEWER
EFT	\$ 174.17	PRIMEPAY	PAYROLL FEES - APRIL 2022
EFT	\$ 138.50	ELAVON	MERCHANT SERVICE FEE - MAY
17967	\$ 250.00	LISA O'LEARY	HEALTH CARE WAIVER FOR APRIL 2022
17968	\$ 392.10	ADVANCED DOCUMENTS CONCEPTS	COPY MACHINE CHARGES - APRIL 2022
17969	\$ 175.00	ALL SEASONS TREE & TURF CARE	LANDSCAPING & WEED CONTROL APRIL 2022
17970	\$ 100.00	BRUCE BUTTACAVOLI	BOARD MEETING 4/21/2022
17971	\$ 178.12	FRANCOTYP-POSTALIA INC	POSTAGE MACHINE RENTAL - 4/13/22 - 7/12/22
17972	\$ 112.00	KEITH MARTIN	VISION REIMBURSEMENT
17973	\$ 100.00	NICHOLAS MICHELI	BOARD MEETING 4/21/2022
17974	\$ 520.14	QUILL CORPORATION	OFFICE & OPERATIONS SUPPLIES
17975	\$ 1,100.00	RC JANITORIAL	JANITORIAL SERVICES FOR APRIL 2022
17976	\$ 7,477.41	RAMOS OIL COMPANY	BUS FUEL - GAS
17977	\$ 240.00	RICH, FUIDGE, BORDSEN & GALYEAN INC	LEGAL SERVICES 3/17/2022 - 4/15/2022
17978	\$ 33,589.79	SC FUELS	BUS FUEL - DYED DIESEL
17979	\$ 1,836.87	SC FUELS	DEF FLUID
17980	\$ 102.82	STAPLES CREDIT PLAN	SUPPLIES: COINLOK BAGS FOR BANK DEPOSITS
17981	\$ 501,607.32	STORER TRANSIT SYSTEMS	CONTRACT SERVICES & VEHICLES INSURANCE 3/22
17982	\$ 450.00	STREAMLINE	WEBSITE SERVICES - MAY 2022
17983	\$ 1,672.20	T-MOBILE	WIFI SERVICES FOR BUSES - APRIL 2022
17984	\$ 9,209.49	TEHAMA TIRE SERVICE INC	TUBES/TIRES
17985	\$ 272.79	TIAA COMMERCIAL FINANCE INC	COPIER LEASE - APRIL 2022
17986	\$ 320.00	ACTION FENCING	REMOVE & RESET POST AT CHESTNUT IN OLIVEHURST
17987	\$ 1,750.00	ALLIANT NETWORKING SERVICES	IT SERVICES - JUNE
17988	\$ 153.53	BOB'S LOCK & KEY SHOP	REPAIR & NEW KEYS FOR SHOP PARTS DOOR
17989	\$ 100.00	BRUCE BUTTACAVOLI	BOARD MEETING 5/19/2022
17990	\$ 368.09	COMCAST BUSINESS	TELEPHONE SERVICE - MAY 2022
17991	\$ 334.08	COMCAST BUSINESS	INTERNET SERVICE - MAY 2022
17992	\$ 35,053.20	HUNT & SONS INC	BUS FUEL - DYED DIESEL
17993	\$ 1,856.92	LANDA & SONS GLASS INC	GLASS REPAIRS AT SHELTERS - BOGUE & SENIOR CTR
17994	\$ 40.00	MARYSVILLE POLICE DEPT	ANNUAL ALARM PERMIT RENEWAL
17995	\$ 1,059.77	QEST	MAINTENANCE OF BUS STOPS/SHELTERS
17996	\$ 3,701.89	RAMOS OIL COMPANY	BUS FUEL - GAS
17997	\$ 1,380.00	RICH, FUIDGE, BORDSEN & GALYEAN INC	LEGAL SERVICES 4/16/2022 - 5/15/2022
17998	\$ 1,035.68	SC FUELS	DEF FLUID
17999	\$ 55.00	SHELBY'S PEST CONTROL	PEST CONTROL SERVICES - MAY 2022
18000	\$ 565.47	STANLEY SECURITY SOLUTIONS INC	SECURITY SERVICES - JUNE 2022
18001	\$ 63,322.01	STORER TRANSIT SYSTEMS	NORCAL KENWORTH - REPAIRS ON #3233 & #5703
18002	\$ 3,313.37	TEHAMA TIRE SERVICE INC	TUBES/TIRES
	\$ 728,450.14		

**LAIF  
TRANSFERS**

**AGENDA ITEM IV-C  
YUBA-SUTTER TRANSIT  
DISBURSEMENT LIST  
MONTH OF JUNE 2022**

CHECK NO.	AMOUNT	VENDOR	PURPOSE
EFT	\$ 6,467.45	PERS HEALTH	HEALTH INSURANCE
EFT	\$ 3,279.56	PERS RETIREMENT	RETIREMENT PAYMENT (EMPLOYER SHARE)
EFT	\$ 600.00	CALPERS 457 PLAN	EMPLOYER CONTRIBUTION
EFT	\$ 36,376.06	PAYROLL	PAYROLL
EFT	\$ 1,519.17	PRINCIPAL MUTUAL LIFE INSURANCE	L/D/LTD INSURANCE
EFT	\$ 37.12	CALIFORNIA WATER SERVICE	FIRE SUPPRESSION - JUNE 2022
EFT	\$ 350.63	CALIFORNIA WATER SERVICE	WATER
EFT	\$ 100.00	DAVID SHAW	BOARD MEETING 5/19/2022
EFT	\$ 3,493.98	PG&E	ELECTRIC 4/13/22 - 5/11/22
EFT	\$ 49.95	PG&E	PARKING LOT LIGHTS MAY 2022
EFT	\$ 120.11	PG&E	GAS MAY 2022
EFT	\$ 4,440.70	PG&E	ELECTRIC 5/12/22 - 5/10/22
EFT	\$ 48.48	PG&E	PARKING LOT LIGHTS JUNE 2022
EFT	\$ 13,416.75	INNOVATE MOBILITY	COA - PROFESSIONAL SERVICES THROUGH 5/13/22
EFT	\$ 26,861.12	INNOVATE MOBILITY	COA - PROFESSIONAL SERVICES 5/16/22 - 6/14/22
EFT	\$ 1,019.56	CARDMEMBER SERVICES	CREDIT CARD -SUBSCRIPTIONS, HOTEL - CALACT CONF, SWANA JOB AD
EFT	\$ 272.72	UTILITY MANAGEMENT SERVICES	SEWER
EFT	\$ 198.02	PRIMEPAY	PAYROLL FEES - MAY 2022
EFT	\$ 178.01	ELAVON	MERCHANT SERVICE FEE - JUNE
18003	\$ 175.00	ALL SEASONS TREE & TURF CARE	LANDSCAPING & WEED CONTROL MAY 2022
18004	\$ 1,340.61	ALLIANT NETWORKING SERVICES INC	OPTIPLEX 3090 TOWER FOR FACILITY CAMERAS
18005	\$ 36,272.18	HUNT & SONS INC	BUS FUEL - DYED DIESEL
18006	\$ 728.36	QUILL CORPORATION	JANITORIAL SUPPLIES - PAPER TOWELS, TOILET PAPER
18007	\$ 1,100.00	RC JANITORIAL	JANITORIAL SERVICES - MAY 2022
18008	\$ 8,020.53	RAMOS OIL COMPANY	BUS FUEL - GAS
18009	\$ 1,039.88	SC FUELS	DEF FLUID
18010	\$ 69.06	STAPLES CREDIT PLAN	OFFICE SUPPLIES - RECYCLE COPY PAPER
18011	\$ 485,605.78	STORER TRANSIT SYSTEMS	CONTRACT SERVICES & VEHICLES INSURANCE 4/22
18012	\$ 450.00	STREAMLINE	WEBSITE SERVICES - JUNE 2022
18013	\$ 1,672.20	T-MOBILE	WIFI SERVICES FOR BUSES - MAY 2022
18014	\$ 117.99	THRIFTY ROOTER	SERVICE ON TOILET IN OPERATIONS RESTROOM
18015	\$ 272.79	TIAA COMMERCIAL FINANCE INC	COPIER LEASE - MAY 2022
18016	\$ 643.12	ADAM HANSEN	MILEAGE & TRAVEL REIMBURSEMENT 7/1/22 - 5/31/22
18017	\$ 240.24	ADVANCED DOCUMENTS CONCEPTS	REPLACEMENT INK CARTRIDGE FOR POSTAGE MACH.
18017	\$ 371.72	ADVANCED DOCUMENTS CONCEPTS	COPY MACHINE CHARGES - MAY 2022
18018	\$ 368.09	COMCAST BUSINESS	TELEPHONE SERVICES - JUNE 2022
18019	\$ 334.08	COMCAST BUSINESS	INTERNET SERVICES - JUNE 2022
18020	\$ 42,022.33	INTERSTATE OIL COMPANY	BUS FUEL - DYED DIESEL
18021	\$ 67.20	LISA O'LEARY	VISION REIMBURSEMENT - SO
18022	\$ 1,057.55	PREMIER PRINT & MAIL	PRINTING - NEWSLETTER MASTERHEAD PAPER
18023	\$ 1,059.77	QuEST	MAINTENANCE OF BUS STOPS/SHELTERS
18024	\$ 519.49	QUILL CORPORATION	JANITORIAL & OFFICE SUPPLIES
18025	\$ 8,591.36	RAMOS OIL COMPANY	BUS FUEL - GAS
18026	\$ 200.00	RICH, FUIDGE, BORDSEN & GALYEAN	LEGAL SERVICES - 5/17/22 - 6/15/22
18027	\$ 876.18	SC FUELS	DEF FLUID
18028	\$ 481,794.56	STORER TRANSIT SYSTEMS	CONTRACT SERVICES & VEHICLES INSURANCE 5/22
18029	\$ 6,159.80	TEHAMA TIRE SERVICE INC	TUBES/TIRES
	\$ 1,179,999.26		

