



## MEETING NOTICE & AGENDA

**DATE:** Thursday, August 15, 2019

**TIME:** 4:00 P.M.

**PLACE:** Board of Supervisors Chambers  
Yuba County Government Center  
915 8<sup>th</sup> Street  
Marysville, California

### I. Call to Order & Roll Call

Cardoza, Fletcher, Hudson, Leahy (Chair), Samayoa, Shaw, Sullenger and Whiteaker (Vice-Chair)

### II. Public Hearings & Presentations

A. **California Air Resources Board (CARB) Integrated Clean Transit (ICT) Regulations.** Staff presentation on the local impact of the adopted version of this new state zero emission bus initiative. (Attachment)

RECOMMENDATION: Information only.

### III. 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.

### IV. Consent Calendar

All matters listed under Consent Calendar are considered to be 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 Meeting of July 18, 2019. (Attachment)
- B. Disbursement List for July 2019. (Attachment)
- C. Monthly Performance Report for July 2019. (Attachment)

### V. Reports

A. **FREED Center for Independent Living Senior Transportation Voucher Program Memorandum of Understanding (MOU).** Review and consideration of an agreement to extend the existing grant funded program through at least June 2021. (Attachment)

RECOMMENDATION: Authorize execution of the FREED Dial-A-Ride Voucher MOU as proposed.

B. **2018/2019 Yuba County Grand Jury Report Response.** Review and consideration of the draft response to the Grand Jury's findings and recommendations regarding the existing bus service in the Johnson Park area of Olivehurst. (Attachment)

RECOMMENDATION: Authorize the submission of the 2018/2019 Yuba County Grand Jury Report Response as proposed or amended.

- C. **Feather River Air Quality Management District (FRAQMD) Blue Sky Grant Projects for FY 2019/2020.**  
Discussion and direction regarding priority projects for the preparation and submittal of annual grant applications. (Attachment)

RECOMMENDATION: Direct staff as desired.

- D. **FY 2019 Annual Performance Report.** (Attachment)

RECOMMENDATION: Information only.

- E. **Project & Program Updates.**

1. July 1<sup>st</sup> Fare Increase, Fare Policy Changes and Sacramento Service Expansion
2. Service Contractor Transition Process
3. CAD/AVL Program Implementation

RECOMMENDATION: Information only.

**VII. Correspondence/Information**

**VIII. Other Business**

**IX. Adjournment**

**THE NEXT MEETING IS SCHEDULED FOR THURSDAY, SEPTEMBER 19, 2019  
AT 4:00 P.M. AT THE YUBA COUNTY GOVERNMENT CENTER**

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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 II – A  
STAFF REPORT

**CALIFORNIA AIR RESOURCES BOARD (CARB)  
INNOVATIVE CLEAN TRANSIT (ICT) REGULATIONS**

In December 2018, the California Air Resources Board (CARB) adopted new regulations mandating the purchase of zero emission battery or fuel-cell electric buses by public transit agencies beginning as early as January 1, 2023. The Innovative Clean Transit (ICT) regulation requires that all public transit agencies gradually transition to a 100 percent zero-emission bus (ZEB) fleet by 2040. The regulation applies to all transit agencies that own, operate, or lease buses with a gross vehicle weight rating (GVWR) greater than 14,000 lbs. and it includes standard, articulated, over-the-road, double-decker, and cutaway buses. This includes every bus type that is now operated in Yuba-Sutter Transit's fleet of 51 revenue vehicles.

While staff has regularly updated the Board on this issue over the last two years, especially as it relates to the impact on Yuba-Sutter Transit's operating and maintenance facility in Marysville, the purpose of this agenda item is to provide a comprehensive overview of the new regulations and related issues for information and future reference. To facilitate this process, attached is an adapted version of the PowerPoint slide show that was presented by CARB staff during a January 2019 webinar for members of the California Transit Association on the adopted Innovative Clean Transit (ICT) regulations.

Following the staff PowerPoint presentation, staff will be prepared to answer questions and to discuss this issue in as much detail as desired.

RECOMMENDATION: Information only.

8-15-19



# Innovative Clean Transit Regulation

California Transit Association Webinar  
January 31, 2019

As Amended by Yuba-Sutter Transit  
August 6, 2019

# OVERVIEW

- Innovative Clean Transit regulation
- Comprehensive review
- Funding opportunities
- Next steps



# SUMMARY OF INNOVATIVE CLEAN TRANSIT REGULATION

- Applicability and fleet size
- Zero Emission Bus (ZEB) rollout plan
- ZEB purchase requirements
  - Discharge of early ZEB purchases
  - Flexibility, exemptions and bonus credits
- Low-NOx engines and renewable fuels
- Annual reporting and record keeping



## APPLICABILITY AND PURCHASE DEFINITION

- Applies to all transits that own, operate, or lease buses with GVWR > 14,000 lbs.
  - Include standard, articulated, over-the-road, double-decker, and cutaway buses
- Does not apply to:
  - Caltrans, Caltrain, Amtrak, or local school districts
  - Vehicles operate on rails, trolleybuses, or school buses
- Purchase means when a transit identifies and commits funds to execute a Notice to Proceed (NTP), or to sign a lease or a purchase agreement with a bus manufacturer to begin with production of a bus



## REQUIREMENTS DIFFER BY FLEET SIZE

### A Large Transit Agency

- Serves area with populations >200,000
- Has >100 buses\* during peak operation
- Operates in South Coast or San Joaquin Valley
- Has >65 buses\* during peak operation

### A Small Transit Agency

All other transit agencies

\* Includes all buses with a GVWR >14,000 lbs., but excludes demand response



## ZEB ROLLOUT PLAN

- Individual transit agency plan on how to transition to zero emission buses by 2040
- Approved by the transit's board of directors and submitted to CARB
  - July 1, 2020 for large transit agencies
  - July 1, 2023 for small transit agencies
- Inform funding plans, utility planning, and engages general public
- Not binding and expected to change



## REQUIRED ROLLOUT PLAN COMPONENTS

- Plan of full transition to ZEBs by 2040 (considering bus minimum useful life)
- Planned bus purchase schedule
- Identify types of ZEB technologies planning to deploy
  - Battery electric (on-route or depot charging or some combination of both), hydrogen fuel cell electric
  - Conversions
- Infrastructure build out schedule, location and type
- Workforce training (technician, driver, other)
- Describe how planned ZEBs would serve disadvantaged communities
- Identify potential funding sources

## ZEB PURCHASE SCHEDULE

- Full useful life for buses
  - 2023 requirement discharged if 850 ZEBs purchased by 12/31/2020
  - 2024 requirement discharged again if 1,250 ZEBs purchased by 12/31/2021
- Early ZEB purchases count towards future compliance
- Retain newly purchased ZEBs for at least 5 years, starting January 1, 2023

Year	ZEB Percentage of Total New Bus Purchases	
	Large Transit Agency	Small Transit Agency
2023	25%	-
2024	25%	-
2025	25%	-
2026	50%	25%
2027	50%	25%
2028	50%	25%
2029 & after	100%	100%

## LATER PHASE-IN FOR LESS COMMON BUS TYPES

- Purchase of zero-emission cutaway, over-the-road, double decker, and articulated buses
  - Starts on or after January 1, 2026
  - When bus type passes Altoona testing
- Voluntary ZEB purchases of these types still count towards compliance



## BONUS CREDITS TO RECOGNIZE EARLY ACTIONS

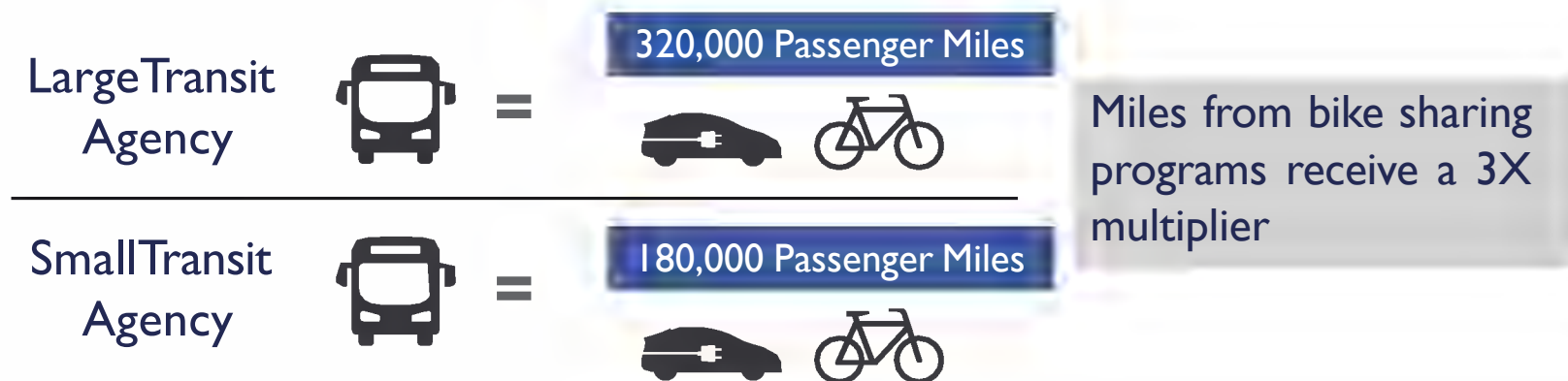
- Bonus credits count towards future obligations and extends funding eligibility
  - BEB and FCEB bonus credits expire on 12/31/2028
  - Electric trolleybus bonus credits expire by 12/31/2024
  - Bonus credits are not transferrable
- Do not count towards ZEB purchase discharge threshold

Technology	In Service	Bonus Credits
FCEB	January 1, 2018 to January 1, 2023	+1
FCEB	January 1, 2018	+2
BEB	January 1, 2018	+1
Trolley	January 1, 2018 to December 31, 2019	+1/10

FCEB= Fuel Cell Electric Bus; BEB= Battery Electric Bus

## ZERO-EMISSION MOBILITY (OPTIONAL)

- Zero-emission car sharing, vanpool, micro-transit, active transportation
  - Vehicles with GVWR <14,001 lbs., scooters, or bicycles
- To be used in lieu of ZEB purchases
- Transit agency must track zero-emission passenger miles for each eligible vehicle



## ZEB PURCHASE COMPLIANCE SUMMARY

- Required number of ZEBs based on percentage of new bus purchases each year
  - Round to nearest whole number
  - Subtract any available zero-emission bus bonus or zero-emission mobility credits
  - Does not increase for used ZEB purchases or conversions
- Meet required ZEB number with new bus purchases or ZEBs already in the fleet
  - New zero-emission bus purchases
  - Zero-emission buses already in the fleet
    - Prior purchases that have been delivered (new or used)
    - Leased buses that have been delivered
    - Conversions that are active in the fleet

## TRANSIT AGENCIES MAY COMPLY JOINTLY (OPTIONAL)

### ■ Criteria to form ZEB Joint Group

- All members must share infrastructure, or
- Be within the same Metropolitan Planning Organization (ie. SACOG), Regional Transportation Planning Organization, Air District, or Air Basin
- Submit the request one year before the Joint Group takes effect

### ■ Compliance requirements

- Comply with individual ZEB purchase requirements collectively (including bonus credits)
- If the largest member is a large transit agency it must meet its minimum number of ZEBs required
- Exemptions apply only if ZEB purchase requirements cannot be met by whole group
- May submit one rollout plan as a ZEB Joint Group





## EXEMPTIONS TO SAFEGUARD AGAINST UNCERTAINTIES

- Purpose is to ensure transit service is not adversely affected
- Applies if transit agency is not otherwise able to meet ZEB purchase requirement
- Addresses circumstances beyond transit agency control
- Submit request by November 30th of each year
- Approved exemptions from ZEB purchases valid until the next bus purchase
  - Agency can purchase combustion buses instead

