

AGENDA ITEM IV – A

YUBA-SUTTER TRANSIT AUTHORITY MEETING MINUTES NOVEMBER 19, 2020

I. Call to Order & Roll Call (4:03 pm)

Present: Cardoza, Fletcher (Vice-Chair), Hudson, Leahy (4:05), Samayoa, Shaw, and Sullenger (4:21).

Absent: Whiteaker

II. Public Business from the Floor

None.

III. Consent Calendar

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

IV. Reports

A. Yuba-Sutter Transit Agency Safety Plan (ASP) for 2020.

Martin presented the Yuba-Sutter Transit Agency Safety Plan noting that the FTA implemented a new rule in July 2019 requiring all public transit agencies that receive certain public funding to create, approve and implement their own Agency Safety Plan under the Public Transportation Safety Plan rule. The original submission date was to be July 31, 2020 but due to COVID-19 that date was extended to December 31, 2020.

The FTA requires state transportation agencies such as Caltrans to draft and certify agency safety plans for small transportation agencies like Yuba-Sutter Transit. While there is an option to opt-out of the state's oversight plan, staff saw no value in doing so at least for this initial year and have used the Caltrans template. The draft ASP has been reviewed by both Caltrans and FTA and is approved for certification upon Board approval.

Martin introduced Amy White, Program Analyst, who was the Project Manager for this project. She will be conducting training with the Storer Transit Systems team in December to carry out and maintain this plan. It will be an annual process and will need to be updated and re-certified by July 20th each year starting in 2021.

Director Cardoza made a motion of adopt Resolution 9-20 approving the Yuba-Sutter Transit Agency Safety Plan for calendar year 2020. Director Hudson seconded the motion and it carried unanimously.

B. Regional Waste Management Authority (RWMA) Organizational Study Recommendations.

Martin shared the recommendations of the Regional Waste Management Authority's Organizational Study as some will affect the long-term staffing relationship that Yuba-Sutter Transit has had with the RWMA going back to March 1988. In January 2020, the RWMA authorized an agreement to do an organizational study

after it had become clear that the complexity of solid waste management including up-coming regulations as well as pending staff changes made it necessary to look at what the organization needs to be going forward to manage the solid waste system in the area. The study recommendations were presented to the RWMA Board of Directors at their October meeting at which time they were conceptionally approved.

The primary recommendation was that the member agencies empower and equip the RWMA to be the solid waste planning, management, monitoring, reporting and possibly contracting organization for the member agencies going forward. The implementation recommendations include the hiring of permanent staff for the RWMA to replace the long-time contract and temporary staff that has been provided. The study found that the current RWMA organizational structure was not sufficient to manage the system going forward.

The main issue for the Yuba-Sutter Transit board is that the contract staffing relationship with the RWMA that has been in place since 1988 will be discontinued. The total financial impact would be approximately \$40,000 this year, but this would not fully take effect until FY 2023. While the intended changes are targeted for implementation July 1, 2021, the RWMA plans to maintain a month to month relationship with the current staff to help in the transition.

Martin noted that the complete PowerPoint presentation that was provided to the RWMA Board by the study consultant was provided in the agenda packet. Martin offered to take questions, but none were asked.

C. First Quarter Performance Report for FY 2020-21.

Martin stated that this quarterly report is the first to contain only COVID related months for a full comparison of the overall impact on ridership and service hours. The operation has been stable through this three-month period compared to the same period during the previous fiscal year. Our experience has been similar to peer systems in the Sacramento region and around the country with most seeing an overall decrease of at least 50 – 60 percent while some are seeing decreases of up to 90 percent.

Due to the current increase in local COVID infections, it does not appear that the situation will change much over the next few months. Middle- and high-school students are not likely to return to campus any time soon while Dial-a-Ride ridership is dominated by clients from the Alta California Regional Center who is not currently operating their day programs. Sacramento ridership is tied to state employment where most are still telecommuting. Martin noted that a survey of our Sacramento riders will be closing soon and the results of that survey will be shared at the next meeting.

Martin noted that new ads were produced and installed on buses, shelters and benches to promote the discounted monthly local and rural route pass program. He also noted that the last two weeks of December will be fare free on the local and rural routes the last two weeks of the holiday December holiday period from December 21st through January 2nd. The lost revenue will be covered by a grant from the State Cap and Trade Program. This is typically a low ridership period so the hope is to encourage ridership when the concern over passenger capacity limits is low.

D. Project & Program Updates

1. COVID-19 Impacts and Response

Martin noted that there are no new COVID-19 related operational changes to report since the October meeting. There have been no significant issues with passenger capacity limits on the local fixed route buses as we are averaging less than one passenger pass-by a day. One concern has been on-board face mask compliance and a random sampling of three routes showed an average of just 55% passenger compliance

with the state's mandate for wearing a face covering while riding public transit. This rate may increase when the face mask dispensers that have been ordered arrive and are installed to encourage people without masks to wear one while riding.

2. FRAQMD Blue Sky Grants (Finance Committee Recommendation)

Martin stated that the FRAQMD Finance Committee is recommending award of the requested funding to continue the discount monthly pass program through March 2022, but they did not recommend an award for the Live Oak Service Extension. The funding amount available was significantly less this year and many projects saw reduced funding or no funding at all.

3. Annual Unmet Transit Needs Hearing Results

Martin stated that the Annual Unmet Transit Needs Hearing was conducted by SACOG on Tuesday, October 27th and it was chaired by Director Leahy. Only one member of the public attended the hearing and they requested service from Plumas Lake to Marysville and Yuba City. Several comments were received prior to the hearing that also requested fixed route and Dial-a-Ride service for Plumas Lake as well as later and early service on the local fixed routes. These requests will be reviewed by SACOG to determine if they rise to the level of an unmet transit need that is reasonable to meet.

4. Next Generation Transit Facility Plan

Martin stated that no significant comments on the site selection process were received during the public input process for the Next Generation Transit Facility Plan. The financial plan is now being developed and a final draft plan and a preferred site recommendation will be presented at the January or February board meeting.

5. Other Items

In addition, Martin added that the COVID-19 Research Demonstration Grant application was submitted on November 2nd requesting \$302,320 in federal funds for a \$533,000 two-year project to expand and enhance the weekday evening Dial-a-Ride service. This project would be developed in association with software and service vendor Via using our vehicles and staff. All expenses in excess of what is currently being spent for the service would come from grant funds so it would not increase out of pocket expenditures.

Martin also recognized that the California Transit Association's Small Operators 2020 Transit Professionals of the Year Award was presented this morning at their annual conference to California's Frontline Transit Workers. He shared the video that was shown at the conference that included some employees from our contractor Storer Transit Systems. Martin expressed his admiration and gratitude to all the frontline workers who keep Yuba-Sutter Transit running noting that they will all be recognized with banners, buttons, stickers and posters on the buses for the remainder of the year. Mr. Renick House, General Manager of Storer's Yuba-Sutter division, said the employees have been working very hard and would be grateful for the recognition.

VI. Correspondence/Information

None.

VII. Other Business

Director Cardoza stated this would most likely be his last meeting and he expressed his gratitude to the staff and Board for the opportunity to serve.

Director Sullenger, noting that this might be his last meeting as well, shared similar sentiments.

VIII. Adjournment

The meeting was adjourned at 4:35 pm.

THE NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY, DECEMBER 17, 2020 AT 4:00 PM IN THE YUBA COUNTY BOARD OF SUPERVISORS CHAMBERS UNLESS OTHERWISE NOTICED.