**LAIF  
TRANSFERS**

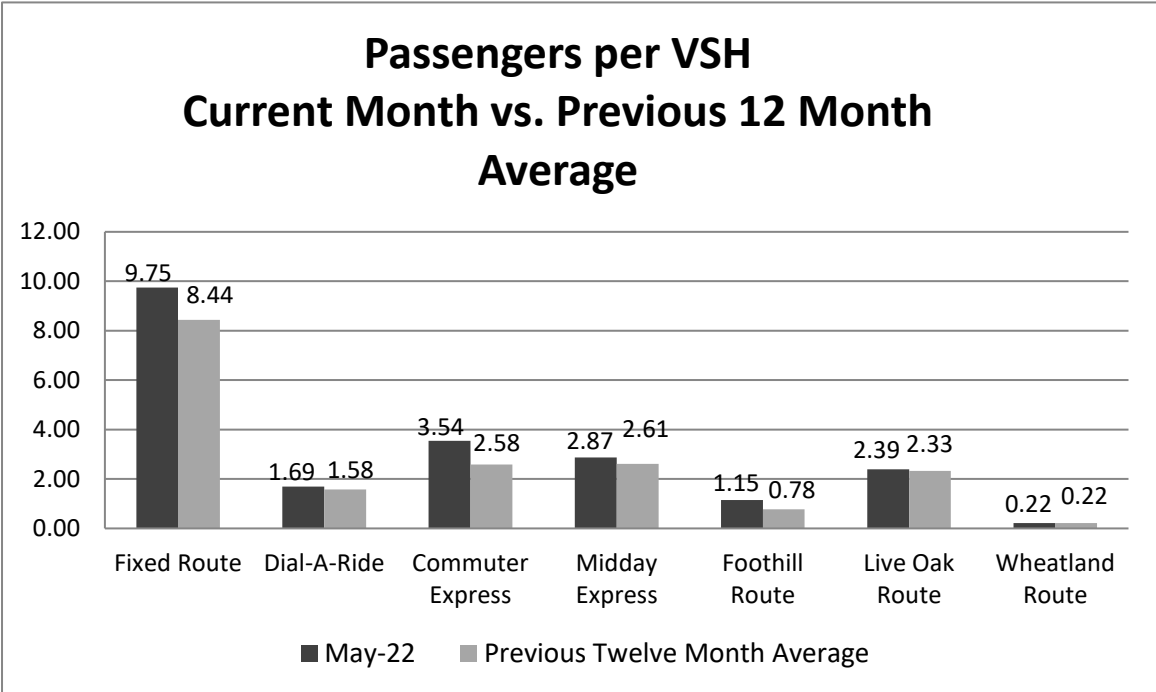
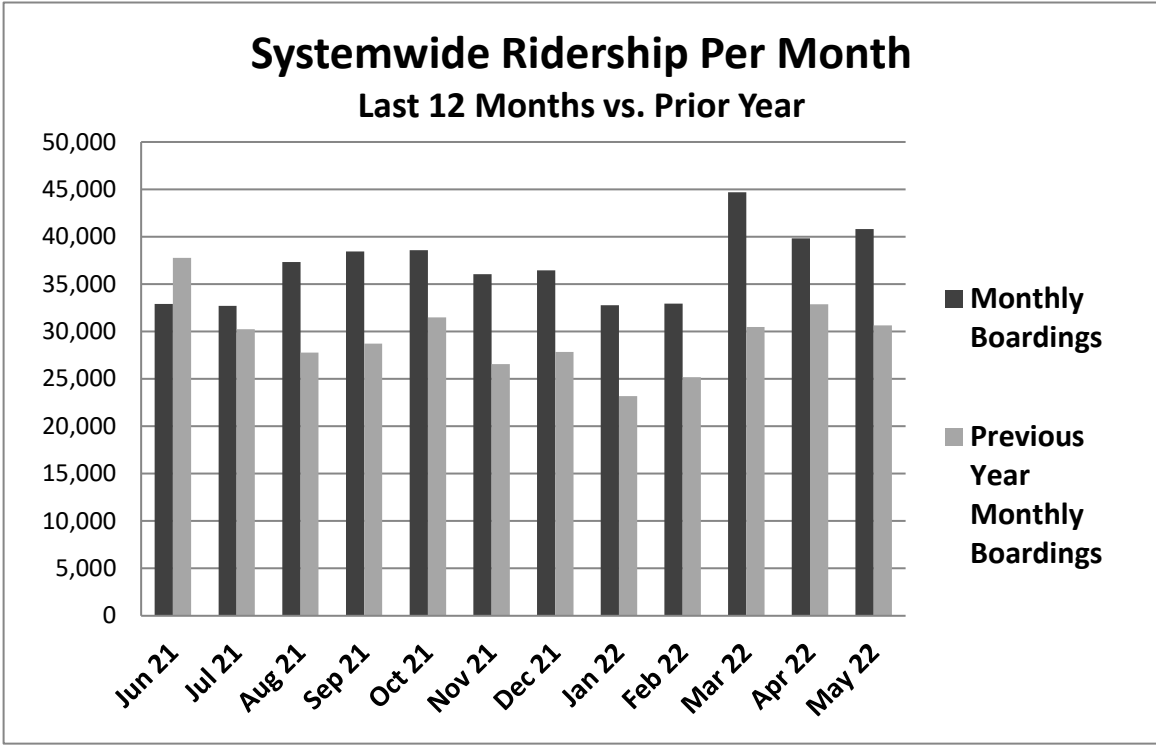
6/23/2022 \$ (500,000.00) TRANSFER FROM LAIF TO CHECKING

## AGENDA ITEM IV- D

### MAY 2022 PERFORMANCE REPORT

	May-22	Previous Twelve Month Average	Fiscal YTD	Previous Fiscal YTD
<b>Ridership:</b>				
Fixed Route	34,959	31,186	353,033	278,554
Dial-A-Ride	2,527	2,247	26,439	15,853
Commuter Express	2,576	1,863	21,738	14,298
Midday Express	452	404	4,554	3,656
Foothill Route	98	67	829	795
Live Oak Route	173	172	1,907	1,751
Wheatland Route	10	10	110	64
Oroville Route	0	0	1,975	0
<b>Total Ridership:</b>	<b>40,795</b>	<b>35,947</b>	<b>410,585</b>	<b>314,971</b>
<b>Vehicle Service Hours:</b>				
Fixed Route	3,586.97	3,696.31	40,015.35	43,495.50
Dial-A-Ride	1,498.06	1,424.13	16,109.58	15,472.73
Commuter Express	726.72	720.68	7,951.78	7,666.26
Midday Express	157.71	154.56	1,707.20	1,625.41
Foothill Route	85.19	85.50	941.01	871.13
Live Oak Route	72.29	73.82	809.81	812.01
Wheatland Route	46.06	43.24	484.46	451.50
Oroville Route	0.00	0.00	427.39	0.00
<b>Total VSH's:</b>	<b>6,173.00</b>	<b>6,198.23</b>	<b>68,446.58</b>	<b>70,394.53</b>
<b>Passengers Per Hour:</b>				
Fixed Route	9.75	8.44	8.82	6.40
Dial-A-Ride	1.69	1.58	1.64	1.02
Commuter Express	3.54	2.58	2.73	1.87
Midday Express	2.87	2.61	2.67	2.25
Foothill Route	1.15	0.78	0.88	0.91
Live Oak Route	2.39	2.33	2.35	2.16
Wheatland Route	0.22	0.22	0.23	0.14
Oroville Route	0.00	0.00	4.62	0.00
<b>Total Passengers Per VSH:</b>	<b>6.61</b>	<b>5.80</b>	<b>6.00</b>	<b>4.47</b>

## MAY 2022 PERFORMANCE REPORT

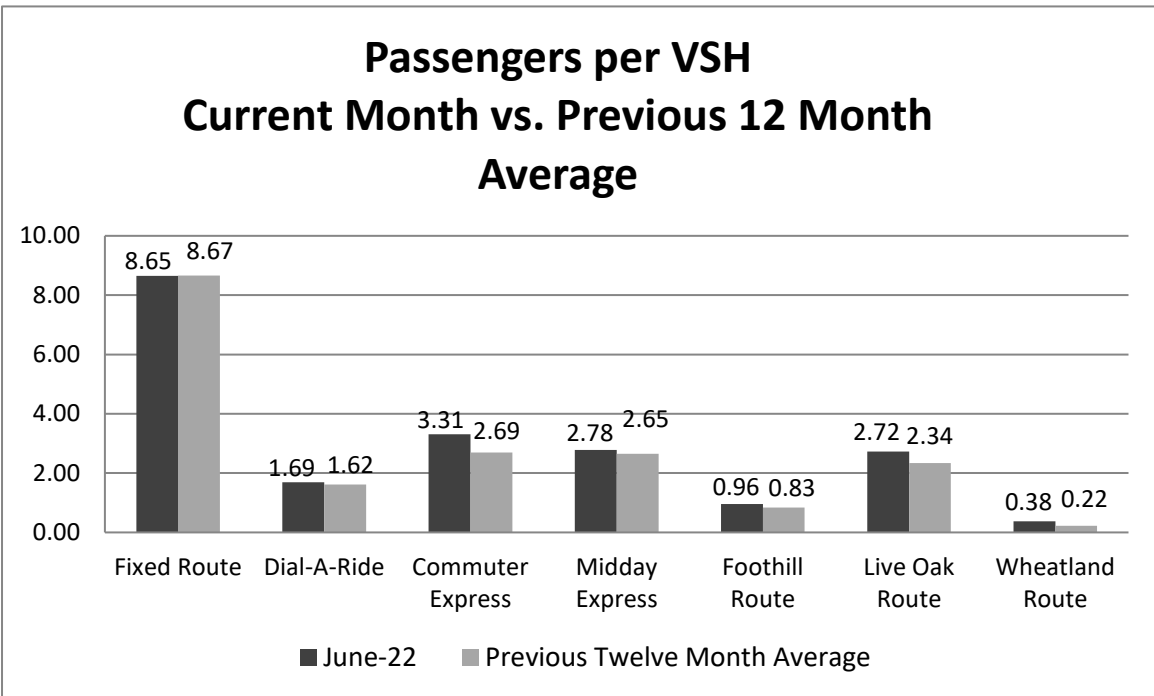
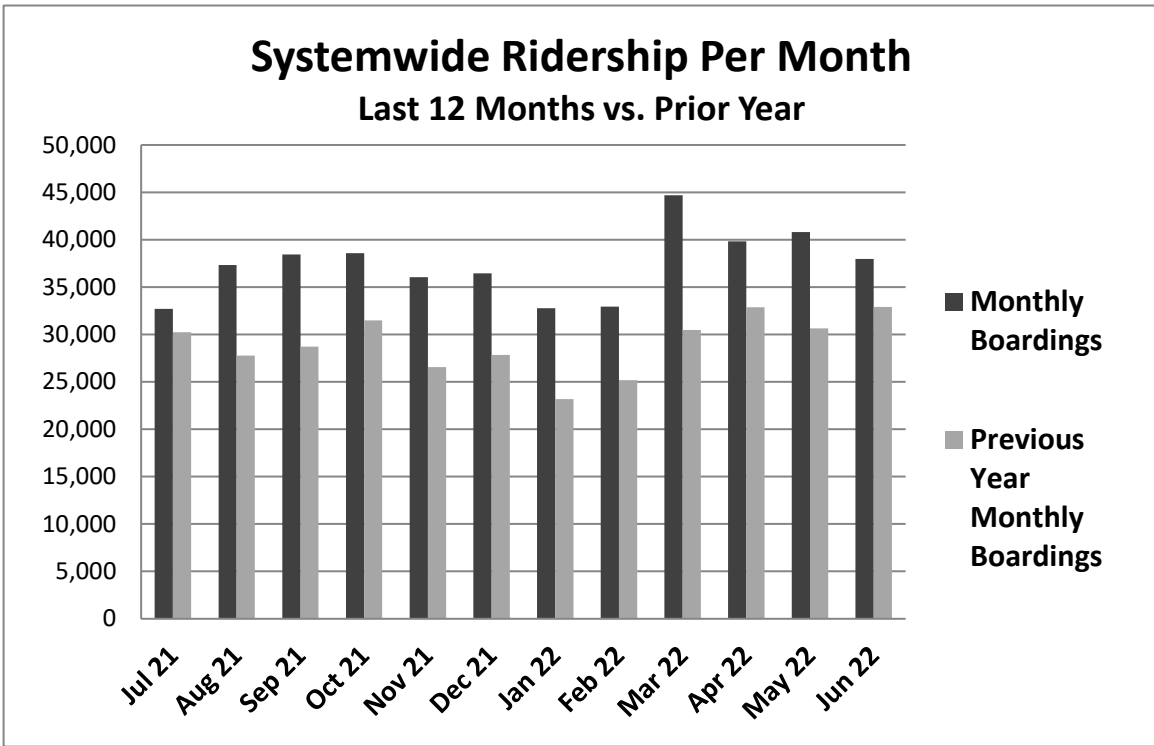