## EXEMPTIONS FOR FINANCIAL HARDSHIP

- Cannot offset incremental capital costs of all available ZEBs and associated infrastructure
  - Must demonstrate transit agency not able to secure sufficient funding and not able to obtain financing for remaining incremental cost
- Cannot offset incremental managed net electricity cost
  - Show estimated electricity costs for applicable utility rates and charging strategy including Low Carbon Fuel Standard credits and value
  - Compare to same combustion engine bus type and use case in the fleet
- Transit agency has publicly declared a fiscal emergency
  - Provide copy of Board Resolution



## EXEMPTION FOR ZEB INFRASTRUCTURE DELAYS

- Infrastructure not ready within 2 years of initial ZEB purchase or in time to operate ZEBs
  - Purchase of new rights-of way or construction of new facilities, change of general contractor
  - Delays in construction permits or utilities' power supply, natural disaster, and more
- Supporting documentation
  - Letter from Board of directors and the related 3<sup>rd</sup> party explaining reasons

## EXEMPTION IF NEEDED BUS TYPE IS NOT AVAILABLE

- Address each bus type and applicable weight class (Class 4-8) being purchased
  - Has not passed Altoona testing
  - Does not meet ADA requirements
  - Would create conflicts with other regulations
- Supporting documentation
  - Bus specifications, GVWR, and other

**NOT AVAILABLE**

## EXEMPTION FOR INSUFFICIENT BEB RANGE

- Cannot place available depot charge BEBs in service due to range limitation
  - Exemption applies even if on-route charging of FCEBs are available
- Supporting documentation
  - Explanation why available BEBs cannot serve other routes or blocks
  - Monthly data report to show daily usage for existing buses
  - RFP and the resulting bid showing BEB battery capacity
  - Empirical data on BEBs on daily assignment
    - If not available, range calculated with energy use per mile from Orange County Bus Cycle
- Exemption approved if supported by empirical data or if daily mileage >80% of bus range (using largest available battery pack)



## EXEMPTION FOR GRADEABILITY

- Available ZEBs cannot meet gradeability of equivalent combustion engine bus
- Gradeability requirements cannot be met by any other equivalent bus in the fleet
- Supporting documentation
  - Topography information for applicable route or block
  - Performance data of current combustion buses of same type
  - Any other relevant empirical data
  - RFP and the resulting bid showing required gradeability and minimum sustained speed



# REPORTING AND RECORD KEEPING REQUIREMENTS

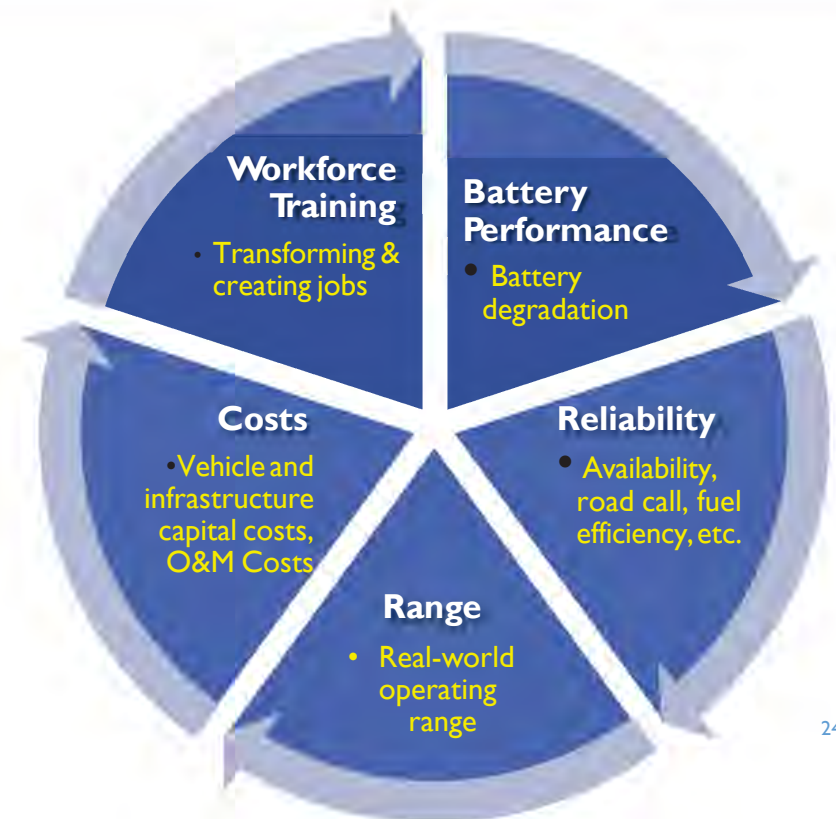
- Initial reporting starts in 2021
- Every transit agency must report annually by March 31<sup>st</sup> each year starting in 2021
  - Information on agency, bus purchases, fuels purchases
  - Individual bus, engine and propulsion system information
  - Total annual zero-emission passenger mile if using the mobility option
- Every transit agency must retain records of information reported for 3 years after bus is retired, or contract expires
  - Records of Notices to Proceed and related bus purchase contracts, lease, and conversion
  - Records of Low-NOx engine purchases
  - All fuel purchase contracts (large transit agencies)
  - Record of zero-emission passenger miles if using the mobility option





## COMPREHENSIVE STATE REVIEW

- Identify status of ZEB technology
- Evaluate over 20 different metrics
- Evaluate real-world data and experience
- Help formulate appropriate policies and funding strategies
- Continued coordination with transits, OEMs, utilities, and other state agencies
- One year before first ZEB purchase required [By January 1, 2022 or January 1, 2024]
- Complements annual updates to the Board



# SIGNIFICANT INCENTIVES AVAILABLE

## HVIP

Low NO<sub>x</sub> engines, ZEVs, advanced technology, & infrastructure

**FY 18-19**  
**\$125 M**

## VW

Zero-emission transit, school, & shuttle bus replacements

**\$130 M**

## Carl Moyer

Cleaner engines & ZEVs up to \$80,000/bus plus fueling infrastructure

**FY 18-19**  
**\$79 M**

## AB 617

Engine replacement & infrastructure in DAC

**FY 18-19**  
**\$245 M**

## LCTOP

Expanded bus or rail Services, & multimodal facilities

**FY 17-18**  
**\$146 M\***

## TIRCP

Rail, bus, ferry transit improvements

**FY 17-18**  
**\$291 M\***

## Utility Programs

Changing infrastructure, service upgrades, and electricity rates (SB350\_

**>\$575 M**

## LCFS

Credits for using low carbon transportation fuels

**~ \$10.000/bus/yr**

\* Calculated from cap-and-trade auction proceeds listed at [arb.ca.gov/cc/capandtrade/auction/aug-2018/ca\\_proceeds\\_report.pdf](http://arb.ca.gov/cc/capandtrade/auction/aug-2018/ca_proceeds_report.pdf)

## NEXT STATE STEPS

- Work with transit agencies on implementation
- Monitor status of ZEB technology
- Report to the Board annually
- Conduct a comprehensive review in 2023
  - In 2021 or 2022 if all discharge requirements not met



## NEXT YUBA-SUTTER TRANSIT STEPS

- 2019 International ZEB Conference in San Francisco – September 26 & 27, 2019
- Regularly engaged on a wide range of ZEB topics with both statewide transit associations, vehicle manufacturers and high-level CARB staff
- Next Generation Transit Facility Site Study (Funded by a \$200,000 State Adaptation Planning Grant)
  - Facility Planning/Design Firm Request for Proposals (RFP) – Fall/Winter 2019
  - Completion – Fall/Winter 2021
- 1<sup>st</sup> Annual Report – Due March 1, 2021
- ZEB Roll-Out Plan – Due July 1, 2023
- 1<sup>st</sup> Purchase Mandate – January 1, 2026



## AGENDA ITEM IV – A

### YUBA-SUTTER TRANSIT AUTHORITY MEETING MINUTES JULY 18, 2019

#### **I. Call to Order & Roll Call** (4:01 pm)

Present: Cardoza, Fletcher, Hudson, Leahy (Chair), Samayoa, Shaw, Sullenger and Whiteaker

Absent: None

#### **II. Public Hearings & Presentations**

##### **A. Federal Transit Administration (FTA) Sections 5307, 5311 and 5339 Grant Applications for FY 2020.**

Martin noted that federal funding requires a public hearing to be held prior to the submittal of grant applications to allow for questions from the public.

Director Leahy opened the public hearing at 4:03 pm. There were no questions from the public. Director Leahy closed the public hearing at 4:04 pm.

Director Whiteaker made a motion to authorize the federal funding applications as submitted. Director Fletcher seconded the motion and it carried unanimously.

##### **B. Automated Vehicle Location (AVL) System.**

Adam Hansen gave a demonstration on how the DoubleMap system works and the many features it provides. This includes real-time bus tracking, information on bus location and speed, and reporting capability.

Director Whiteaker asked how we are using the public's feedback on the system. Martin answered that it is helping with route planning and researching bus stop uses and needs.

Director Whiteaker asked if any outreach had been done regarding the new system. Hansen answered that it has been advertised in the monthly newsletters and advertisements. Martin added that it is featured on the cover of the new brochures and that word of mouth is helping the information spread among the riders.

Director Fletcher asked as to how long it will be before the system is set. Hansen answered that the system is already working and that other than working out the bugs the system is operational and open to the public. Director Fletcher commented that the system appears to have many beneficial features and it will continue to help riders as the service grows and improves.

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

None

### **IV. Consent Calendar**

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

### **V. Reports**

#### **A. Operations and Maintenance Service Contract.**

Martin presented the Operations and Maintenance Service Contract recommendation of the ad hoc committee. He noted the assistance of consultant Roy Glauthier with the new RFP and the input from the ad hoc committee members in the proposal evaluation and contractor interview process. Four proposals were received from Transdev, Storer Transit Systems, First Transit and RATP DEV USA. Interviews with all four firms were held on June 14, 2019. The unanimous recommendation of the evaluation panel is to award the contract to Storer Transit Systems. Approval has been received from Caltrans so there would be no need to conditionally accept the recommendation so staff is instead requesting authorization to execute a service contract with Storer Transit Systems.

Director Whiteaker asked the ad hoc committee members why they chose Storer over the other companies. Director Leahy stated that after the interviews and in reviewing their proposal, Storer appears to be the best fit for Yuba-Sutter Transit and that Storer offered a superior package for the employees including increased pay and paid time off accrual. Director Cardoza agreed with Director Leahy.

Director Samayoa asked about the hiring process and if Storer would consider retaining some of the current staff. Martin explained that all current employees would be offered employment with a ninety (90) day performance period review. Director Samayoa asked about health benefits and Martin replied that they are a part of the four-year contract. Director Samayoa asked if Storer would be bringing anything new to the bus service. Martin stated that the service will likely remain status quo technologically, but that Storer does have experience with modern systems elsewhere.

Director Whitaker asked what would happen to the Maintenance Manager position after the current manager retires. Martin stated that Transdev had proposed that the current shop foreman be promoted to fill that vacancy.

Director Fletcher thanked all those involved in the decision including the members of the ad hoc committee.

Ron Bushman, Transdev Regional Vice-President, addressed the board thanking them for their consideration and for the positive relationship over the years stating that he hoped Transdev will again be considered when the contract is again open for proposals.

