



## MEETING NOTICE & AGENDA

**DATE:** Thursday, October 19, 2023

**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

Bains (Chair), Blaser, Buttacavoli, Flores, Fuhrer (Vice-Chair), Hudson, Kirchner, 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. Consent Calendar

All matters listed under the 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 September 21, 2023. (Attachment)
- B. Disbursement List for September 2023. (Attachment)
- C. Monthly Performance Report for September 2023. (Attachment)

### IV. Reports

#### A. Caltrans Temporary Construction Easement (TCE) Agreement Extension. (Attachment)

RECOMMENDATION: Authorize execution of the attached Amendment to the Caltrans TCE, identified as Parcel #37882-4, as proposed.

#### B. Caltrans Quit Claim Request. (Attachment)

RECOMMENDATION: Authorize the Board Chair to execute the Caltrans Quitclaim Deed for parcel 38520-A, as proposed.

#### C. State Transit & Intercity Rail Capital Program (TIRCP) Grant Fund Master Agreement. (Attachment)

RECOMMENDATION: Adopt Resolution No. 13-23 authorizing the Executive Director to execute the Caltrans Master Agreement and Program Supplements necessary to receive awarded TIRCP funds, as proposed.

**D. Sacramento Area Council of Governments (SACOG) Regional Funding Round Grant Subrecipient Agreement. (Attachment)**

RECOMMENDATION: Authorize the Executive Director to execute a subrecipient agreement with SACOG, accepting up to \$500,000 from the previously awarded FY 2023 Regional Funding Round, as proposed.

**E. Project & Program Updates.**

1. NextGen Facility Environmental RFP
2. Annual Sacramento Area Council of Governments (SACOG) Unmet Transit Needs Hearings:  
Virtual – Via Zoom, 6:00 pm, Monday, October 23<sup>rd</sup>  
In Person – Yuba County Government Center, 1:00 pm, Wednesday, October 25<sup>th</sup>
3. Sikh Parade Shuttle
4. Legislative Update

RECOMMENDATION: Information only.

**V. Correspondence / Information**

- A. Zero Emission Bus Rollout Plan Acceptance Letter from California Air Resources Board (Attachment)
- B. SACOG Newsletter Article (Attachment)

**VI. Other Business**

**VII. Adjournment**

**THE NEXT MEETING IS SCHEDULED FOR THURSDAY, NOVEMBER 16, 2023  
AT 4:00 P.M. AT THE YUBA COUNTY GOVERNMENT CENTER**

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 by email at [info@yubasuttertransit.com](mailto:info@yubasuttertransit.com) at least 72 hours in advance so such aids or services can be arranged.

## AGENDA ITEM III – A

### YUBA-SUTTER TRANSIT AUTHORITY MEETING MINUTES SEPTEMBER 21, 2023

#### I. Call to Order & Roll Call (6:00 P.M.)

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

#### II. Public Hearings

##### A. Final Draft Sacramento Service Plan.

##### 1. Staff Presentation

Executive Director Mauk stated that in May of 2020 during the onset of the pandemic, Yuba-Sutter Transit suspended six of its twenty-three weekday Sacramento schedules due to the State shutting down. Three and a half years later, ridership has not come back to pre-pandemic numbers and the six schedules remain suspended.

In FY 2023, the Sacramento ridership was 38,456 trips which is a 32% increase from FY 2022, but still down 71% from the last pre-pandemic year of FY 2019. With the 2020 reduction in service, we are operating 25% less vehicle service hours than we did pre-pandemic. Our productivity, as measured by passengers per vehicle service hour, was 3.6 passengers per hour in FY 2023 which is down from 9.6 passengers per hour in 2019.

Mauk stated that our NextGen Transit Plan recommended the elimination of one AM and one PM commuter schedule, in part to reallocate resources for the implementation of the Roseville service. Yuba-Sutter Transit did public outreach starting in mid-July with a draft plan and received comments from the public. After receiving the comments, we made minor changes and released the final draft plan in August 2023. On August 22, 2023, the notice for today's public hearing was published in the Appeal Democrat. During this process, Yuba-Sutter Transit did extensive public outreach through our newsletters, press releases, email blasts, website, social media, and staff riding the routes.

Mauk stated that the NextGen Transit Plan recommendation to remove one AM schedule and one PM schedule was estimated to decrease operating cost by \$165,000 in FY 2024 and \$198,000 in the first full fiscal year of FY 2025. Assuming the implementation of the Roseville service in FY 2025, it would offset some of that cost savings.