## AGENDA ITEM IV- E

### JUNE 2022 PERFORMANCE REPORT

	June-22	Previous Twelve Month Average	Fiscal YTD	Previous Fiscal YTD
<b>Ridership:</b>				
Fixed Route	32,281	31,833	385,314	307,518
Dial-A-Ride	2,455	2,345	28,894	17,556
Commuter Express	2,463	1,949	24,201	15,953
Midday Express	457	412	5,011	4,050
Foothill Route	88	72	917	828
Live Oak Route	223	173	2,130	1,915
Wheatland Route	17	10	127	71
Oroville Route	0	0	1,975	0
<b>Total Ridership:</b>	<b>37,984</b>	<b>36,794</b>	<b>448,569</b>	<b>347,891</b>
<b>Vehicle Service Hours:</b>				
Fixed Route	3,730.67	3,673.67	43,746.02	47,564.17
Dial-A-Ride	1,452.38	1,451.55	17,561.96	16,781.80
Commuter Express	744.13	724.86	8,695.91	8,412.77
Midday Express	164.32	155.71	1,871.52	1,786.70
Foothill Route	91.47	86.04	1,032.48	962.57
Live Oak Route	81.89	73.68	891.70	886.36
Wheatland Route	45.22	43.90	529.68	493.87
Oroville Route	0.00	0.00	427.39	0.00
<b>Total VSH's:</b>	<b>6,310.08</b>	<b>6,209.41</b>	<b>74,756.66</b>	<b>76,888.23</b>
<b>Passengers Per Hour:</b>				
Fixed Route	8.65	8.67	8.81	6.47
Dial-A-Ride	1.69	1.62	1.65	1.05
Commuter Express	3.31	2.69	2.78	1.90
Midday Express	2.78	2.65	2.68	2.27
Foothill Route	0.96	0.83	0.89	0.86
Live Oak Route	2.72	2.34	2.39	2.16
Wheatland Route	0.38	0.22	0.24	0.14
Oroville Route	0.00	0.00	4.62	0.00
<b>Total Passengers Per VSH:</b>	<b>6.02</b>	<b>5.93</b>	<b>6.00</b>	<b>4.52</b>

## JUNE 2022 PERFORMANCE REPORT



AGENDA ITEM V – A  
STAFF REPORT

**TRANSPORTATION DEVELOPMENT ACT (TDA) CLAIM FOR FY 2022/2023**

The adopted Yuba-Sutter Transit budget for FY 2023 includes the use of \$3,900,000 in Local Transportation Fund (LTF) revenue and \$1,375,483 in State Transit Assistance (STA) for operating assistance and \$351,948 in STA revenue for capital purposes. Both LTF and STA funds are made available for transit and transportation uses under the State Transportation Development Act (TDA). A claim for these funds can now be submitted to the Sacramento Area Council of Governments (SACOG) with the adoption of the attached authorizing resolution.

LTF revenue is a  $\frac{1}{4}$  percent sales tax that is returned to the county of origin and distributed therein by relative population first to meet local transit needs after which the remainder is available for local streets and road maintenance. LTF funds can be used for both operating and capital purposes though Yuba-Sutter Transit has traditionally used them almost exclusively for operations. The relative annual allocation of LTF revenue among the four member jurisdictions is based on the prescribed LTF funding formula from the Yuba-Sutter Transit Joint Powers Agreement. The \$3,900,000 transit allocation for FY 2023 represents 40.1 percent of the combined SACOG adopted LTF apportionment to the four member jurisdictions (down from 46.7 percent for FY 2022). This amount is up 25.8 percent (\$800,000) over the FY 2022 allocation of \$3,100,000. Prior to FY 2022, the LTF allocation had been virtually unchanged for three years at about \$2,800,000 annually from FY 2019 through FY 2021 even as the operating budget increased by 12 percent.

STA revenue is Yuba-Sutter Transit's single source of on-going state transit funding and has historically been the primary source of local matching funds for federal capital grants. Since 2017, STA funding is derived from a sales tax on diesel fuel and a portion of vehicle registration fees. These funds are annually apportioned by SACOG to Yuba-Sutter Transit and the member jurisdictions for public transportation purposes. As a result, they are claimed in their entirety by Yuba-Sutter Transit for both capital and operating assistance though specific eligibility criteria must normally be met to use them for operations without restriction. Under separate agreements, the STA funds that are apportioned for Live Oak and Wheatland are also claimed by Yuba-Sutter Transit.

While Yuba-Sutter Transit has traditionally avoided committing a significant portion of STA funds for on-going operations, the relative allocation between operating and capital has always been an annual decision. SACOG's adopted STA apportionment for FY 2023 includes a total of \$1,753,369 in funding for Yuba-Sutter Transit. This figure is 34 percent higher than the \$1,305,010 apportionment for FY 2022. For FY 2023, the adopted budget assumes the use of \$1,375,483 in STA funding for operations and \$351,948 for capital expenditures. Of these amounts, \$1,265,531 will be funded with deferred STA amounts claimed in prior years, which is made possible by the availability of one-time money that was available to rural areas under the Federal CARES Act (2020). STA apportionments not claimed will still be available for future allocation though significant STA reserves will be needed for future capital replacement projects.

Since FY 2008, Yuba-Sutter Transit has been the direct claimant for STA funds that are apportioned for Live Oak and Wheatland pursuant to a Memorandum of Understanding with each of these jurisdictions. While the accumulated STA reserve balances for both cities had been shrinking over the years due to a combination of service expansion and increased costs, the use of federal CARES Act revenue resulted in an increase in

the STA balance for both jurisdictions through FY 2022, providing much needed though short-term financial security for both services. Due to the availability of the reserves, the additional STA funds for Live Oak and Wheatland are not being claimed for operations until the next budget year when the previously reserved funds will have been exhausted.

Staff will be prepared to discuss the proposed TDA claim in more detail at the Board meeting.

**RECOMMENDED:** Adopt Resolution No. 9-22 authorizing the submittal of Yuba-Sutter Transit's FY 2022/2023 TDA claim as proposed or amended.



YUBA-SUTTER TRANSIT AUTHORITY  
RESOLUTION NO. 9-22

**FISCAL YEAR 2023 TRANSPORTATION DEVELOPMENT ACT (TDA) CLAIM AUTHORIZATION**

WHEREAS, *The Sacramento Area Council of Governments (SACOG) has approved allocations of Local Transportation Development Act (TDA) revenues for the Local Transportation Fund (LTF) and State Transit Assistance (STA) programs for FY 2022/2023 for the Counties of Yuba and Sutter; the Cities of Marysville and Yuba City; and, the Yuba-Sutter Transit Authority; and,*

WHEREAS, *SACOG has designated Yuba-Sutter Transit as the Consolidated Transportation Services Agency (CTSA) for Yuba and Sutter Counties and the cities therein; and,*

WHEREAS, *Yuba-Sutter Transit has been designated by the Cities of Live Oak and Wheatland as the claimant for all State Transit Assistance (STA) funds available to these non-member jurisdictions; and,*

*NOW, THEREFORE, BE IT RESOLVED that the Yuba-Sutter Transit Authority Board of Directors does hereby authorize the Executive Director, or his designee, to submit the necessary Transportation Development Act claim forms to SACOG for FY 2022/2023 LTF and STA funds.*

*NOW, THEREFORE, BE IT FUTHER RESOLVED that the Yuba-Sutter Transit Authority Board of Directors does hereby authorize the Executive Director, or his designee, to make any necessary budget amendments, transfers, accounting entries, and claim amendments to carry out the Board of Director's policies and directives pertaining to this matter and for any future revisions to FY 2022/2023 LTF and STA apportionments by the following vote:*

*Ayes:*

*Noes:*

*THE FOREGOING RESOLUTION WAS DULY AND REGULARLY INTRODUCED, PASSED AND ADOPTED BY THE YUBA-SUTTER TRANSIT AUTHORITY AT A REGULAR MEETING HELD ON JULY 21, 2022.*

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*Chairman of the Board*

**ATTEST:**

*Lisa O'Leary  
Secretary to the Board*

AGENDA ITEM V – B  
STAFF REPORT

**PROJECT UPDATES/ADDITIONS FOR THE 2023 SACRAMENTO METROPOLITAN TRANSPORTATION  
IMPROVEMENT PLAN (MTIP) AND THE LONG-RANGE BLUEPRINT PLAN**

Attached for Board review and consideration is the proposed Transportation Improvement Program (TIP) Program of Projects (POP) for Yuba-Sutter Transit for the five-year period FY 2023 through FY 2027 (Exhibit A). The program will then be incorporated into the three-year Sacramento Area Council of Governments (SACOG) Metropolitan Transportation Improvement Plan (MTIP). All projects for which federal funding will be requested must be identified in the MTIP. Also attached is the proposed Yuba-Sutter Transit Capital Improvement Plan (Exhibit B) for inclusion in SACOG's new long-range plan through the year 2050 which is now called 2024 Blueprint (replacing the Metropolitan Transportation Plan). Federally funded projects are to flow from the long-range plan to the short-range MTIP, but approval of these programs does not restrict the Board's future options as program amendments are possible should funding availability or project priorities change.