Donald Storer, the owner of Storer Transit Systems, also addressed the board thanking them for the recommendation and reiterating the sentiment that his company's business philosophy fits well with that of Yuba-Sutter Transit. He explained that Storer is a family-run business that has been in business since 1952, providing the best service for smaller transit systems. He noted that Storer's plan is to offer the employees a better pay and benefit package to help maintain employee satisfaction and that he is very excited to begin the new partnership.

Director Whiteaker made a motion to accept the recommendation of the ad hoc committee and authorize the execution of a service contract with Storer Transit Systems under the proposed terms and conditions. Director Fletcher seconded the motion and it carried unanimously.

## **B. Project & Program Updates**

### **1. July 1<sup>st</sup> Fare Increase, Fare Policy Changes and Sacramento Service Expansion**

Martin discussed the early response to the July 1<sup>st</sup> fare and service changes. After just two weeks, there has been very little change in ridership on the local fixed routes, but there has been a 5 percent increase in ridership on the Sacramento Commuter routes over the same period last year with the expanded and modified commuter schedules helping to increase ridership.

### **2. Bus Stop Enhancement Project (Bus Stop Shelter Program Expansion)**

The on-going Bus Stop Enhancement Project continued with the recent installation of three new shelters at the Walton Terminal, the Yuba County Government Center and the North Beale Transit Center. Other smaller shelters were moved elsewhere and a large older shelter was moved to the Sutter Campus of Yuba College in anticipation of the new shuttle service in January 2020.

### **3. Low-Carbon Transit Operations Program Funding Awards**

Martin stated that notice had been received that funding had been approved for both the Yuba College shuttle and the expanded Sacramento Commuter service.

### **4. Transit Related Yuba County Grand Jury Report Findings**

Martin stated that the Yuba County Grand Jury Report included findings and recommendations regarding Yuba-Sutter Transit's local fixed route service in the Johnson Park neighborhood of Olivehurst. He noted that staff will be providing the Board with a draft response at the next meeting.

## **VI. Correspondence/Information**

None

**VII. Other Business**

None.

**IX. Adjournment**

The meeting was adjourned at 4:35pm.

**THE NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY, AUGUST 15, 2019 AT 4:00PM IN THE YUBA COUNTY BOARD OF SUPERVISORS CHAMBERS**

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**AGENDA ITEM IV-B  
YUBA-SUTTER TRANSIT  
DISBURSEMENT LIST  
MONTH OF JULY 2019**

CHECK NO.	AMOUNT	VENDOR	PURPOSE
EFT	\$ 5,438.35	PERS HEALTH	HEALTH INSURANCE
EFT	\$ 2,542.08	PERS RETIREMENT	RETIREMENT PAYMENT (EMPLOYER SHARE)
EFT	\$ 600.00	CALPERS 457 PLAN	EMPLOYER CONTRIBUTION
EFT	\$ 32,272.44	PAYROLL	PAYROLL
EFT	\$ 1,825.18	PRINCIPAL MUTUAL LIFE INSURANCE	L/D/LTD INSURANCE
EFT	\$ 325.76	CALIFORNIA WATER SERVICE	WATER
EFT	\$ 34.42	CALIFORNIA WATER SERVICE	FIRE SUPPRESSION
EFT	\$ 3,694.58	PG&E	ELECTRIC (5/14/19 - 6/12/19)
EFT	\$ 41.15	PG&E	ELECTRIC #2 - PARKING LOT LIGHTS
EFT	\$ 53.17	PG&E	GAS
EFT	\$ 120.48	UTILITY MANAGEMENT SERVICES	SEWER
EFT	\$ 390,541.00	UNFUNDED CALPERS LIABILITY PAYOFF	PAYOFF UNFUNDED PENSION LIABILITY IN FULL
EFT	\$ 202.44	ELAVON	MERCHANT SERVICE FEE - JUNE
EFT	\$ 915.00	CALIFORNIA DEPT OF TAX & FEE ADMIN	USE AND SALES TAX FY 18/19
EFT	\$ 153.40	PRIMEPAY	PAYROLL FEE
16589	\$ 45.00	COUNTY OF YUBA	REFUND OF INVOICE #11742 OVERPAYMENT
16590	\$ 43.97	AMY WHITE	MILEAGE REIMBURSEMENT
16591	\$ 415.00	CALIFORNIA TRANSIT ASSOCIATION	ANNUAL FALL CONFERENCE REGISTRATION FEES
16592	\$ 242.68	CETRA LANGUAGE SOLUTIONS	TRANSLATIONS SERVICES DIAL-A-RIDE INTO PUNJABI
16593	\$ 3,197.60	CONNECT CARD REGIONAL SERVICE CTR	DEFERRED CREDITS CONNECT CARD
16594	\$ 8.12	JANET FRYE	MILEAGE REIMBURSEMENT
16595	\$ 291.45	KEITH MARTIN	REIMBURSEMENT FOR MILEAGE, VISION,SUPPLIES
16596	\$ 4,403.00	NATIONWIDE	ANNUAL FACILITY INSURANCE
16597	\$ 306.26	QUILL CORPORATION	JANITORIAL SUPPLIES
16589	\$ 1,100.00	RC JANITORIAL	JANITORIAL SERVICES - JUNE 2019
16599	\$ 1,125.32	RICH, FUIDGE, BORDSEN & GALYEAN	LEGAL SERVICES - APRIL - JUNE 2019
16600		VOID	
16601	\$ 19,042.86	SC FUELS	FUEL/LUBRICANTS
16602	\$ 32,739.00	SIMME LLC	SIMME SEATS AND DIVIDERS
16603	\$ 30.68	SIMONE REED	MILEAGE REIMBURSEMENT
16604	\$ 2,594.30	SMART MARKETING AND PUBLIC AFFAIRS	RIDE GUIDE PRINTING
16605	\$ 550.75	STATE COMPENSATION INSURANCE FUND	ADMIN WORKERS COMP INSURANCE
16606	\$ 7,483.50	SUTTER BUTTES COMMUNICATION INC	SERVICE AGREEMENT & REPEATER FEE JUL - SEPT 19
16607	\$ 3,370.99	SUTTER BUTTES COMMUNICATION INC	INSTALLATION OF 9 RADIOS IN NEW BUSES
16608	\$ 98.90	SUTTER COUNTY LIBRARY	CONNECT CARD/DEFERRED CREDITS
16609	\$ 1,574.51	T-MOBILE	WIFI SERVICE FOR BUSES - JUNE 2019
16610	\$ 272.79	TIAA COMMERCIAL FINANCE, INC	COPIER LEASE - JUNE 2019
16611	\$ 4,858.60	ROY GLAUTHIER	PROFESSIONAL SERVICES - JUNE 2019
16612	\$ 803,110.50	A-Z BUS SALES	DEMAND RESPONSE BUSES #1690 - 1699 EXCLUDING #1693
16613	\$ 141.52	ADAM HANSEN	MILEAGE REIMBURSEMENT
16614	\$ 173.33	ADVANCED DOCUMENTS CONCEPTS	COPY MACHINE - JUNE
16615	\$ 1,750.00	ALLIANT NETWORKING SERVICES, INC	IT SERVICES - AUGUST
16616	\$ 669.06	CALIFORNIA DEPT OF TAX & FEE ADMIN	BUS FUEL - TAXES
16617	\$ 243.23	COMCAST BUSINESS	INTERNET SERVICE FOR JULY 2019
16618	\$ 39,678.84	HUNT & SONS, INC	FUEL/LUBRICANTS
16619	\$ 7,520.00	HYATT CONTRACTING	SIMME SEAT INSTALLATION 10% RETENTION
16620	\$ 1,059.77	QuEST	MAINTENANCE OF BUS STOPS/SHELTERS
16621	\$ 50.64	QUILL CORPORATION	OFFICE SUPPLIES - ADMIN: PENS AND FOLDERS
16622	\$ 305.38	RICHALL ELECTRIC CO	REPLACED LED CONTROLLER FOR SOLAR LIGHT
16623	\$ 50.00	SHELBY'S PEST CONTROL	PEST CONTROL - JULY
16624	\$ 5,974.30	SIGNWORX	LETTERING ON DEMAND RESPONSE BUSES
16625	\$ 487.04	STANLEY SECURITY SOLUTIONS, INC	SECURITY SERVICES
16626	\$ 1,025.00	STOTT OUTDOOR ADVERTISING	TRANSIT SHELTER AND BENCH RELOCATION
16627	\$ 467,533.55	TRANSDEV SERVICES INC	CONTRACT SERVICES - JUNE 2019
16628		VOID	
16629	\$ 50.00	BRADLEY HUDSON	BOARD MEETING 7/18/19
16630	\$ 50.00	DAVID SHAW	BOARD MEETING 7/18/19
16631	\$ 50.00	JIM WHITEAKER	BOARD MEETING 7/18/19
16632	\$ 50.00	MANNY CARDOZA	BOARD MEETING 7/18/19
16633	\$ 50.00	MICHAEL LEAHY	BOARD MEETING 7/18/19
16634	\$ 50.00	RANDY FLETCHER	BOARD MEETING 7/18/19
16635	\$ 50.00	RICKY SAMAYOA	BOARD MEETING 7/18/19
16636	\$ 50.00	RON SULLENGER	BOARD MEETING 7/18/19