The final draft plan was summarized as follows:

1. Permanent elimination of the six suspended schedules.
2. Elimination of the existing 2nd morning and 3rd afternoon Highway 99 schedules.
3. Elimination of the existing 3rd Midday schedule.
4. Schedule changes and realignment of the 1st and 2nd Midday schedules to provide service from Yuba City and the Highway 70 corridor, with return service to all stops upon request.

5. Minor time changes (and some name changes) for the remaining schedules, including a slight push of the last afternoon Highway 99 bus to depart Sacramento 10 minutes later than it does now.

2. Open/Close hearing

The Public Hearing opened at 6:09 pm.

Ms. Heather Esterman stated that she works for the Department of Education at the East End complex in Sacramento, and she is happy with the change for the 2<sup>nd</sup> midday schedule, adding the extra five minutes will make it much easier for employees who work until noon to catch this bus. Ms. Esterman appreciated that Yuba-Sutter Transit didn't take away more trips because this service is not just used by state workers but used by all kinds of passengers to get to Sacramento.

A public comment was made online that we should keep the 3<sup>rd</sup> 99 schedule so passengers can catch the stop at P & 9<sup>th</sup> at 4:22 pm or change the times on the 1<sup>st</sup> 99 so it would leave downtown Sacramento at 4:00 pm.

The Public Hearing was closed at 6:24 pm.

3. Board Discussion and Action

Director Fuhrer inquired as to the potential cost of the requested extra 3<sup>rd</sup> 99 run. Mauk stated that the route could be maintained in keeping with the original recommendation, but the direct annual costs for one commuter schedule would be approximately \$65,000.

Director Hudson asked if Yuba-Sutter Transit is getting a return on the investment of \$65,000 for that one schedule with our current ridership on 3<sup>rd</sup> 99 PM. Mauk stated that for the calendar year 2023 through August, the average on this schedule was 10.2 riders per day, with the top day in August was 17 riders. He also noted that the combined Sacramento fare box ratio was 16.7% for all of FY 2023.

Director Fuhrer made a motion to approve the Sacramento schedule and policy changes as proposed, effective November 1, 2023. Director Kirchner seconded the motion and it carried unanimously.

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

Ms. Heather Esterman commented that the Dial-A-Ride program is cumbersome, stating that calling and actual reaching someone in dispatch is hard, and having to schedule two weeks in advance makes it hard to get trips a few days in advance because at that time there is nothing available.

Ms. Esterman also stated that Yuba-Sutter Transit should work with Sutter Yuba Behavioral Health to help fix the bus stop at the Live Oak Behavioral Health building because the parking lot is gravel, and it is hard to navigate.

### **IV. Consent Calendar**

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

## **VI. Reports**

### **A. Request for Proposals (RFP) for Ongoing Information Technology (IT) Support Services – Implementation of the NextGen Transit Plan.**

Mauk stated that the NextGen Transit Plan recommended hiring a full-time, in-house Information Technology (IT) employee. The recommendation was based on our current IT support needs and consideration of the increase in IT needs to support the launch of on-demand services, as well as the design and construction of the new transit facility.

Mauk stated that at this time, most of the equipment vendors for IT systems such as the Connect Card fare cards and automatic vehicle location provide support for repair. Yuba-Sutter Transit currently contracts for routine IT support service through Alliant Networking Services, including hardware purchases and maintaining desktops. Mauk stated that our Planning Manager works closely with our vendors on IT issues.

Rather than recruiting an IT manager, the staff recommendation is to instead release an RFP with an increased scope of work with various IT components of the NextGen Transit Plan which would be more cost effective than hiring a full-time in-house IT Manager. Based on the original plan recommendation, the FY 2024 budget included \$97,000 for the salary and benefits for an IT Manager and estimated a total cost of \$480,000 for salary and benefits through FY 2027. In comparison, the cost for the Alliant Networking Services contract for the last year was approximately \$25,000. That five-year contract has expired and continues on a month-to-month basis.

Mauk stated that if approved, staff would release the RFP immediately and anticipate an award recommendation coming back to the Board in December. The contract would likely be executed in January 2024, with a three-year term and two optional one-year extensions.

Director Fuhrer made a motion to release the RFP for IT Support Services as proposed. Director Kirchner seconded the motion and it carried unanimously.