The proposed five-year Program of Projects is consistent with Yuba-Sutter Transit's adopted FY 2023 operating and capital budget which reflects the continued operation of reduced service levels compared to pre-pandemic levels at least through FY 2023. For programming purposes, staff is assuming that services will not begin to approach pre-pandemic levels until FY 2024 or beyond, but this assumption will ultimately be impacted by the results of the on-going NextGen Transit Plan. While the new Infrastructure Investments and Jobs Act (IIJA) promises more federal funding for public transportation, the proposed program assumes no significant increase in the use of federal formula funds (Section 5307 and Section 5311) for operating purposes as any federal money above the base level of funding may need to be diverted to the mission-critical maintenance, operations, and administration facility replacement project.

On the capital side, projects are typically programmed for the fiscal year in which funding authority will be requested with project delivery occurring the following fiscal year. The most significant component of the proposed capital program is the long-planned facility replacement project that is now estimated for planning purposes at a cost of \$47.5 million which includes the cost of the 6035 Avondale Avenue site in Linda that was purchased in July 2021. While most of the cost of this project remains unfunded, staff continues to pursue federal, state, and regional grants to complete the funding package. The proposed program assumes the commencement of facility environmental, design and engineering work in 2023 with construction to begin in 2024 for completion by the end of 2025. This is based on the schedule for the Caltrans Highway 70 (B Street) project that is currently expected to result in Yuba-Sutter Transit's displacement from the existing facility. Because the facility project schedule will need to be reevaluated if the funding package is not in place by the end of 2022 or Caltrans is somehow able to avoid taking the existing property, the planned scope, schedule, cost, and funding sources for this project are likely to change significantly by 2023.

The vehicle replacement/minor expansion portion of the five-year program first includes a project that was approved by the Board in November 2021 to replace six 2014 model diesel powered demand response and rural route buses with six lighter weight, low-floor gasoline powered buses in FY 2023. It also includes the previously programmed replacement of the six oldest commuter buses (three 2010 and three 2012 models) in a single order in December 2025 to avoid the zero-emission bus mandate that becomes effective January 1, 2026. With commuter ridership still at a fraction of the pre-pandemic level, the need and scope of this project will certainly be evaluated during the NextGen Transit Plan. The remaining vehicle projects include the previously programmed purchase of 10 replacement demand response buses to match those that will be

ordered this year as well as the planned purchase of 13 buses to replace 11 local fixed route buses. The actual scope and funding package for these important projects will be the subject of further discussion in the NextGen Transit Plan and each will require specific Board approval for implementation.

The proposed long-range Capital Improvement Plan (CIP) includes current projected cost estimates and procurement schedules through FY 2050 for inclusion in the 2024 Blueprint. For the first time, this plan assumes the conversion of Yuba-Sutter Transit's heavy-duty bus fleet to zero-emission operation beginning with purchase orders placed after December 31, 2025, in compliance with the California Air Resources Board (CARB) Innovative Clean Transit (ICT) Regulation. As a result, CIP cost estimates have been increased to reflect the purchase of battery-electric buses after that date which greatly increases the overall cost of the program. While the proposed CIP simply continues the planned fleet replacement schedule from previous programs, the future size and scope of the fleet will be better defined in the NextGen Transit Plan which is expected to be presented to the Board for consideration early next year and prior to the July 1, 2023 deadline for submitting a zero-emission bus roll-out plan to the state. Except as noted above, the only other proposed changes in the long-range capital plan are updates in previously assigned SACOG project numbers and the addition of new fleet replacement projects in the nine additional years of the program through FY 2050.

Staff will be prepared at the meeting to review the proposed multi-year transportation and capital improvement plans in detail.

**RECOMMENDATION:** Approve Yuba-Sutter Transit's FY 2023 – FY 2027 MTIP Program of Projects and 2050 Capital Improvement Plan as proposed or amended.

/MTIP-Blueprint Item V-B 7-22/

## EXHIBIT A

### YUBA-SUTTER TRANSIT TRANSPORTATION IMPROVEMENT PROGRAM Federally Funded Projects Only FY 2022/2023 - FY 2026/2027

Proposed July, 21, 2022

	FY 2021-22 Projected	FY 2022-23 Budgeted	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FIVE YEAR TOTAL
<b>OPERATING ASSISTANCE</b>							
<b>Urbanized Area</b>							
FTA Sections 5307 & 5339 (Small Urban)	\$0	\$1,500,000	\$2,200,000	\$2,200,000	\$2,200,000	\$2,200,000	\$10,300,000
CARES Act/ARP Section 5307 (Small Urban)	3,538,900	727,517	0	0	0	0	727,517
Local (All Sources)	4,064,900	7,684,733	6,823,436	7,576,000	8,328,000	9,174,000	39,586,169
Urban Subtotal	\$7,603,800	\$8,412,250	\$9,023,436	\$9,776,000	\$10,528,000	\$11,374,000	\$49,113,686
<b>Rural Area</b>							
FTA Section 5311 (Rural)	\$0	\$200,000	\$200,000	\$250,000	\$275,000	\$280,000	\$1,205,000
CARES Act Section 5311 (Rural)	250,000	0	0	0	0	0	0
Local (All Sources)	150,200	442,750	375,964	374,000	397,000	446,000	2,035,714
Rural Subtotal	\$400,200	\$442,750	\$575,964	\$624,000	\$672,000	\$726,000	\$3,040,714
<b>Total Operating Assistance</b>	<b>\$8,004,000</b>	<b>\$8,855,000</b>	<b>\$9,599,400</b>	<b>\$10,400,000</b>	<b>\$11,200,000</b>	<b>\$12,100,000</b>	<b>\$52,154,400</b>
<b>CAPITAL ASSISTANCE</b>							
<b>Vehicle Replacement/Minor Expansion</b>							
FTA Section 5307 (Small Urban)	\$0	\$0	\$0	\$6,318,079	\$0	\$0	\$6,318,079
FTA Section 5311 (Rural)	0	151,050	0	1,177,158	0	0	1,328,208
CARES Act Section 5311 (Rural)	0	0	0	705,422	0	0	705,422
FTA Section 5339 (Small Urban)	0	558,399	0	1,493,149	0	0	2,051,548
State - State of Good Repair (SGR)	0	151,681	0	0	0	0	151,681
State - Cap & Trade (LCTOP)	0	0	0	0	0	0	0
Local - Transportation Development Act (TDA)	0	98,870	0	2,006,192	0	0	2,105,062
Other Local (FRAQMD, Prop. 1B, etc.)	0	0	0	0	0	0	0
Vehicle Subtotal	\$0	\$960,000	\$0	\$11,700,000	\$0	\$0	\$12,660,000
<b>Property/Facility/Equipment/Furnishings</b>							
FTA Section 5307 (Small Urban)	\$0	\$0	\$0	\$0	\$0	\$0	\$0
FTA Section 5311 (Rural)	0	364,492	0	0	0	0	364,492
CRRSAA Section 5311 (Rural)	0	963,628	0	0	0	0	963,628
FTA Section 5339 (Small Urban)	0	0	0	0	0	0	0
State - Cap & Trade (LCTOP)	0	0	0	1,710,153	0	0	1,710,153
State - State of Good Repair (SGR)	75,000	968,802	280,000	280,000	0	0	1,528,802
Local - Transportation Development Act (TDA)	991,152	253,078	485,844	485,843	100,000	100,000	1,424,765
Other Local (FRAQMD, Prop. 1B, etc.)	0	0	0	0	0	0	0
AHSC Housing Grant (State)	0	0	3,248,799	5,251,201	0	0	8,500,000
Unfunded Need (Applied/Anticipated):							
Federal RAISE Grant	0	0	8,500,000	6,500,000	0	0	15,000,000
FTA Bus Facilities Grant - Section 5339	0	0	8,080,000	5,920,000	0	0	14,000,000
Property Sale (State)	0	0	0	3,500,000	0	0	3,500,000
Facility/Equipment Subtotal	\$1,066,152	\$2,550,000	\$20,594,643	\$23,647,197	\$100,000	\$100,000	\$46,991,840
<b>Total Capital Assistance</b>	<b>\$1,066,152</b>	<b>\$3,510,000</b>	<b>\$20,594,643</b>	<b>\$35,347,197</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$59,651,840</b>

**NOTES:**

- Operating costs are estimated based on the adopted FY 2023 Budget escalated by 8 percent annually thereafter.
- Vehicle projects are listed in the fiscal year in which funding authority will be requested with delivery typically occurring the following fiscal year.
- Funding for the replacement facility project is shown in the year for which the funding is expected to be available. The project is currently scheduled for completion by December 2025.