\$ 1,852,726.89

**LAIF  
TRANSFERS**

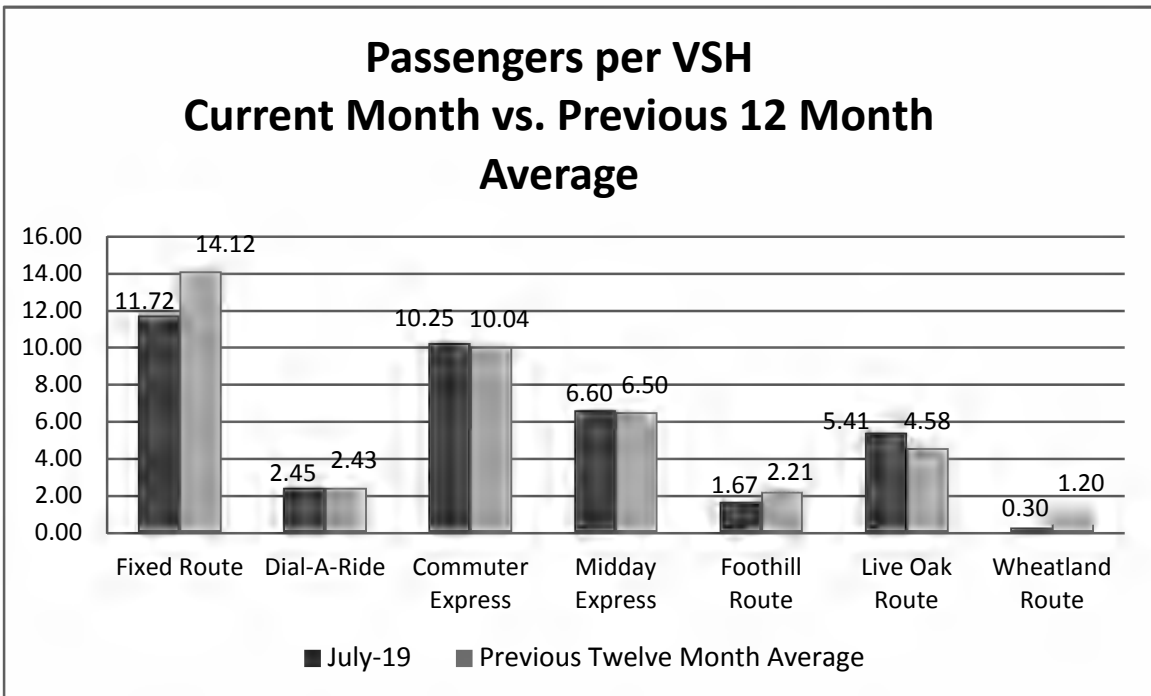
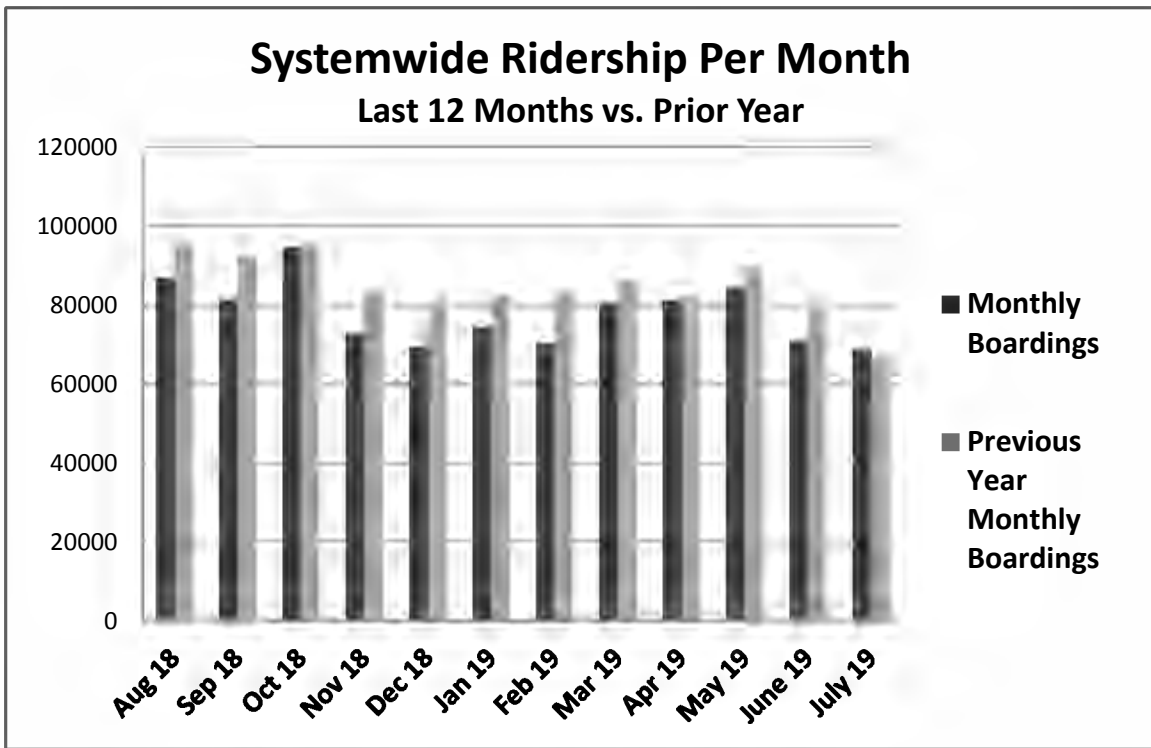
7/24/2019 \$ (550,000.00) TO CHECKING

## AGENDA ITEM IV - C

### JULY 2019 PERFORMANCE REPORT

	<b>July-19</b>	<b>Previous Twelve Month Average</b>	<b>Fiscal YTD</b>	<b>Previous Fiscal YTD</b>
<b>Ridership:</b>				
Fixed Route	51,249	60,959	51,249	49,898
Dial-A-Ride	4,685	4,924	4,685	4,872
Commuter Express	11,059	10,154	11,059	10,177
Midday Express	1,106	1,045	1,106	929
Foothill Route	137	178	137	176
Live Oak Route	430	351	430	308
Wheatland Route	14	52	14	61
<b>Total Ridership:</b>	<b>68,680</b>	<b>77,663</b>	<b>68,680</b>	<b>66,421</b>
<b>Vehicle Service Hours:</b>				
Fixed Route	4,372.30	4,318.06	4,372.30	4,154.86
Dial-A-Ride	1,909.19	2,024.25	1,909.19	1,880.75
Commuter Express	1,078.83	1,010.81	1,078.83	988.80
Midday Express	167.47	160.85	167.47	158.28
Foothill Route	82.12	80.34	82.12	76.58
Live Oak Route	79.48	76.62	79.48	73.98
Wheatland Route	47.27	43.37	47.27	43.38
<b>Total VSH's:</b>	<b>7,736.66</b>	<b>7,714.29</b>	<b>7,736.66</b>	<b>7,376.63</b>
<b>Passengers Per Hour:</b>				
Fixed Route	11.72	14.12	11.72	12.01
Dial-A-Ride	2.45	2.43	2.45	2.59
Commuter Express	10.25	10.04	10.25	10.29
Midday Express	6.60	6.50	6.60	5.87
Foothill Route	1.67	2.21	1.67	2.30
Live Oak Route	5.41	4.58	5.41	4.16
Wheatland Route	0.30	1.20	0.30	1.41
<b>Total Passengers Per VSH:</b>	<b>8.88</b>	<b>10.07</b>	<b>8.88</b>	<b>9.00</b>

## JULY 2019 PERFORMANCE REPORT



AGENDA ITEM V – A  
STAFF REPORT

**FREED CENTER FOR INDEPENDENT LIVING  
SENIOR TRANSPORTATION VOUCHER PROGRAM  
MEMORANDUM OF UNDERSTANDING (MOU)**

Yuba-Sutter Transit has partnered with the FREED Center for Independent Living since 2009 on a transportation voucher program for area seniors. This program, which has been funded by annual grants to FREED from the Area 4 Agency on Aging (A4AA), now provides discounted scrip to eligible seniors for use on Yuba-Sutter Transit's Dial-A-Ride service.

Attached for Board review and consideration is a draft Memorandum of Understanding (MOU) between FREED and Yuba-Sutter Transit that would revise and replace the existing MOU that was last executed in June 2014. The new MOU would make a number of minor administrative amendments while also reflecting the July 1, 2019 fare increase on the Dial-A-Ride service. All other program roles and responsibilities from the original MOU are essentially unchanged for both organizations.

By approving this MOU, Yuba-Sutter Transit is agreeing to accept the vouchers as it would cash, collect the vouchers received and submit them to FREED for reimbursement at face value. The agreement does not restrict Yuba-Sutter Transit in any way from unilaterally increasing, reducing, eliminating or modifying the service provided or the fares charged. FREED will be responsible for all other aspects of the program including client enrollment, voucher distribution, outreach and provider reimbursement. The new MOU is for three years through June 30, 2021 though it may be terminated by either party with 30 days written notice.

Legal counsel will have reviewed the draft MOU prior to the meeting and will along with staff be prepared to discuss it in more detail at the meeting.

**RECOMMENDATION:** Authorize execution of the FREED Dial-A-Ride Voucher MOU as proposed.

8-15-19

**Memorandum of Understanding**  
**Between**  
**FREED Center for Independent Living**  
**And The**  
**Yuba-Sutter Transit Authority**

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**1. INTRODUCTION**

This Memorandum of Understanding (MOU) is evidence that FREED Center for Independent Living and Yuba-Sutter Transit intend to work toward the mutual goal of collaborating to implement the Senior Transportation Voucher Program (STVP). FREED and Yuba-Sutter Transit believe that this program is a vital service for seniors in Yuba and Sutter Counties to access healthcare and other essential community services. Access to affordable and accessible transportation to meet healthcare needs is an essential component for seniors living in Yuba and Sutter Counties to remain living independent and participate in the community.

These protocols are designed to assist both staff of FREED and Yuba-Sutter Transit to more effectively coordinate their responsibilities under the terms of this agreement.

**2. FREED'S ROLE**

FREED will provide transportation assistance to seniors through the administration of the Senior Transportation Voucher Program (STVP). The STVP will increase access to healthcare and essential community activities by providing seniors in Yuba and Sutter Counties with vouchers that can be used to pay for Yuba-Sutter Transit's Dial A Ride, transportation service.

- Enroll Consumers - FREED staff will complete an intake process with the senior, family member or other person designated by the consumer. The intake will consist of basic consumer information such as name, address, age and appropriate information used to quantify program service goals, as well as stated need and goal for increasing independence and access to healthcare services to be met through the use of transportation vouchers. Service eligibility standards, passenger rights and responsibilities as a transit rider and best practices for efficient utilization of the vouchers will be discussed with consumers with information given on how to arrange rides with Yuba-Sutter Transit
- Distribute Vouchers – Upon enrollment, consumers will be provided with a starter booklet of 10 vouchers, worth \$30 in transportation services (each voucher worth \$3). After consumers have demonstrated usage of the starter voucher booklet,

additional booklets will be made available to seniors after the senior has utilized five or more vouchers from the previous booklet. Each voucher will be numbered to assist with tracking the utilization of vouchers by individuals. Seniors will be asked to pay a donation for each booklet of vouchers. Each senior will be provided with a maximum of 5 booklets annually including the starter booklet.

- Outreach – FREED will conduct public education activities including speaking about the STVP and distributing educational materials to service centers, senior clubs and organizations, church and senior groups. FREED will participate in health fairs and other events and activities planned for seniors. The program will be described in all FREED outreach materials including brochures and FREED's website. All FREED consumers who are eligible for STVP will be offered information and an opportunity to access the program. FREED will develop PSA's and a press release describing the program and collaborating transportation providers.
- Annual Satisfaction Survey – FREED staff will maintain contact with the consumer in order to obtain a statement of satisfaction with the program, the effectiveness of the service provided, including satisfaction with FREED' services and the services provided by the transportation provider, and any other service needs experienced by the consumer. Results of the satisfaction survey will be provided to the transportation provider and funder.
- Transit Provider Reimbursement – FREED will reimburse Yuba-Sutter Transit monthly for vouchers that they have collected after receiving billing from the transit provider.

### **3. YUBA-SUTTER TRANSIT'S ROLE**

Yuba-Sutter Transit is willing to coordinate on service delivery for the STVP through willingness to accept vouchers for Dial-A-Ride service.

- Yuba-Sutter Transit, through their Dial-A-Ride service will offer curb-to-curb shared ride service to eligible STVP passengers anywhere within their service area. This service is available 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. No service is provided on Sundays.
- Yuba-Sutter Transit will accept vouchers as they would cash. Each STVP voucher is worth \$3 and will be accepted as payment for a one-way fare. While the current cost per one-way ride is \$3 anywhere in the service area or 1 voucher for eligible seniors and persons with disabilities, this agreement shall not restrict in any way the unilateral right of Yuba-Sutter Transit to increase, reduce, eliminate or modify either the Dial-A-Ride service or the fare charged for that service at any time during the term of this agreement.

- Should the applicable fare exceed the face value of the voucher being offered in payment, the passenger must provide the difference in cash or additional vouchers. Should the face value of the voucher or vouchers being offered in payment exceed the value of the applicable fare, no change or credit will be given or required.
- Yuba-Sutter Transit will invoice FREED monthly for the dollar amount of the transportation vouchers collected from STVP passengers.
- Yuba-Sutter Transit will return all of the vouchers collected to FREED with the monthly invoice.
- All Dial-A-Ride service eligibility, policies, and procedures as they may be amended from time to time shall apply to STVP passenger.

FREED maintains a professional and mutually respectful relationship with Yuba-Sutter Transit and anticipates a continued professional collaboration with each other. This Agreement shall be effective as of July 1, 2019, and shall expire on June 30, 2021, unless terminated sooner. The Agreement may be terminated by either party by giving thirty (30) days written notice of intention. In the event Federal funding is reduced or revoked, FREED will promptly notify Yuba-Sutter Transit and either party shall, in the event of such occurrences, have the right to immediately terminate this Agreement upon giving reasonable notice of the intent to terminate.