### **B. Special Service Authorization for the 2023 Sikh Parade Parking Shuttle.**

Mauk discussed a request for special service for the 2023 Sikh Parade parking shuttle noting that this service has been provided for many years except in 2020 when the event was cancelled due to the pandemic. The Sikh Temple Gurdwara is requesting the service and committing to a contribution of \$22,000 toward passenger fares which is expected to cover the direct operating cost of the service. The parade will be on Sunday, November 5<sup>th</sup> and the service is expected to include up to 22 buses operating approximately 235 hours of service, consistent with previous service levels.

Director Fuhrer made a motion to authorize the operation of a parking lot shuttle service as proposed. Director Hudson seconded the motion and it carried unanimously.

### **C. Feather River Air Quality Management District (FRAQMD) Blue Sky Grant Application for FY 2024.**

Mauk stated that the Feather River Air Quality Management District (FRAQMD) is now accepting proposals for the current round of Blue Sky Grants. Approximately \$120,000 is available this year which is up from \$100,000 last year. Yuba-Sutter Transit has long submitted grant applications to this program and most recently received funds to support the very successful Discount Monthly Pass Program for youth, seniors, and persons with disabilities. Under this program, regular \$15 discount monthly passes are sold for just \$5 using FRAQMD funds to cover the \$10 in lost fare on each pass. Based on current discount pass sales and

allowing for continued growth in the future, staff is currently projecting the sale of 10,000 passes over the 12-months of the program. With approval, the grant request will be for \$100,000.

Director Fuhrer made a motion to authorize the submittal of a FRAQMD Blue Sky grant application for continuation of the Discount Monthly Bus Pass Program for area youth, seniors, and person with disabilities as proposed. Director Kirchner seconded the motion and it carried unanimously.

**D. FY 2023 Annual Performance Report.**

Mauk discussed the performance report for the annual period ending June 2023. He noted that there is a reference to the Oroville shuttle which was still in operation for the first three months of the previous reporting period.

Mauk stated that overall ridership is up 15% system wide from the previous year with vehicle service hours remaining flat, and that the 7% drop in fare box ratio is due to increased operating costs.

**E. Project & Program Updates.**

**1. Binney Junction / State Route 70 (B Street) Highway Project**

Caltrans started construction on July 31<sup>st</sup>. Per our temporary encroachment agreement, they fenced and secured a significant portion of our north yard. Due to the two-month delay from the original start date, staff is working with Caltrans to extend the temporary agreement to shift the ending date by two months. Shifting the agreement is contingent on a formal extension of the lease agreement with the Yuba County airport for bus overflow parking.

The temporary easement for phase two of the construction, which would take over significant portions of both the north and south yards, is planned for September 2024 through December 2026.

**2. Yuba-Sutter Transit FY 2023 Fiscal Audit (Virtual Field Work September 25 – 29)**

Mauk noted that field work for the annual fiscal audit will be conducted all next week.

**3. Annual Sacramento Area Council Governments (SACOG) Unmet Transit Needs Hearings.**

Mauk stated that the annual Unmet Transit Needs Hearings, as required by State Transportation Development Act funding regulations, will be held virtually at 6:00pm, Tuesday, October 23<sup>rd</sup> and in person locally at the Yuba County Government Center at 1:00pm, Monday, October 25<sup>th</sup>.

**VI. Correspondence / Information**

None.

**VII. Other Business**

Mauk stated that Yuba-Sutter Transit will operate full service on October 9<sup>th</sup>, Columbus Day.

Director Fuhrer stated that he hopes we are being responsive to the public comments when it comes to shifting a route by a few minutes or to meet the public's needs when there is a large demand or offering passengers an option.

Director Kirchner agreed with Director Fuhrer's comments.

**VIII. Adjournment**

The meeting was adjourned at 6:48 pm.