**EXHIBIT B**  
**Draft Yuba-Sutter Transit Authority 2050 Capital Improvement Plan (CIP)**  
**Fleet & Facility Replacement/Expansion Schedule for the 2024 Blueprint Plan**  
**Based on the Proposed FY 2023 - FY 2027 Program of Projects**  
**Proposed July 21, 2022**

Current Model / Vehicle # / Service Type	Y-E #	Project Completion Fiscal Year																												
		2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050
<b>2010 MCI Buses (5701 - 5703 -- Commuter)</b> 2021 diesel cost estimate of \$600,000 each (\$1,000) MTIP or Blueprint # (if any)	3					See Below																								
<b>2012 MCI Buses (5704 - 5706 -- Commuter)</b> 2021 diesel cost estimate of \$600,000 each (\$1,000) 2022 BEB cost estimate of \$1,300,000 each (\$1,000) MTIP or Blueprint # (if any)	3					6 \$3,600 10535															6 \$7,800 10527									
<b>2018 MCI Buses (5707 - 5713 -- Commuter)</b> 2022 BEB cost estimate of \$1,300,000 each (\$1,000) MTIP or Blueprint # (if any)	7											11 \$14,300 10523																11 \$14,300 NA		
<b>2014 Gillig Buses (3200 Series -- Fixed Route)</b> 2021 diesel cost estimate of \$500,000 each (\$1,000) 2022 BEB cost estimate of \$1,000,000 each (\$1,000) MTIP or Blueprint # (if any)	11					13 \$6,500 10530												15 \$15,000 10525												15 \$15,000 NA
<b>2019 Gillig Buses (3100 Series -- Fixed Route)</b> 2022 BEB cost estimate of \$1,000,000 each (\$1,000) MTIP or Blueprint # (if any)	11										15 \$15,000 10522																			15 \$15,000 NA
<b>2014 Glaval Buses (1681 - 1686 -- Paratransit/Rural)</b> 2022 LF gas cost estimate of \$160,000 each (\$1,000) MTIP or Blueprint # (if any)	6	6 \$960 10453								10 \$1,600 10521							10 \$1,600 NA													10 \$1,600 NA
<b>2019 Glaval Buses (1690 - 1699 -- Paratransit/Rural)</b> 2022 LF gas cost estimate of \$160,000 each (\$1,000) MTIP or Blueprint # (if any)	10					10 \$1,600 10538						10 \$1,600 10524									10 \$1,600 10526								10 \$1,600 NA	
Running Fleet Total	51	51				53				57		61					65				67							67		67
<b>Facility Expansion/Replacement Projects</b>																														
2019 Cost Estimate (\$1,000) MTP # (if any)						Replace Facility \$47,500 10533																								
<b>[Five Year Totals -- Buses &amp; Facilities]</b>						\$60,160				\$16,600							\$17,500				\$24,400							\$18,200		\$29,300

**NOTES:**  
1. Changes from the FY 2022 Capital Improvement Plan (CIP) are bracketed and shown in RED type.  
2. Pursuant to the California Innovative Clean Transit (ICT) regulation, 25% of buses ordered after 12/31/25 and 100% of buses ordered after 12/31/28 must be ZEBs. The draft schedule assumes that all heavy-duty buses will be replaced with battery electric buses after 12/31/28 using current cost estimates. The low-floor replacement Paratransit/Rural buses now being ordered are below the minimum 14,000 GVWR threshold for this mandate though this threshold is subject to change in the future.

AGENDA ITEM V – C  
STAFF REPORT

**ADMINISTRATIVE STAFF SALARY SCHEDULE ADJUSTMENTS**

Yuba-Sutter Transit annually reviews the compensation package (salary and benefits) for the agency's five employees to determine if any adjustments are warranted. This review traditionally occurs in conjunction with the development and adoption of Yuba-Sutter Transit's annual budget so the resulting changes, if any, can be included. Pursuant to the Yuba-Sutter Transit Joint Powers Agreement (JPA), the annual budget is to be adopted by the end of May each year. The FY 2023 budget, which was adopted at the May 19, 2022 meeting, did include an allowance for staff salary adjustments effective July 1, 2022.

To inform this process, staff tracks the salary and benefit package adjustments granted for comparable positions by the member jurisdictions and related agencies such as the Feather River Air Quality Management District (FRAQMD) and the Sacramento Area Council of Governments (SACOG) along with published inflation indexes. Based on recent actions by several of these organizations and increases in the Consumer Price Index that now well exceed 8.0 percent, a general staff salary scale adjustment of 5.0 percent is being recommended effective July 1, 2022. As proposed, this adjustment would also apply to the Executive Director position whose salary is specifically set by the Board and not subject to a range. No changes to the staff benefit package are being recommended for FY 2023. The first-year cost (salary and benefits) for this proposed adjustment has been calculated at \$23,553.

In addition, pursuant to the terms of the Executive Director Employment Agreement and separate from the annual staff salary and benefit analysis, periodic comparisons with chief transit official positions at comparable public transportation providers are conducted to determine if any specific adjustments are warranted. These comparisons have since 2013 been conducted every three years with the most recent being completed in May 2022. The surveyed central valley agencies are generally comparable to Yuba-Sutter Transit in multiple combinations of fleet size, scope of service, service hours, management, organizational structure, budget, population, etc. and all ten have long been included in the survey. Based on the survey results, staff is recommending a combined 10.0 percent increase for the Executive Director which would include the recommended 5.0 percent general staff salary scale adjustment above. The incremental cost of the additional 5.0 percent adjustment would add \$7,688 (salary and benefits) to the cost of the general staff salary adjustment alone.

With the recommended adjustment, the resulting monthly salary for the Executive Director would rank 9<sup>th</sup> (up from 10<sup>th</sup>) among the 11 surveyed systems (including Yuba-Sutter Transit) and be equal to about 85 percent (up from just under 78 percent) of the current average of the three most comparable systems. While 90 percent has in the past been the historical target for such salary adjustments, this would require an additional 5 percent increase which staff is not recommending at this time. The combined first year cost of \$31,241 of both recommendations was included in the adopted FY 2023 budget.

Pursuant to the California Code of Regulations Section 570.5, the proposed salary schedule for FY 2023 assuming approval of the recommended adjustments is attached for Board reference and action consideration. Staff will be prepared at the meeting to discuss these recommendations in detail as desired.

RECOMMENDATION: Approve staff salary adjustments and adopt the resulting salary schedule effective July 1, 2022 as proposed or amended.

Attachment

P:\yst agenda items\Salary Adjustment Item V-C 7-22\

## APPENDIX A

### PROPOSED MONTHLY SALARY SCHEDULE EFFECTIVE JULY 1, 2022

<u>Position</u>	<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>
Administrative Assistant I	\$3,403	\$3,573	\$3,752	\$3,940	\$4,137
Administrative Assistant II	\$3,940	\$4,137	\$4,344	\$4,561	\$4,789
Program Analyst I	\$3,973	\$4,172	\$4,381	\$4,600	\$4,830
Program Analyst II	\$4,600	\$4,830	\$5,072	\$5,326	\$5,592
Program Manager I	\$5,590	\$5,869	\$6,162	\$6,470	\$6,794
Program Manager II	\$6,470	\$6,794	\$7,134	\$7,491	\$7,866
Executive Director					\$12,449

#### Notes:

Longevity Pay: Pursuant to the terms and conditions set forth in Section 12.07.03 of the Yuba-Sutter Transit Personnel Manual, full time permanent employees (except for the Executive Director position) may be eligible for merit-based longevity pay adjustments beyond the top step of their current classification.

The Executive Director's salary is not determined by range and step, but at an amount determined by the Board of Directors.



AGENDA ITEM V – D  
STAFF REPORT

**FEDERAL ZERO-EMISSION BUS (ZEB) TRANSITION PLAN**

The November 2021 Infrastructure Investments & Jobs Act amended the statutory provisions for the Federal Transit Administration (FTA) grants under the Buses and Bus Facilities Competitive Program (49 U.S.C. § 5339(b)) and the Low or No Emission Program (49 U.S.C. § 5339(c)) to include a requirement that any application for projects related to zero-emission vehicles include a Zero-Emission Transition Plan. Consequently, staff developed the attached transition plan that was submitted with the Buses and Bus Facilities Grant on May 26, 2022.

The Zero-Emission Transition Plan must address the following:

- Demonstrate a long-term fleet management plan with a strategy for how the applicant intends to use the current request for resources and future acquisitions.
- Address the availability of current and future resources to meet costs for the transition and implementation.
- Consider policy and legislation impacting relevant technologies.
- Include an evaluation of existing and future facilities and their relationship to the technology transition.
- Describe the partnership of the applicant with the utility or alternative fuel provider.
- Examine the impact of the transition on the applicant's current workforce by identifying skill gaps, training needs, and retraining needs of the existing workers of the applicant to operate and maintain zero-emission vehicles and related infrastructure and avoid displacement of the existing workforce.

Based on the current fleet replacement schedule, the Zero-Emission Fleet Transition Plan assumes full conversion of the Yuba-Sutter Transit fleet to zero-emission buses (ZEBs) by 2033 which meets the 2035 ZEB conversion policy target that was adopted by the Board on July 15, 2021. Both targets are, of course, conditional upon adequate funding being available to construct the new zero-emission operations and maintenance facility and for the incremental cost of purchasing ZEBs and all related equipment and infrastructure compared to the cost of a traditional diesel-powered bus. The transition plan also explains relationships with key partners such as PG&E, projects the necessary funding levels for plan implementation, and lays out the staff training plan to operate and maintain ZEBs.

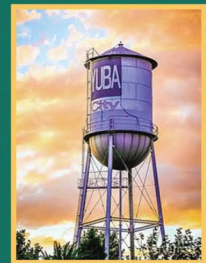
While this is being presented as an information item, staff welcomes any questions or comments on the topic. The next major milestone in this state mandated and federally encouraged ZEB journey will be the preparation and submission of what the state calls a Zero-Emission Bus Roll-Out Plan. The state plan, which will expand upon the federal plan, is due to the California Air Resources Board (CARB) by July 1, 2023.

Staff will be prepared to discuss the Zero-Emission Transit Plan at the meeting.

RECOMMENDATION: Information only.

# YUBA-SUTTER TRANSIT AUTHORITY

## ZERO-EMISSION FLEET TRANSITION PLAN



May 2022

Yuba-Sutter Transit 



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# I. Agency Overview

The Yuba-Sutter Transit Zero-Emission Fleet Transition Plan, which is consistent with the Yuba-Sutter Transit Climate Action Plan, has been prepared for the purpose of compliance with the Federal Transit Administration Dear Colleague Letter dated December 1, 2021, requiring such a plan for continued eligibility under certain federal funding sources. This plan also serves as the foundation of the Yuba-Sutter Transit Zero-Emission Roll-Out Plan that under the California Air Resources Board adopted Innovative Clean Transit Rule is due by July 1, 2023.