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Ana Acton, Executive Director  
FREED Center for Independent Living

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Keith Martin, Transit Manager  
Yuba-Sutter Transit Authority

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Date

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Date

AGENDA ITEM V – B  
STAFF REPORT

**2018/2019 YUBA COUNTY GRAND JURY REPORT RESPONSE**

The 2018/2019 Yuba County Grand Jury Report includes specific findings and recommendations regarding the safety of Yuba-Sutter Transit's Route 3 bus stop on the southeast corner of Evelyn Drive and Martel Drive in the Johnson Park neighborhood of Olivehurst. Attached as Exhibit A for Board review and consideration is the proposed Yuba-Sutter Transit response and the entire portion of the Grand Jury report concerning this issue is attached as Exhibit B for reference.

Staff will be prepared at the meeting to review the proposed response in detail as desired.

RECOMMENDATION: Authorize the submission of the 2019/2019 Yuba County Grand Jury Response as proposed or amended.

8-15-19



# **EXHIBIT A**

## **RESPONSE TO THE FINDINGS & RECOMMENDATIONS OF THE 2018/2019 YUBA COUNTY GRAND JURY REGARDING TRANSIT BUS STOP SAFETY FOR HIGH SCHOOL STUDENTS**

**AUGUST 15, 2019**

### **GRAND JURY POSITION**

In response to concerns of students, parents and teachers of both Lindhurst High School (LHS) and South Lindhurst High School (SLHS), the 2018/2019 Yuba County Grand Jury investigated safety issues related to the existing Yuba-Sutter Transit bus stop on the southeast corner of Evelyn Drive and Martel Drive in the Johnson Park neighborhood of Olivehurst. This resulted in the following two findings and two recommendations from the Grand Jury.

#### **Findings:**

- F1. Johnson Park bus stop exposes approximately 100 students per day to unsafe conditions.
- F2. Johnson Park bus stop is located too far from LHS and SLHS to provide a safe route for students.

#### **Recommendations:**

- R1. The Yuba-Sutter Transit Authority Board needs to review the current schedules and bus routes and make an effort to provide a safer environment for the success of our students in our community.
- R2. The Yuba-Sutter Transit Authority Board needs to add an additional stop that is closer to the schools' location.

### **BACKGROUND**

Yuba-Sutter Transit has provided scheduled fixed route service (Route 3) to the Johnson Park neighborhood since the current system was established in January 1993. Route 3 operates from 6:30 a.m. to 6:30 p.m. each weekday and from 8:30 a.m. to 5:30 p.m. each Saturday. No service is provided on Sundays or major holidays. This route requires the use of two buses to provide continuous half hour service frequencies on a scheduled 50 minute loop from Yuba College to Johnson Park and back to Yuba College.

Measured in passenger boardings per service hour, Route 3 has long been one of the most productive routes in Yuba-Sutter Transit's system of six routes. In response to tremendous systemwide ridership growth and steadily worsening traffic congestion over the years, several initiatives to speed passenger boarding were implemented in an effort to maintain on-time performance. Route 3 has specifically been shortened and streamlined over the years which included the elimination/consolidation of a number of bus stops. In the Johnson Park neighborhood alone, which originally had bus stops at Larson & McGowan, Lever & Larson (Johnson Park School) and at Evelyn & McGowan, the Johnson Park School stop was dropped in 2003 and the remaining two stops were consolidated into the existing Evelyn and Martel stop in August 2013. Since the consolidation, this stop has consistently been among the top ten most active bus stops in the Yuba-Sutter Transit system.

Despite these efforts, Route 3 still regularly runs behind schedule especially in peak hours during the school year resulting in significantly degraded service quality from late trips and missed transfers by our passengers. As a result, any extension of the route or even the addition of a new stop would need to be carefully assessed to avoid further worsening the route's already struggling performance especially if such an extension or stop is not likely to improve ridership or safety considerations enough to justify the requisite decrease of service quality or the increase in operating and/or capital cost necessary to mitigate such an impact.

## **ANALYSIS**

The Yuba County Grand Jury recommendation to extend Route 3 to add another bus stop in a currently unimproved area on the southwest corner of Olive Avenue and Martel Drive is problematic on several levels. First, this new stop would add approximately 9/10ths of a mile to the existing Route 3. At an average speed of 15 miles per hour, this extension would add at least another four minutes to an already impacted schedule. Before and after school, this extension would be expected to take much longer due to traffic conditions on Olive especially near the intersections of both Martel and McGowan Parkway requiring an increase of 10 percent or more in the scheduled 50 minute loop (which now more typically operates as a 55 minute loop). This would require off-sets elsewhere to either shorten what is already a very productive and direct route or to add another vehicle to the schedule to maintain the service frequency.

To determine if the resulting impact of some combination of lost passenger trips from eliminated service/stops and increased operating cost from the operation of an additional vehicle is justified, an assessment of the potential for an increase in passenger activity and/or bus stop safety of such a change must be conducted. According to the Grand Jury report, the proposed new bus stop would: 1. Reduce the walking distance between the stop and both of the two target schools; and, 2. Improve the safety of the students using the new stop.

First, the Grand Jury report states that students must now walk nearly a mile from the existing bus stop to the two campuses which apparently presume that all students travel on Martel to Olive from the existing bus stop on Evelyn. In fact, the most direct path from the existing

Johnson Park bus stop is to continue north on Evelyn Drive to the rear access gate which Yuba-Sutter Transit staff has confirmed is open before and after school each attendance day. This gate is approximately 1,300' (about ¼ mile) from the existing bus stop and the LHS buildings are just beyond that gate. The SLHS campus is approximately 1,100' (about 2/10ths mile) north of this same gate or a total of 2,400' from the existing bus stop.

Assuming use of the proposed new stop at Olive and Martel, the distance to LHS would be reduced by about 200' (to less than 1,100') while the distance to SLHS would be reduced by less than 500' (to slightly over 1,900'). While the proposed stop would result in shorter walks to both campuses, such small improvements are not likely to significant impact a student's decision to ride the bus or not since transit planners generally consider ideal walking access to be within ¼ mile of a stop (1,320'), decent access to be within ½ mile of a stop (2,640') and the outer limit of reasonable access to be within ¾ mile of a stop (3,960').

Second, the Grand Jury report states that 479 service calls were received by the Yuba County Sheriff Department for addresses within the greater Johnson Park area over the one year period of February 2018 through January 2019. Staff reviewed the same report that was provided to the Grand Jury by the Sheriff's Crime Analysis Unit and confirmed that a call for service does not necessarily correlate to criminal activity as this report also includes welfare checks, civil service, traffic stops, animal complaints, noise complaints, follow-ups, etc. In addition, without allowing for non-attendance days, 53 percent of the 479 reported service calls occurred outside the normal weekday school hours of 7:00 a.m. to 5:00 p.m. While there is some level of risk to waiting at a bus stop or walking down the street during the day in any residential area, a detailed countywide analysis would be required to determine if this risk is significantly higher in the Johnson Park neighborhood than any other area of Yuba County.

## **CONCLUSION**

While appreciating the Grand Jury's concern with the operation and overall safety of the local fixed route system, the Yuba-Sutter Transit Board of Directors respectfully disagrees with their recommendations having determined that the slight decrease in walking distance and any presumed incremental increase in overall passenger safety that may result from extending Route 3 and adding a new bus stop is not currently justified. However, Yuba-Sutter Transit does regularly evaluate service and policy options to improve passenger access and safety and will continue to do so in the future especially as conditions change. At a minimum, the issues raised by the Grand Jury will again be addressed in the next update of the Yuba-Sutter Short Range Transit Plan which is now expected to begin by the end of 2020.

# Yuba County 2018-2019 Grand Jury Final Report



# TRANSIT BUS STOP SAFETY FOR HIGH SCHOOL STUDENTS



Picture from "Yuba-Sutter Short Range Transit Plan" report. (See Bibliography Reference)

## SUMMARY

Due to drug activity and recent gang shootings, the primary concern is student safety at the Johnson Park bus stop. Throughout the school year, students attending Lindhurst High School (LHS) and South Lindhurst High School (SLHS) utilize the Yuba-Sutter Transit (YST) system as a means of transportation to the schools. Transportation is needed during morning hours for the arriving students and the afternoon hours to get the students back home. The bus stop at Johnson Park (*Appendix A1*) has become a concern to the students, their parents, and the teachers of both schools.

## BACKGROUND

The following excerpts from the Yuba-Sutter Short Range Transit Report set forth relevant background information:

“Yuba-Sutter Transit Authority, operating as Yuba-Sutter Transit provides public transit service in Yuba and Sutter Counties. A Joint Powers Agreement between Yuba and Sutter Counties and the cities of Marysville and Yuba City, YST is directed by an eight-member Board of directors composed of two elected representatives appointed by each of the four member entities.”

“Yuba and Sutter Counties have a combined population estimate of 168,690 (2013). The growth in population in both Yuba and Sutter Counties has outpaced the growth rate in California over the past two decades and is projected to continue. Of the total population, 12.1 percent are youths age 10 to 17.”

“Six fixed routes are operated generally from 6:30AM to 6:30PM Monday through Friday and 8:30AM to 5:30PM on Saturday. Three routes provide service every 30 minutes and three routes operate hourly. The one-way general public fare is \$1 with a 50 percent discount available.”

“Annual one-way passenger trips have increased significantly over the organization’s 35-year history, reaching 1,279,575 in Fiscal Year (FY) 2013-2014. Ridership gains have been posted in every year but one since FY 1990-91. Over 80 percent of YST ridership occurs on the local fixed routes, followed by 12 percent on the commuter routes, 5 percent on dial-a-Ride (DAR), and less than one percent on rural routes. In terms of the proportion of vehicle service hours by service type, fixed route service operates the greatest proportion of hours (56 percent), DAR represents 27 percent, and Sacramento Routes represent 15 percent, while two percent of system vehicle service hours are operated on the Rural Routes.”

“The operating costs for FY 2013-2014 equaled \$6,286,800. Operations and maintenance compose the largest element (\$4.4 million) followed by fuel and tires at just under \$1,000,000. Administrative costs are \$482,000, insurance

expenses are \$242,600, and utilities and supplies cost around \$111,000 annually.”

“The revenue sources required to support YST’s administration, operations and maintenance total \$6,320,692. The largest source of income for YST is Federal Transit Administration (FTA) 5307 grant funds for urbanized areas which account for 31.6 percent of the operating budget, followed by Transportation Development Act (TDA) Local Transportation Funds (LTF) which account for 29.6 percent of the revenues. Passenger fares account for 22.9 percent of the operating budget, while TDA State Transportation Assistance (STA) accounts for 8.7 percent. Other FTA grant programs such as Section 5311 (for rural areas) and FTA Jobs Access Reverse Commute grant funds compose around 3 percent each of the operating budget. Other operation funding sources include advertising and interest revenues.”

## **METHODOLOGY**

The Grand Jury conducted extensive research while investigating the safety issues at the Johnson Park bus stop. The following documents were reviewed:

- Crime statistics provided by the Yuba County Sheriff’s Department
- Interviews with members of the Yuba-Sutter Transit Board
- Personal observance of bus routes, schedules, and ridership
- Interviews with school personnel
- Review of the Yuba-Sutter Transit Authority Short Range Transit Plan (prepared by LSC Transportation Consultants, NC. From Tahoe City)

## **DISCUSSION**

The Grand Jury interviewed YST officials, representatives of the schools in question, local law enforcement personnel. We were made aware of the unsafe environment for the students, especially the at-risk students, exiting the bus stop at Johnson Park. There are no school buses available for South Lindhurst High School (SLHS) students. Their only means of transportation is the YST buses or private transportation.

The reasons cited for the concern were the extra distance students have to walk from the Johnson Park bus stop to both schools and the crime statistics in the area provided by the Yuba County Sheriff’s Office (YCSO) which included recent gang related shootings. Total crime activity in the Johnson Park area included 479 incident calls to the YCSO in one year from 2/1/2018 to 2/1/2019. (*See Appendix D*) Additional crime statistics can be obtained from the YCSO. The Grand Jury asked YST personnel if an additional bus stop closer to the schools could be provided and were told that it would not be practical to do so, but that the YST Board could direct change.

Several Grand Jury members visited the bus stop at Johnson Park more than once. They observed the additional distance the students must travel to arrive at the two schools mentioned. The actual additional distance the students must walk is over 5,000 feet, almost a mile. Actual current rider statistics were obtained by observing Bus Route 3 uploads and offloads of students. On Wednesday, January 23, 2019, a Grand Jury member recorded observing 20 students offloading at Johnson Park at 7:12AM and an additional 18 students offloading at 7:42AM for a total of 38 students who had to walk the additional mile to school. School officials interviewed stated that at times over 100 students use the transit bus system to get to and from the schools each day.

Grand Jury members also observed that some of the Route 3 bus stops had no upload or offload of passengers, but the bus always stopped at these locations. Alternative stops were reviewed by Grand Jury members that were closer to the two schools. The extra time and distance to these alternative stops were computed. (See Appendix A2)

The overall Mission Statement of the YST states: *“To provide safe and cost effective public transportation services that increase mobility and improve the quality of life for Yuba and Sutter county residents.”* Their motto is *“Safety-Service-Smiles”*. (See Bibliography 2)

The Yuba-Sutter Transit Authority Short Range Transit Plan states a possible solution to Route 3’s problem of always being late is by shortening the route and adding an extra bus. (See Appendix C) If this recommendation is followed now, it would allow the extra time in the route to add an additional bus stop closer to LHS and SLHS.

## **FINDINGS**

- F1. Johnson Park bus stop exposes approximately 100 students per day to unsafe conditions.
- F2. Johnson Park bus stop is located too far from LHS and SLHS to provide a safe route for students.

## **RECOMMENDATIONS**

- R1. The Yuba-Sutter Transit Authority Board needs to review the current schedules and bus routes and make an effort to provide a safer environment for the success of our students in our community.
- R2. The Yuba-Sutter Transit Authority Board needs to add an additional stop that is closer to the schools’ location.



## **REQUIRED RESPONSES**

Pursuant to Penal Code 933.05, the Grand Jury request responses as follows:

From the following elected county officials with 60 days:

- Board of Supervisors in Yuba County

From the following governing bodies within 90 days:

- Yuba-Sutter Transit Authority Board

Reports issued by the Grand Jury do not identify individuals interviewed. Penal Code section 929 requires that reports of the Grand Jury not contain the name of any person or facts leading to the identity of any person who provides information to the Grand Jury.

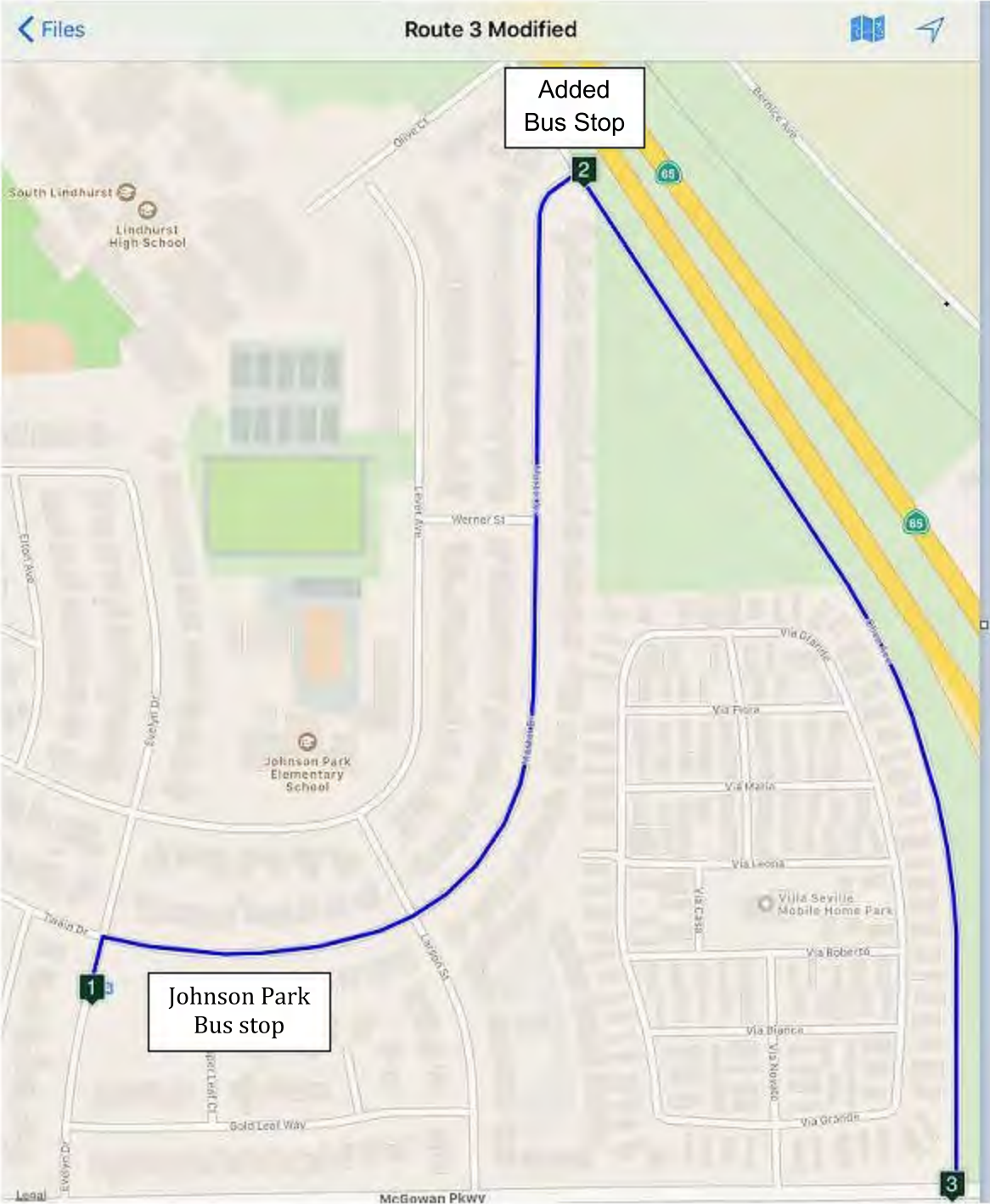
## **BIBLIOGRAPHY**

- 1) Yuba-Sutter Short Range Transit Report prepared by LSC Transportation Consultants, Inc., P.O. Box 5875, 2690 Lake Forest Road, Suite C, Tahoe City, California 96145. 530 583-4053. Retrieved from: [Yuba-Sutter Short Range Transit Report](#)
- 2) <https://www.yubasuttertransit.com/about-the-agency>

## **APPENDIX LIST**

- A1 Route 3 Modified Map (Johnson Park to proposed additional stop)
- A2 Route 3 Modified distances and times
- B Current route 3 map
- C1 Yuba-Sutter Short Range Transit Plan Report recommendation for Route 3
- C2 Route 3 and 6 Reconfiguration Alternative
- D Crime Report from Yuba County Sheriff's Office
- E Master Bus Stop locations list (286)
- F Implementation Plan from Yuba-Sutter Short Range Transit Plan

Appendix A1



Courtesy of - [Google Maps - Johnson Park](#)

## Appendix A2

### Itinerary

Start on Tuesday, March 19, 2019 at 11:42AM

End on Tuesday, March 19, 2019 at 11:44AM

All times are shown in “Pacific Time” derived from the Zone application settings and reflect the correct driving times between points.

Total distance: 1,689.6 yards – 5,068.8 feet – approximately 1 mile

Total travel time: About 2 minutes

Total fuel cost: \$0

4257 – 4299 Evelyn Drive Olivehurst, CA 95961 (Route Pin 1)

Depart Tuesday, March 19, 2019 at 11:42AM

About 1 minute and 866.1 yards to Olive Ave. Olivehurst, Ca 95691

Driving Instructions:

1. Start
2. (39.4 yards) Turn right onto Martel Cr.
3. (826.8 yards) Arrive at the destination

Olive Ave Olivehurst, CA 95691 (Route Pin 2)

Arrive Tuesday, March 19, 2019 at 11:44AM

Depart Tuesday, March 19, 2019 at 11:44AM

Olive Avenue, Olivehurst, CA 95961

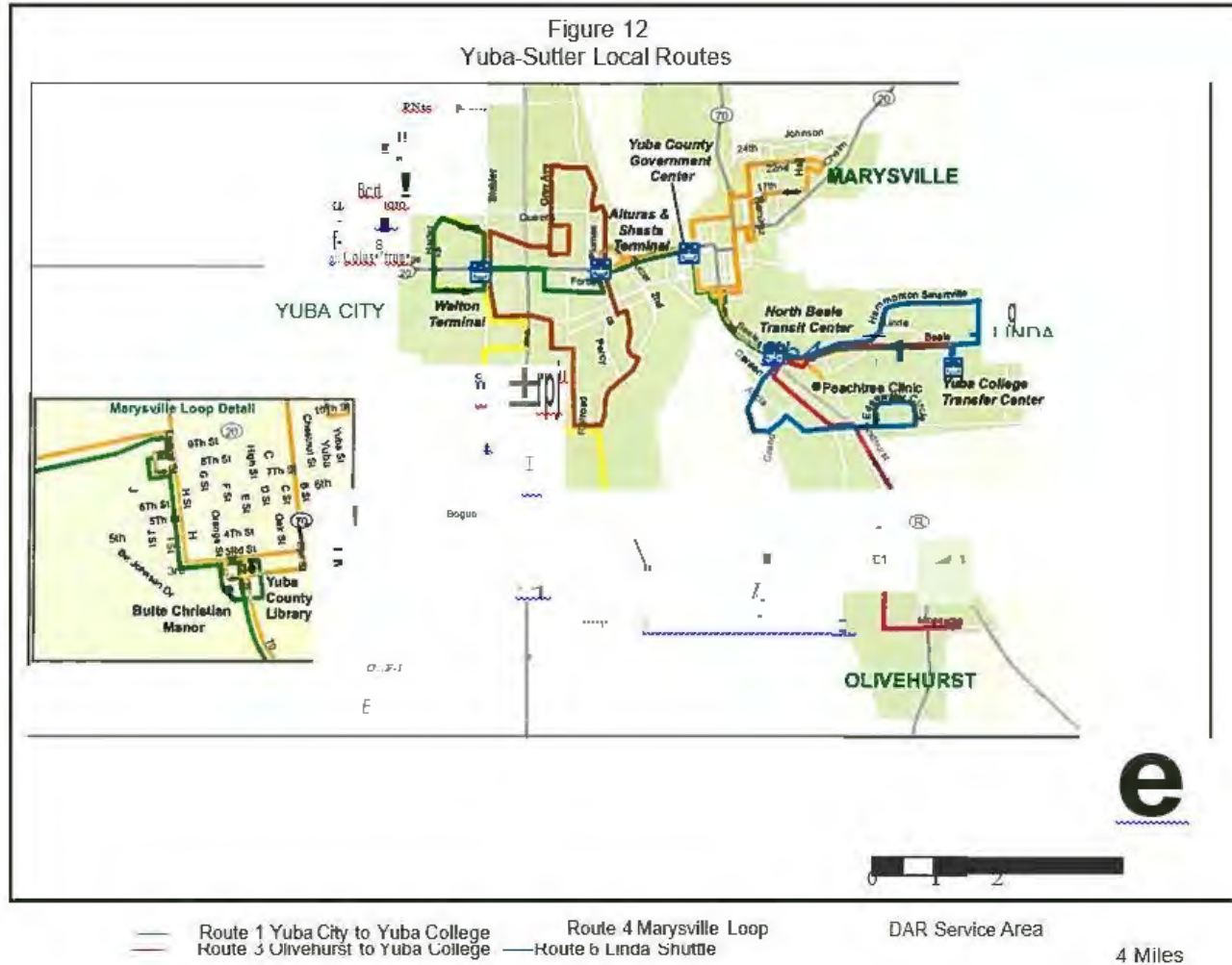
About 50 seconds and 823.5 yards to 2305 -2329 McGowan Pkwy, Olivehurst, CA 95961