This plan formalizes Yuba-Sutter Transit's intentions for the implementation of zero-emission buses (ZEBs) and the ultimate conversion to an all-ZEB fleet. As a result, this plan documents the key long- and short-term capital investments which ultimately include a new maintenance, operations, and administration facility as well as planned ZEB purchases to modernize and improve the safety and efficiency of the fleet. While Yuba-Sutter Transit anticipates challenges with infrastructure development and the implementation of new technologies, it is believed that first constructing the Next Generation Transit Facility before taking delivery of the first ZEBs will help to avoid many of the issues and shortcoming with early ZEB implementation especially for smaller transit systems and ultimately result in a more effective approach to reducing GHG emission in the bi-county region.

## Service Area

The sole provider of public transportation for the Counties of Sutter and Yuba and the Cities of Live Oak, Marysville, Wheatland and Yuba City, Yuba-Sutter Transit operates a network of local fixed route, intercity commuter, demand-response (Dial-A-Ride) and rural route services for the bi-county area. Service is operated Monday through Saturday. No service is provided on Sundays or major holidays. Yuba-Sutter Transit contracts with a private provider for the operation and maintenance of all services.

Yuba-Sutter Transit has a fleet of 51 revenue vehicles (22 fixed route, 16 demand response/rural route and 13 commuter buses) operating six urban fixed routes; three rural routes; an urban Dial-A-Ride service; and an intercity commuter service between Marysville/Yuba City and downtown Sacramento. Yuba-Sutter Transit's six local fixed routes serve the Cities of Yuba City and Marysville and the unincorporated Yuba County communities of Linda and Olivehurst. A total of 931,951 passenger trips were provided by these services in FY 2019.

## Services Provided

The following core services are currently being provided by Yuba-Sutter Transit. It is anticipated that these offerings may expand with the completion of a Comprehensive Operational Analysis in 2023 and the anticipated completion of the Next Generation Transit Facility in 2025.

### Fixed Route

Yuba-Sutter Transit offers six fixed routes that generally operate from 6:30 a.m. to 6:30 p.m. on weekdays and from 8:30 a.m. to 5:30 p.m. on Saturdays. Route 1 is a trunk route offering half-hour

service across the urban area from the Walton Terminal in west Yuba City to Yuba College in east Linda. Route 2 is a loop route of Yuba City that offers half-hour service on weekdays and hourly service on Saturdays. Route 5 is an hourly service that connects south Yuba City with the Walton Terminal for connections to Routes 1 and 2. Route 4 is an hourly loop route of Marysville with service to the North Beale Transit Center in Linda for connections with Routes 1, 3 and 6. Route 3 is a half-hour route serving the Linda/Olivehurst communities from south Olivehurst to Yuba College with connections to other routes at the North Beale Transit Center. Route 6 is an hourly service in Linda that offers connections with other routes at Yuba College and the North Beale Transit Center.

### Dial-A-Ride

The Dial-A-Ride service is available in the urban area from 6:30 a.m. to 9:30 p.m. on weekdays and from 8:30 a.m. to 5:30 p.m. on Saturdays. The service is available only to eligible seniors (65+) and persons with disabilities except after 6:00 p.m. on weekdays when is open to all passengers without restriction.

### Rural Routes

The Foothill Route connects the communities of Brownsville, Oregon House, Willow Glen, and Loma Rica to Marysville offering two roundtrips every Tuesday, Wednesday, and Thursday. Passengers can connect with other Yuba-Sutter Transit services at the Yuba County Government Center in Marysville.

The Live Oak Route offers two roundtrips between the City of Live Oak and Marysville/Yuba City on weekdays. Passengers can connect to other Yuba-Sutter Transit services at the Alturas & Shasta Terminal in Yuba City or at the Yuba County Government Center in Marysville.

The Wheatland Route offers one round trip each weekday between the City of Wheatland and Linda and Marysville. Connections to other Yuba-Sutter Transit services are possible at the North Beale Transit Center in Linda and at the Yuba County Government Center in Marysville.

### Commuter Service

Yuba-Sutter Transit provides both peak hour commuter and midday service each weekday between Marysville/Yuba City and downtown Sacramento via both the State Route (SR) 99 and SR 70 corridors. The commuter service consists of ten morning runs (six via SR 99 and four via SR 70) and ten afternoon runs from Sacramento (six via SR 99 and four via SR 70). Morning downtown arrival times are provided between 6:15 and 7:40 a.m. Afternoon commute trips leave downtown Sacramento between 3:45 p.m. and 5:35 p.m. The Mid-Day Express offers three round trips each weekday that arrive in downtown Sacramento at 9:00 a.m., noon and 2:00 p.m. (one via SR 99 and two via SR 70). Connections to other Yuba-Sutter Transit services are possible at several locations in both counties. Connections to other Sacramento area transit bus and rail operations are possible in downtown Sacramento.



## 2. Facility Needs

Yuba-Sutter Transit's existing operations, maintenance and administration facility is an over 60-year-old former Seven-Up Bottling plant that was purchased and converted for transit use in 1996 and expanded again in 2011 to its current maximum capacity. This undersized (3.2-acre) and technologically obsolete facility lacks sufficient space to accommodate future growth or transition to a zero-emission bus fleet.

### Next Generation Transit Facility

Knowing that the current facility has limited space, a battery electric bus feasibility study was completed in 2018 as part of the Yuba-Sutter Transit Corridor Enhancement Plan. This analysis concluded that space and local utility power limitations would allow for the conversion of only 12 buses to battery electric operation before a significant investment would be required to both the on- and off-site infrastructure and the limited size of the site could not allow even the transition of the existing 51-bus fleet let alone provide any room for future growth thus necessitating an investment in a replacement, long-term facility.

Therefore, the linchpin for Yuba-Sutter Transit to transition to ZEB operation is the construction of a new Next Generation Zero-Emission Transit Maintenance, Operations and Administration Facility with the capacity to maintain and operate enough ZEBs to accommodate system growth well into the future.

Knowing this, Yuba-Sutter Transit completed a facility feasibility and site selection study that resulted in the July 2021 purchase of the preferred 19.7-acre site. Funding is now being sought for the design and construction of this facility using the services of a grant writing consultant to assist in this process. The facility, which will be designed to house transit operations for the next 30 - 50 years. The new facility will initially be constructed with the electrical infrastructure to support a fleet of battery-electric buses with a significant amount of solar power generation and on-site energy storage as well as sufficient space for a potential hydrogen fueling station should that option be appropriate in the future. Space will also be available for alternative clean modes of transportation for implementation as they make sense in the region.

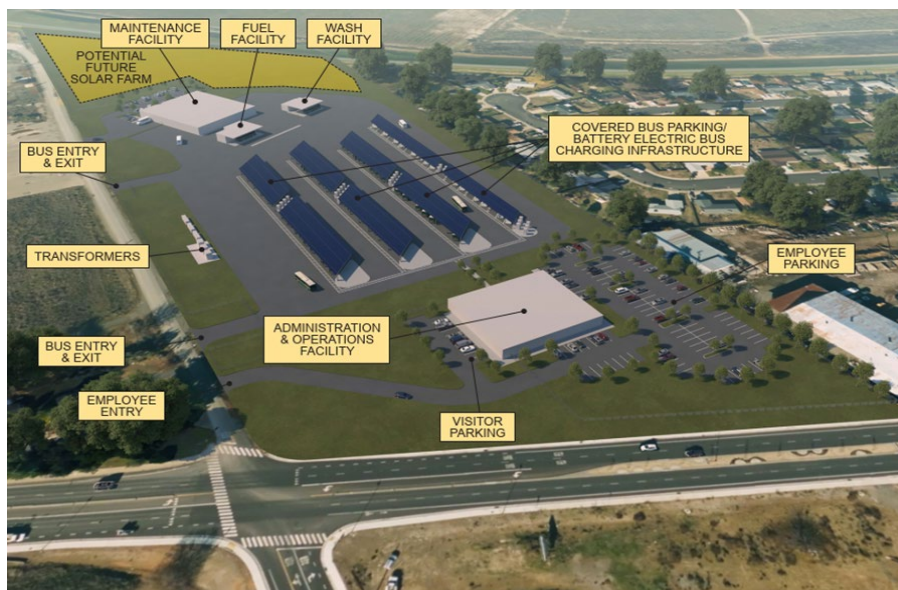


Figure 1 Rendering of the Next Generation Transit Facility

The ability of Yuba-Sutter Transit to even start this transition is contingent upon the construction of a new facility as the decision has been made not to expend time, energy, and funding for this purpose on the current site as it will soon be vacated and sold. As a result, local and discretionary funding is being set aside to match state and federal funds to construct a new facility that at completion is currently

expected to cost approximately \$47.5 million. The facility will initially have the infrastructure in place to allow for the operation of eight ZEBs which will be easily expandable as additional ZEBs are purchased. The facility is currently scheduled for completion by the end of 2025 if the necessary funding is obtained through the various state and federal grants that are now being submitted.

### Long Term Fleet Management Plan

Yuba-Sutter Transit’s goal is to maintain a modern reliable fleet of vehicles appropriately sized for the services provided. For this reason, 28 of the current 51-bus fleet were replaced between 2018-2022.

*Table 4: Current information on makeup of bus fleet*

Number of Buses	In Service Year	Bus Make	Bus Model	Fuel Type	Length	Bus Type	Planned Replacement
3	2010	MCI	D4500	Diesel	45	Over the Road	2026
3	2012	MCI	D4500	Diesel	45	Over the Road	2026
7	2018	MCI	D4500	Diesel	45	Over the Road	2033
6	2013	Gillig	G27B	Diesel	35	Standard	2026
5	2014	Gillig	G27B	Diesel	35	Standard	2026
11	2019	Gillig	35DD	Diesel	35	Standard	2032
6	2014	Chevy	Titan II 4500	Diesel	25	Cutaway	2022 & 2029
10	2019	Ford	Glaval	Gasoline	24	Cutaway	2029

Consequently, there is a window until 2026 when the next new buses are scheduled to arrive for Yuba-Sutter Transit to construct the Next Generation Transit Facility without delaying the transition to an all-ZEB fleet. The new facility will be set up initially for BEBs, but Yuba-Sutter Transit will remain fuel agnostic and consider any zero-emission technology that could be implemented to benefit our patrons. As a result, preliminary layouts of the new facility leave adequate space for a future hydrogen fueling facility should advancements in hydrogen production and storage become cost competitive. In the meantime, a significant amount of solar production capacity with onsite energy storage will be installed to ensure reliance and reduce the cost of fueling ZEBs allowing more capital funds to be available for the purchase of ZEBs.