Driving Instructions:

1. Start
2. (823.5 yards) Arrive at the destination

Courtesy of - [Google Maps - Johnson Park](#)

Current Route 3 Map



## Appendix C1

### LOCAL FIXED ROUTE ALTERNATIVES

The Yuba-Sutter Short Range Transit Report sets forth the following local fixed route alternatives:

"Connecting all the other routes, Route 1 is the 'backbone' of the local route system. In addition, both Route 1 and Route 3 are the most productive routes in the system, carrying the greatest number of passengers for every vehicle-hour of service. One reasonable option to improve local route service quality would be to operate an additional two buses on Route 1 and one bus on Route 3, scheduled to provide service every 20 minutes over the current services plan."

"This would improve the convenience of the transit service for the roughly 40 percent of all local route passengers that use Route 1 or 3. Some current timed transfers with Route 2 (which would be the only half-hourly route) would require a longer wait. However, improving frequency would help address the on-time performance in two ways. First, by spreading ridership over more runs, the average boardings per run would be reduced, thereby reducing boarding delays and improving on-time performance. For those transfers that are missed, moreover, the wait for the next departure would be reduced."

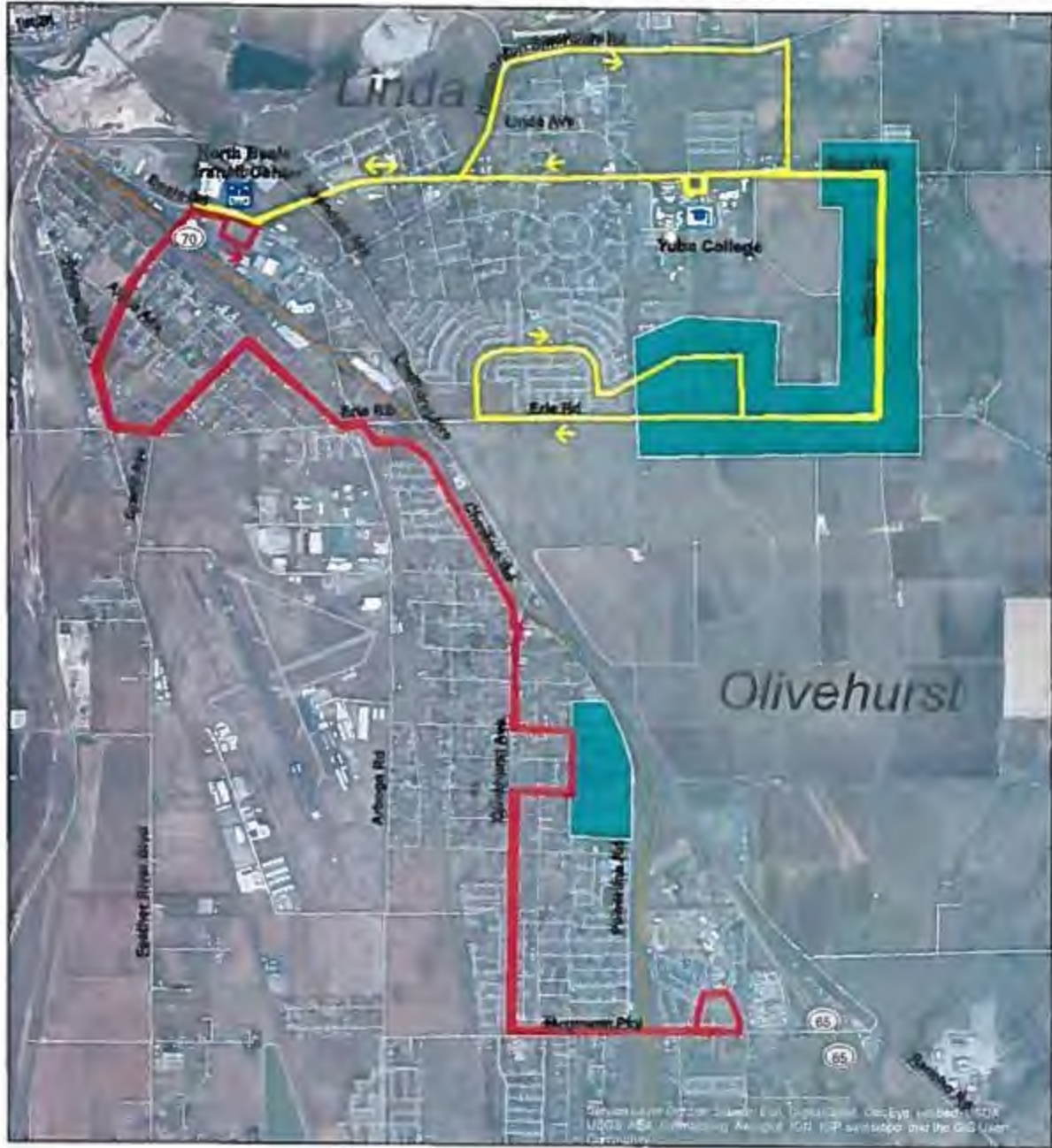
"Ridership for this type of service change can be analyzed using an 'elasticity analysis'. Based upon the concepts of micro economics, elasticity analysis is a standard transit planning method that considers the relationship between the change in a service variable (in this case, the frequency of service) and the change in ridership. An elasticity factor is applied that is based on the change in ridership associated with service changes observed in similar systems in the past."

"Applying this methodology to the existing Route 1 and Route 3 ridership figures, the impact of this service alternative is estimated to increase total annual ridership (sum of both routes) by 136,600 one-way passenger-trips per year."

"This alternative would increase overall service levels by 10,800 vehicle-hours and 129,450 vehicle-miles per year. Applying the FY 15/16 cost model, this would increase annual operating costs by approximately \$462,600 per year. At current average fares per passenger boarding on each route, the additional passenger revenue would total approximately \$82,300 per year. Overall operating subsidy requirements would therefore increase by \$380,300 annually."



### Route 3 and 6 Reconfiguration Alternative



- Revised Route 3
- Revised Route 6
- New Transit Service Area



0 0.5 2Miles

Appendix D

YUBA COUNTY SHERIFF'S DEPARTMENT  
 CALLS FOR SERVICE SUMMARY  
 JOHNSON PARK – AREA MAP 022/033  
 2/1/18 TO 2/1/19

CALL#	START DATE/TIME	HOUR	DOW	CALL END TYPE	BLOCK LEVEL	STREET
181380175	5/18/2018 21:05:01.01	21	Fri	DRUG ACTIVIITY UNKNOWN	2100	GOLDLEAF WAY
182340106	08/22/2018 13:18:56.56	13	Wed	DRUG ACTIVITY UNKNOWN	4200	EVELYN DRIVE
182450190	09/21/2018 20:13:52.52	20	Sun	SHOOTING INCIDENT	4200	EVELYN DRIVE
182450191	09/21/2018 20:15:42.42	20	Sun	SHOOTING INCIDENT	2200	WERNER STREET
18270051	09/4/2018 08:23:35.35	8	Tue	WEAPON VIOLATION	4200	EVELYN DRIVE

## Appendix E

### YUBA-SUTTER TRANSIT MASTER BUS STOP LOCATION LIST

246 Olivehurst Avenue 6th Avenue SE3165  
247 Olivehurst Avenue 6<sup>th</sup> Avenue SW311166  
248 Olivehurst Avenue 7<sup>th</sup> Avenue NW367  
249 Olivehurst Avenue 7<sup>th</sup> Avenue NE311168  
250 Olivehurst Avenue 9<sup>th</sup> Avenue SW369  
251 Olivehurst Avenue 9<sup>th</sup> Avenue NE370  
252 Olivehurst Avenue 11<sup>th</sup> Avenue NW371  
253 Olivehurst Avenue 11<sup>th</sup> Avenue NE372  
254 Olivehurst Avenue Clarice Avenue SW3173  
255 Olivehurst Avenue 14<sup>th</sup> Avenue SE374  
256 Olivehurst Avenue Beverly Avenue NE375  
257 Olivehurst Avenue Bellis Court SW3176  
258 McGowan Parkway Ardmore Avenue SE3177  
259 McGowan Parkway Ardmore Avenue NE378  
260 McGowan Parkway George Avenue SE379  
261 McGowan Parkway George Avenue NE380  
262 Evelyn Drive Martel Drive (Johnson Park) SE381  
263 Larson Street McGowan Parkway NE3182  
264 McGowan Park and Ride McGowan & Power Line Rd. NE7012 (#11, 12)183  
265 Plumas Lake Park & Ride Feather River & Challice Creek NW7012 (#9, 10) 84



## Appendix F

### Implementation Plan from the Yuba/Sutter Transit Authority Short Range Plan

#### Fiscal Year 2015-16

Revise Route 4 A (September), including preparation of new schedules

Expand Live Oak Service to five days per week, and revise Wheatland service to three days per week (July)

Revise Dial-A-Ride program to eliminate general public day time service, reduce service area, revise age definition of senior, and expand capacity (September)

Conduct passenger surveys and implement earlier SR99PM commuter run (September)

Define specific proposal for Yuba College student fee and hold election (Spring)

Implement Connect Card, and closely monitor ridership and fare revenue impacts

Start implementing bus stop and transit center improvements and bus stop sign replacement

Expand road supervision to help address on-time performance issues

Fund the North Beale Road project

Implement the remainder of the on-board and park-and-ride video system

#### Fiscal Year 2016-17

Assuming a successful Yuba College student fee election, implement Sutter County Center shuttle service and eliminate fares for Yuba College students on local fixed routes, at the beginning of the Fall Semester.

Extend weekday and Saturday Local Route service by one hour, and trim Evening Dial-A-Ride to start at 7:00PM

Implement peak tripper service on Local Routes to improve on-time performance

Continue implementing bus stop and transit center improvements and bus stop  
Implement real-time transit information system  
Establish and fill additional administrative position  
Finalize plans for improvements to Routes 1, 3 and 6

Review the need for a fare increase

Purchase new Supervisor van

Conduct a study of a potential new transit center to replace the current stop at Alturas/Shasta

Fiscal Year 2017-18

Continue to expand Dial-A-Ride capacity

Continue implementing bus stop and transit center improvements

Implement 20-minute service frequency on Routes 1 and 3, along with potential realignment of Routes 3 and 6

Purchase seven replacement Commuter Service buses

Conduct study of a potential new transit center at North Beale Road Fiscal Year 2018-19

Purchase 11 low-floor Dial-A-Ride vans

Continue to expand Dial-A-Ride capacity

Continue implementing bus stop and transit center improvements Fiscal Year 2019-20

Purchase 13 buses for Local Fixed Route Service

Continue to expand Dial-A-Ride capacity

Continue implementing bus stop and transit center improvements and bus stop sign replacement

AGENDA ITEM V – C  
STAFF REPORT

**FEATHER RIVER AIR QUALITY MANAGEMENT DISTRICT (FRAQMD)  
BLUE SKY GRANT PROJECTS FOR FY 2019/2020**

**ISSUE**

The Feather River Air Quality Management District (FRAQMD) is expected to soon issue a Request for Proposals (RFP) for the FY 2019/2020 cycle of Blue Sky (AB 2766) grants. The funding amount for this next cycle has not yet been announced, but the annual allocation for FY 2020 is expected to be around \$250,000 as it has been for the last few years. Applications are typically due in September so staff is now requesting early Board input on concepts that could be developed into formal grant applications for Board consideration at the September meeting.