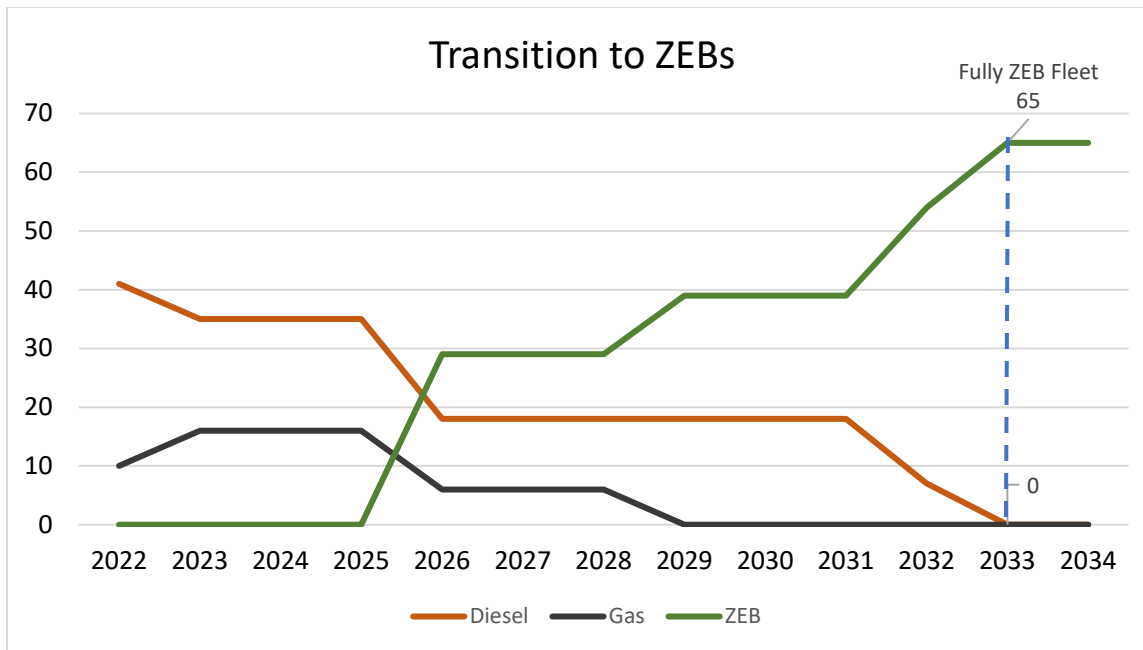


Figure 2 Graph showing potential ZEB conversion if sufficient funding can be obtained.

The new facility will be constructed with ample capacity to charge BEBs. Therefore, as funding allows, Yuba-Sutter Transit will purchase up to 100% BEBs starting in 2026. This is based on the rate of technological advancement, costs, and availability of BEBs of the type and size needed. Preliminary analysis shows that buses currently available can operate our fixed route system based on climate, terrain, daily mileage, and hours of daily operation. Over the road coaches are just now being produced, but it appears that their range will be sufficient to make the current 90-mile round trip to Downtown Sacramento each morning and afternoon though turn-arounds may be problematic. There still needs to be advancement in range and/or battery capacity of cutaway buses for the Dial-A-Ride service as the current range of 120 miles (80-90 miles real world range) is barely sufficient to meet our operational needs. It is anticipated that by the next delivery date for cutaway buses in 2026, such vehicles will be available.

## 3. Policy and Legislation

The following policies have impacted and will continue to influence decisions over the coming years.

### California Air Resource Board's Innovative Clean Transit Regulation

In December 2018, the California Air Resources Board (CARB) passed the Innovative Clean Transit (ICT) regulation which is designed to transition all public transit agencies in the State of California from conventional internal combustion engine powered buses (compressed natural gas, diesel, etc.) to zero-emission buses (battery-electric or hydrogen fuel cell electric) by 2040. The regulation requires a progressive increase of an agency's new bus purchases to ZEBs based on their fleet size. Under the ICT regulation, each agency's purchase requirements are based on its classification as either a "Large Transit Agency" or a "Small Transit Agency". As a small agency, beginning January 1, 2026, 25% of all Yuba-Sutter Transit bus orders must be ZEBs until January 1, 2029, when 100% of all buses ordered must be ZEBs.

In addition to the ICT regulation, California has also implemented the Low Carbon Fuel Standard to provide credits to those that utilize clean fuels and funding to help support GHG reducing activities. These are just two of the programs that play a part in California's broader climate change strategy that affect Yuba-Sutter Transit. The foundation of these programs is the California Global Warming Solutions Act of 2006 and Senate Bill (SB 32) in 2016 that set the goal of reducing GHG emission to 40% below 1990 levels by 2030.

### Zero-Emission Bus Fleet Conversion Policy

In July 2021, the Yuba-Sutter Transit Authority Board of Directors adopted the Zero-Emission Bus Fleet Conversion Policy. This policy committed the agency to the 100% conversion to zero-emission buses by 2035, well in advance of the statewide goal of 2040. This action was contingent upon receiving adequate funding to construct the Next Generation Zero Emission Transit Maintenance, Operations and Administration Facility by 2026 to maintain and operate ZEBs as well as to cover the incremental cost of the vehicles. With the new facility, the 2035 goal is attainable based on the current fleet replacement plan which assumes the turnover of the entire fleet by that date. This policy was adopted in response to, and in support of, the California Air Resources Board (CARB) passed ICT regulation which requires that all public transit agencies gradually transition to a 100% zero-emission fleet with a statewide goal for full transition of 2040.

### Sustainable Transit for a Healthy Planet Challenge

Yuba-Sutter Transit joined the Federal Transit Administration (FTA) healthy planet challenge in 2021 and consequently developed a Transit Climate Action Plan as required by the challenge. The agency Transit Climate Action Plan contains several goals to minimize the carbon footprint of transit operations such as to install employee and public chargers to encourage ZEV use; minimizing energy use of the facility through efficiency improvements and the installation of solar power generation; and increases to transit ridership. Most importantly it contains intermediate steps that include the purchase of ZEBs even before they are required as part of the ICT to begin the early conversion to a 100% zero emission fleet by 2035. The Yuba-Sutter Transit Climate Action Plan will continue to be implemented and updated as needed.

## 4. Local Energy Provider

The Yuba-Sutter Transit service area is served by the investor-owned public utility company Pacific Gas and Electric (PG&E) for both electric and gas service. The [PG&E EV Fleet Program](#) helps fleets easily and cost-effectively install charging infrastructure to save money, eliminate tailpipe emissions, and power large fleets. This comprehensive program provides incentives and rebates for EV infrastructure (depending on facility location and vehicle types), construction, and mainline power delivery upgrades. Under this program, PG&E covers the cost to bring the anticipated power needed to the site from the nearest substation. The program also can provide substantial construction and logistical support, including site design and permitting assistance. Yuba-Sutter Transit will apply to participate in the program when further along in the new facility design process.

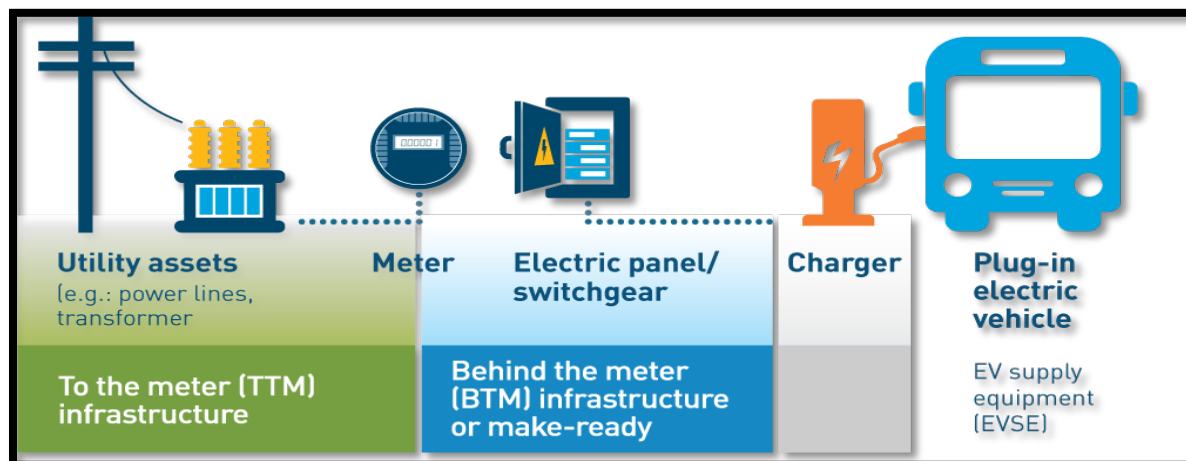


Figure 3: PG&E Graphic of program to help implement heavy duty electric vehicles into fleets.

Yuba-Sutter Transit staff has been in contact with our assigned PG&E Electric Vehicle Onboarding Specialist to express interest in participating in the fleet ready program. The program would cover the cost to bring the necessary power needed over a 10-year planning horizon to the new Next Generation Transit Facility site. This program would potentially remove a major obstacle to fleet transition by providing a substantial financial investment to upgrade the electrical grid to provide sufficient power for future bus fleet charging. Additionally Yuba-Sutter Transit will be working with PG&E to install solar on the Next Generation Transit Facility during initial construction to offset facility energy costs and reduce energy needed for BEB charging. As additional BEBs are purchased, coordination of a 1.52 MW solar field will to be constructed on approximately 3 acres behind facility to minimize energy charges. Consequently, more funding can be directed to facility construction and the purchase of ZEBs. PG&E has also provided “Take Charge: A Guidebook to Fleet Electrification and Infrastructure” which contains a significant amount of decision-making information to assist in the coordination with PG&E.