**BACKGROUND**

AB 2766 funds come from a \$4 annual Motor Vehicle Registration Fee that is collected on vehicles registered in Yuba and Sutter Counties to support a wide variety of air pollution reduction activities. Yuba-Sutter Transit has received FRAQMD funding for many projects over the years including discount bus pass programs for youth, seniors and persons with disabilities; local matching funds to expand the commuter and local fixed route bus fleets; local matching funds for the expansion of the Bogue Road Park & Ride Lot; non-advertising bus stop benches and shelters; bike racks for buses; bike lockers at bus stops; a multi-year vanpool subsidy program; enhanced bus stop passenger information materials; and, a Downtown Trolley demonstration service.

Yuba-Sutter Transit submitted three applications last year with a combined value of \$142,000 and all three were awarded. The largest of these grants was for \$120,000 for a 12 month extension of the Discount Monthly Pass Program for youth, seniors and persons with disabilities through March 2020. The second grant was for \$10,000 toward the annual cost of operating an expanded level of service on the Live Oak Route which was increased in July 2015 from three to five days a week. The third grant was for \$12,000 toward the purchase and installation of special bus stop benches at up to 24 local fixed route bus stops.

Over the last five years, Yuba-Sutter Transit has been awarded an average of \$143,300 annually from this program (\$142,000 in FY 2019, \$140,000 in FY 2018, \$150,000 in FY 2017, \$148,100 in FY 2016 and \$136,203 in FY 2015). Because funding is limited, it is important that Yuba-Sutter Transit's proposals be limited in number and ranked in priority as the program is typically over subscribed and some proposals may be rejected outright or funded at a level lower than requested.

**DISCUSSION**

Based on the long-term success of the combined discount monthly bus pass program, staff is again recommending that the highest priority project be to continue this program for another twelve month period after the existing grant expires at the end of March 2020. In 2018, a total of 11,300 discount monthly passes were sold and 277,470 discount monthly pass boardings were taken

representing 36 percent of all local fixed route trips. Of these discount monthly pass boardings; 55 percent were made by persons with disabilities, 25 percent by youth (ages 5 to 18) and 20 percent by seniors (age 65 and over).

For 2019, staff is now projecting the sale of approximately 12,000 discount monthly passes (up 6.2 percent from 2018) and the provision of 300,000 discount monthly pass boardings. These current year projections are higher than the actual 2018 figures because discount monthly passes are even more attractive since the July 1, 2019 increase in cash fares which resulted in a 24 percent increase in the sale of discount passes in July compared to July 2018. As a result, staff is now projecting the sale of 13,000 – 14,000 discount monthly passes over the proposed twelve month project period (April 2020 – March 2021). To maintain the current subsidy of \$10 for each discount pass, staff would recommend requesting as much as \$140,000 from FRAQMD with all other program expenses to again be provided by Yuba-Sutter Transit. An alternative approach would be to increase the out-of-pocket cost for each pass to reduce the FRAQMD subsidy by an equal amount. Depending on the amount of the increase, however, this could have a significant impact on the program through reduced pass sales and ridership.

Another project for consideration is the purchase and installation of additional bus stop furniture (shelters and/or benches) where advertising shelters and benches are not likely to be installed and, despite recent efforts, there are still a number of candidate locations throughout the service area. If desired, staff will develop specific site and cost estimates for Board consideration, but a good example is the project that was funded in part by FRAQMD last year which resulted in the recent installation of 48 unique, two-seat bus stop benches at locations lacking either a sidewalk and/or adequate right-of-way sufficient for traditional bus stop furniture.

In addition, Yuba-Sutter Transit has received five FRAQMD grants since 2015 to fund a portion of the cost to expand the Live Oak Route from three to five days a week so the Board may want to consider requesting additional funds for that purpose for 2019. If so, while staff would not recommend it as a high priority project, a minimum request of \$10,000 toward another 12 months of the expanded Live Oak service may be appropriate.

Staff will be prepared at the meeting to discuss these and any other project concepts that Board members may wish to introduce for consideration.

**RECOMMENDATION:** Direct staff as desired.

AGENDA ITEM V – D  
STAFF REPORT

**FY 2019 ANNUAL PERFORMANCE REPORT**

Attached is the systemwide performance report for the services operated by Yuba-Sutter Transit for all of FY 2019 (July 2018 through June 2019) presented in comparison with the performance for the previous fiscal year. After setting annual ridership records for 12 consecutive years and an almost unbelievable run of ridership increases in 24 of the previous 25 years through FY 2015, systemwide ridership has since declined for four consecutive years including a 8.9 percent one year decrease from FY 2018 to FY 2019. While the figures vary by service, systemwide ridership has now dropped by a total of 28.1 percent since the historic high water mark of nearly 1.3 million annual passenger boardings that were provided in FY 2015.

While similar or worse (sometimes much worse) ridership declines have been experienced by most transit agencies in the greater Sacramento area, throughout California and across the nation in recent years and there may be some common causal factors at play, but staff can certainly point to a number of local factors that may have contributed to Yuba-Sutter Transit's losses. These include the restructuring of Routes 1 and 4 and the elimination of the "transfer-for-a-transfer" policy that occurred in September 2015; chronic on-time performance and reliability problems with the older fixed route and the now replaced commuter buses; relatively low and stable fuel prices at least until recently; and, the general lack of population and employment growth in the region. In addition, the FY 2019 ridership drop was certainly made worse by the July 1, 2018 elimination of free transfers with the full and final conversion to the Connect Card electronic fare card system; the extremely unhealthy wild fire related smoke conditions in November 2018 that resulted in extended school and program closures throughout the valley; and, the extreme local traffic congestion since February due to the hauling of Camp Fire related debris from Butte County to the Ostrom Road Landfill. Over the last four years, by service type, local fixed route ridership has dropped 31.4 percent, Sacramento ridership is down 13.2 percent and Dial-A-Ride ridership is off 15.7 percent while the combined ridership on the three rural routes is actually up by 37.8 percent.

For FY 2019, the largest one year ridership drop in terms of passenger trips was on the local fixed route system for all of the reasons noted above. The Dial-A-Ride service also experienced a significant percentage reduction in ridership (down 10.8 percent) although that did result in some reduction in service hours (down 4.3 percent). The most significant good news is that ridership on the combined Sacramento services was up 1.3 percent compared to FY 2018 and up 2.9 percent compared to FY 2017. Interestingly, ridership on all three rural routes, which tend to vary widely from year to year due to the limited nature of these services, is doing very well with ridership on the combined rural services up 19.3 percent over FY 2018.

On the financial side, despite the 8.9 percent systemwide ridership drop, annual systemwide fare revenue was up 3.4 percent over FY 2018 due primarily to the increase in Sacramento ridership and an increase in the average fare on the local fixed route system due to the elimination of transfers especially since the daily cap provision of the Connect Card has not yet widely been used. Combining the increase in fare revenue with the slight reduction in vehicle service hours, the systemwide farebox recovery ratio figure for FY 2019 was down only slightly from FY 2018.

Looking forward, the most significant factor for FY 2020 will be the still uncertain systemwide ridership and financial impacts of the July 1<sup>st</sup> fare increases specifically how the cash fare increase on the local fixed route system will drive passengers to greater use of both monthly passes and the daily cap that are available only with a Connect Card. The full impacts of the fare changes are not likely to be known until well into the fiscal year as monthly pass prices were largely unchanged and the change in the local fixed route daily cap policy on cash fares from three to two boardings a day should result in higher Connect Card use and ridership especially among cash fare passengers. Other factors to watch this next year will be the end of the Camp Fire debris removal process this fall; the December replacement

of eleven chronically unreliable local fixed route buses; the January introduction of the free shuttle service to Yuba College's Sutter County Center; and, the fate of the Feather River Air Quality Management District (FRAQMD) funded discount monthly pass program that is now scheduled to end on March 31, 2020.

Staff will be prepared to discuss the performance summary in detail at the meeting.

RECOMMENDATION: Information only.

**ANNUAL PERFORMANCE REPORT  
FISCAL YEAR 2018-2019**

<b>Fixed Route:</b>	Passenger Trips	Vehicle Serv. Hours	Pass. Trips Per VSH	Est. Fare Revenue	Fare Rev. Per VSH	Est. Farebox Ratio
July 2018 - June 2019	731,507	51,816.74	14.12	\$506,789	\$9.78	12.2%
July 2017 - June 2018	817,937	51,965.57	15.74	\$506,709	\$9.75	12.8%
Percent Change	-10.6%	-0.3%	-10.3%	0.0%	0.3%	-4.5%
<b>Dial-A-Ride:</b>						
July 2018 - June 2019	59,093	24,290.96	2.43	\$126,697	\$5.22	6.5%
July 2017 - June 2018	66,230	25,386.96	2.61	\$122,718	\$4.83	6.4%
Percent Change	-10.8%	-4.3%	-6.8%	3.2%	8.0%	1.9%
<b>Sacramento Services (Commuter &amp; Midday):</b>						
July 2018 - June 2019	134,381	14,059.90	9.56	\$569,046	\$40.47	50.6%
July 2017 - June 2018	132,626	13,817.23	9.60	\$534,518	\$38.68	50.9%
Percent Change	1.3%	1.8%	-0.4%	6.5%	4.6%	-0.6%
<b>Foothill Route:</b>						
July 2018 - June 2019	2,135	964.03	2.21	\$1,897	\$1.97	2.5%
July 2017 - June 2018	1,943	977.29	1.99	\$1,663	\$1.70	2.2%
Percent Change	9.9%	-1.4%	11.3%	14.1%	15.8%	11.8%
<b>Live Oak Route:</b>						
July 2018 - June 2019	4,211	919.41	4.58	\$3,509	\$3.82	4.8%
July 2017 - June 2018	3,455	905.98	3.81	\$3,174	\$3.50	4.6%
Percent Change	21.9%	1.5%	20.2%	10.6%	9.0%	3.7%
<b>Wheatland Route:</b>						
July 2018 - June 2019	624	520.45	1.20	\$837	\$1.61	2.0%
July 2017 - June 2018	445	459.76	0.97	\$605	\$1.32	1.7%
Percent Change	40.2%	13.2%	23.6%	38.3%	21.8%	18.3%
<b>Systemwide Summary:</b>						
July 2018 - June 2019	931,951	92,571.49	10.07	\$1,208,775	\$13.06	16.3%
July 2017 - June 2018	1,022,636	93,512.79	11.17	\$1,169,387	\$12.51	16.5%
Percent Change	-8.9%	-1.0%	-9.9%	3.4%	4.4%	-0.8%

Notes:

1. All financial calculations are estimates pending final fiscal audits.
2. Prior year estimated fare revenue calculations were corrected through the third quarter.