### Resiliency

The Next Generation Transit Facility Plan focused on the resiliency of the new facility as it is essential that the facility can continue to operate during natural disasters and extreme weather events. With the transition to ZEBs, this will entail redundant electrical systems and onsite energy generation and storage to guard against grid interruptions due to natural disasters prone to this area such as floods, wildfire, or extreme heat events. The Next Generation Transit Facility will partner with PG&E to create a DC microgrid to build a stronger more resilient electric grid. The Community Microgrid Enablement Tariff (CMET) program led by PG&E was launched in April 2021 and allows the development of microgrids and

resiliency solutions. This will enable Yuba-Sutter Transit to remain fully operational during grid interruptions and help build overall grid resiliency in the future. With ample space for solar power generation at the new site, funding and ever improving energy storage technology, the Next Generation Transit Facility will be able to achieve the goal of being able to provide reliable transportation services with ZEBs, even during emergencies and extreme weather events.

# 5. Costs and Funding Opportunities

The Yuba-Sutter Transit Board has made a commitment to be 100% zero emission by 2035 if sufficient funding can be obtained to construct a facility with the necessary fueling infrastructure to support a ZEB fleet by 2026 as well as to cover the incremental cost of the vehicles. Following the current Capital Improvement Plan (CIP), this goal would be achieved by as early as 2033. As shown below, this would require \$53.3 million for these purchases based on 2022 prices assuming implementation of BEB technology.

*Table 5 Estimated Cost of 100% fleet conversation to ZEB by 2033*

Year	Number of ZEB Purchased	Percentage ZEB	Facility/ZEB Bus Types	ZEB Bus Fuel Types	Required BEB Range	Estimated Cost Per ZEB	Total Cost
2025			Next Generation Transit Facility				\$47,500,000
2026	6	100%	Over-the-Road Bus	Battery Electric	200	\$1,300,000	\$7,800,000
2026	13	100%	Standard Bus	Battery Electric	200	\$1,000,000	\$13,000,000
2026	10	100%	Cutaway	Battery Electric	125	\$250,000	\$2,500,000
2029	10	100%	Cutaway	Battery Electric	125	\$250,000	\$2,500,000
2032	15	100%	Standard Bus	Battery Electric	200	\$1,000,000	\$15,000,000
2033	11	100%	Over-the-Road Bus	Battery Electric	200	\$1,300,000	\$14,300,000
<b>Total</b>	<b>65</b>						<b>\$102,600,000</b>

To achieve this level of funding, capital from multiple funding sources including federal formula and discretionary funds, state funds, local funds, and special grant funding. The table below lists the existing funding sources that can potentially fund this transition, but it is likely that additional funding sources will be needed. Yuba-Sutter Transit has designated a significant amount of discretionary funds for the facility project and for future investments in BEBs. In addition, Yuba-Sutter Transit has already received an \$8.5 million grant from the California Affordable Housing and Sustainable Communities Program to fund a significant portion of electrical infrastructure, solar, and BEB/ZEV chargers in the new facility.

In recent years, there has been increased funding at the state and federal level as well as development of new programs specifically to aid agencies in ZEB fleet and facility planning, construction and operation. This trend will need to continue in addition to the projected stagnation or reduction in ZEB prices that is expected to come from economies of scale as increased quantities are purchased over time. Additionally, the projected fuel and maintenance savings from BEB operation will need to be realized in real world operations to free up funds for the purchase of still more ZEBs.

Table 6 Potential Funding Sources for Fleet Conversion to ZEB

Type	Agency	Program
Federal	United States Department of Transportation (USDOT)	Rebuilding America Infrastructure with Sustainability and Equity (RAISE) Discretionary Grant Program
		Capital Investment Grants – New Starts
		Capital Investment Grants – Small Starts
		Transit Infrastructure Project Appropriation
		Transportation Infrastructure Finance and Innovation Act (TIFIA) loan
	Federal Transportation Administration (FTA)	Bus and Bus Facilities Discretionary Grant
		Low- or No-Emission Vehicle Grant
		Metropolitan & Statewide Planning and Non Metropolitan Transportation Planning
		Urbanized Area & Rural Area Formula Grants
		State of Good Repair Grants (SGR)
		Flexible Funding Program – Surface Transportation Block Grant Program
US Department of the Treasury	New Market Tax Credits	
	Opportunity Zones	
State	California Air Resources Board (CARB)	Low Carbon Fuel Standard Credits
		Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP)
		Cap-and-Trade Funding
		State Volkswagen Settlement Mitigation
		Clean Mobility Options
	California Energy Commission	California Lending for Energy and Environmental Needs (CLEEN)
		Clean Transportation Program
	California Transportation Commission (CTC)	Solution for Congested Corridor Programs (SCCP)
	California State Transportation Agency	Transit and Intercity Rail Capital Program (TIRCP)
	California Department of Transportation (Caltrans)	Low Carbon Transit Operations Program (LCTOP)
		State Transit Assistance (STA) funds
State of Good Repair (SGR)		
Local	SACOG Grant Programs	SACOG Regional Program: Transformative
		SACOG Regional Program: Maintenance & Modernization
	Yuba-Sutter Transit	Joint Development
		Sale of excess facility
		Advertising revenues
		Farebox
		Local Transportation Funds (LTF)
Public-Private Partnership		

## 6. Employee Training

Yuba-Sutter Transit understands that all operating and maintenance personnel will need some level of training to seamlessly transition to a ZEB fleet. Staff must develop new routines and procedures to handle all aspects of owning, fueling, maintaining, and operating ZEBs. At a minimum, the following positions with the current number of personnel will need sufficient training to safely and efficiently achieve this.

- Drivers (48)
- Dispatchers (6)
- Maintenance (7)
- Utility (6)

### On and Offsite Training

Yuba Sutter Transit will work with the incumbent private transit service contractor to ensure the necessary training is received. There are a few ways in which this will be achieved. First, Yuba-Sutter Transit is fortunate that several bus manufactures are accessible within a few hours of our Northern California facility. This will enable staff to attend manufacturer-offered training at their facilities as well as specialized training at Yuba-Sutter Transit's facility. Secondly, when ZEBs are procured, the contract will contain required on-site training for employees that will take place before delivery and at least one year after delivery. This approach will also be taken with chargers, repair equipment and the operation of ZEBs. It is also essential that bus operators receive the requisite training to safely and efficiently operate ZEBs. With new technology, it is anticipated that virtual reality training as well as live virtual reality sessions can be used by OEM instructors to teach or even instruct mechanics in actual repairs remotely.

Additionally, there are opportunities through the Federal Technical Assistance and Workforce Development program that will provide technical assistance in training staff. Additionally, Sunline Transit Agency located in Thousand Palms, California operates the West Coast Center of Excellence in Zero Emission Technology. Below is the list of classes that the Center currently offers to provide essential training to guide and assist the ZEB implementation process. Yuba-Sutter Transit has been in contact with Sunline staff on the availability and schedule of these essential trainings.

- Overview
  - New leadership role with ZEB adoption
  - Establishing agency mission and policies to support ZEB fleet and expansion
  - Encouraging organizational cultural shift
  - Developing staff ownership of ZEBs
- Zero-Emission Bus Overview
  - Introduction to ZEB technology
  - Differences between ZEBs and incumbent technologies
  - ZEB demonstrations globally
  - Introduction to ZEB fueling

- ZEB and fueling vendors
- Industry standards developed and in development
- Zero-Emission Bus Operations
  - Introduction to zero-emission bus technology
  - Differences between ZEBs and incumbent technologies
  - Dashboard familiarization
  - ZEB fueling training
  - Preventing road calls
- Zero-Emission Bus Maintenance
  - Introduction to ZEB technology
  - Differences between ZEBs and incumbent technologies
  - Preventative maintenance practices for ZEBs
  - Unscheduled maintenance practices for ZEBs
  - General and high-voltage safety training
  - Basic diagnostics and troubleshooting
- Fiscal Management
  - ZEB grant management
  - ZEB total cost of ownership
  - Funding opportunities
  - ZEB budget development
- Zero-Emission Bus Procurement
  - Federal Transit Administration guidelines for ZEBs
  - American Public Transportation Association White Book: Zero-Emission Technical Standards
  - Contract Options for ZEBs
- Zero-Emission Bus Policies and Regulations
  - Federal Transit Administration guidelines for ZEBs
  - American Public Transportation Association White Book: Zero-Emission Technical Standards
  - Contract Options for ZEBs
- Planning for ZEB Operation
  - Federal Transit Administration guidelines for ZEBs
  - American Public Transportation Association White Book: Zero-Emission Technical Standards
  - Contract Options for ZEBs

## Facility Construction

Yuba-Sutter Transit is coordinating with training programs such as North State Builds and America's Job Center of California to determine the type of training and the number of potential workers locally that are completing the training. These organizations are currently offering a 140-hour pre-apprenticeship training to open the door for careers in the construction industry. These training programs work in cooperation with local State Building Trades Union Apprenticeship Programs to provide the necessary training so that participants can move onto apprenticeships and careers in construction. Projections show that construction of the Next Generation Transit Facility and the transition to a BEB fleet will support over 400 jobs. Ideally, many local qualified firms will be able to participate in some phase of the construction of the facility. It is hoped that the Next Generation Transit Facility will be a local source of



pride and elevate investment in vacant parcels in the surrounding area to maintain local construction jobs.

### Facility Operation Training

With ZEB implementation still being a few years away due to the need to construct the Next Generation Transit Facility, Yuba-Sutter Transit will be proactive in preparing employees for the change in vehicle and facility operations due to the new fuel source and charge management software. Centralized energy management software systems use artificial intelligence and automation to reduce human error, increase operational efficiency, reduced costs by charging off peak times, lengthen battery life, and increase safety. Proper training to utilize all of the high-tech aspects of the Next Generation Transit Facility will benefit daily operations as well as the availability of transportation during emergency situations.

Yuba-Sutter Transit is aware that these increasingly sophisticated systems will add work and responsibilities which may require additional staff, especially those with the specific knowledge and abilities to complete these tasks. However, existing staff will be given training and opportunities to acquire the necessary knowledge and skills to operate the ZEB equipment and software to qualify for transfer or promotion to new positions as job opportunities become available within the agency. In addition, training for the use and operation of new systems and software will be written into the contract specifications when the equipment or software is purchased from vendors. Secondly, Yuba-Sutter transit will work with local officials, especially first responders, to ensure that they have received the necessary training to respond to emergencies specific to BEBs such as fires. This will benefit first responders as the number of ZEV and zero-emission heavy duty vehicles continues to grow.