**THE NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY OCTOBER 19, 2023 AT 4:00 P.M. IN THE YUBA COUNTY BOARD OF SUPERVISORS CHAMBERS UNLESS OTHERWISE NOTICED.**

**AGENDA ITEM III - B  
YUBA-SUTTER TRANSIT  
DISBURSEMENT LIST  
MONTH OF SEPTEMBER 2023**

CHECK NO.	AMOUNT	VENDOR	PURPOSE
EFT	\$ 8,271.78	CALPERS HEALTH	HEALTH INSURANCE
EFT	\$ 4,488.06	CALPERS RETIREMENT	RETIREMENT PAYMENT (EMPLOYER SHARE)
EFT	\$ 729.00	CALPERS 457 PLAN	EMPLOYER CONTRIBUTION
EFT	\$ 48,656.37	PAYROLL	PAYROLL
EFT	\$ 1,651.55	PRINCIPAL MUTUAL LIFE INSURANCE	L/D/LTD INSURANCE
EFT	\$ 36.89	CALIFORNIA WATER SERVICE	FIRE SUPPRESSION - SEPTEMBER 2023
EFT	\$ 362.25	CALIFORNIA WATER SERVICE	WATER
EFT	\$ 6,008.29	PG&E	ELECTRIC #1
EFT	\$ 58.72	PG&E	ELECTRIC #2 - PARKING LOT LIGHTS - SEPTEMBER 2023
EFT	\$ 45.18	PG&E	GAS - AUGUST 2023
EFT	\$ 359.23	COMCAST BUSINESS	INTERNET SERVICES - SEPTEMBER 2023
EFT	\$ 386.61	COMCAST BUSINESS	TELEPHONE SERVICES - SEPTEMBER 2023
EFT	\$ 14,772.29	RAMOS OIL COMPANY	BUS FUEL - GAS 8/10/2023 - 8/31/2023
EFT	\$ 5,077.60	RAMOS OIL COMPANY	BUS FUEL - GAS 9/1/2023 - 9/10/2023
EFT	\$ 580.00	RICH, FUIDGE, BORDSEN & GALYEAN, INC	LEGAL SERVICES 8/16/2023 - 9/15/2023
EFT	\$ 3,467.32	CARDMEMBER SERVICES	CREDIT CARD -SUBSCRIPTIONS, DUES, SILTSOXX, ADMIN & OPERATION SUPPLIES
EFT	\$ 238.83	UTILITY MANAGEMENT SERVICES	SEWER
EFT	\$ 221.60	PRIMEPAY	PAYROLL FEES - AUGUST 2023
EFT	\$ 293.31	ELAVON	MERCHANT SERVICE FEE - SEPTEMBER 2023
18547	\$ 236.92	ADVANCED DOCUMENTS CONCEPTS	COPY MACHINE CHARGES - AUGUST 2023
18548	\$ 175.00	ALL SEASONS TREE & TURF CARE	LANDSCAPING & WEED CONTROL AUGUST 2023
18549	\$ 2,015.00	ALLIANT NETWORKING SERVICES INC	IT SERVICES - SEPTEMBER 2023
18549	\$ 117.96	ALLIANT NETWORKING SERVICES INC	REPLACEMENT PC DRIVE - LO
18550	\$ 32,263.45	INTERSTATE OIL COMPANY	BUS FUEL - DYED DIESEL
18551	\$ 310.00	LAMAR ADVERTISING	CAMPAIGN ADS ON BUSES
18552	\$ 406.59	MATTHEW MAUK	REIBURSEMENT - CALACT BOARD MEETING 8/28 - 8/30
18553	\$ 1,787.10	PREMIER PRINT & MAIL	PRINTING - NEWSLETTER MASTHEAD & ENVELOPES
18554	\$ 33.31	QUILL CORPORATION	OFFICE SUPPLIES - HIGHLIGHTERS, CALCULATOR, MARKERS
18555	\$ 1,100.00	RC JANITORIAL	JANITORIAL SERVICES - AUGUST 2023
18556	\$ 16,800.80	RIVER VALLEY/STIRNAMAN INSURANCE	EXCESS LIABILITY INSURANCE - 8/28/2023 - 8/28/2024
18557	\$ 617.11	SAWYER'S HANDYMAN SERVICES	INSTALL BENCH AND LANDSCAPE 8 BUS STOPS
18558	\$ 1,133.46	SC FUELS	DEF FLUID
18559	\$ 565.47	SECURITAS TECHNOLOGY CORPORATION	SECURITY SERVICES - SEPTEMBER 2023
18560	\$ 55.00	SHELBY'S PEST CONTROL	PEST CONTROL SERVICES - SEPTEMBER 2023
18561	\$ 39.33	STAPLES	MAGNETIC WHITE BOARD CALENDAR
18562	\$ 497,397.39	STORER TRANSIT SYSTEMS	CONTRACT SERVICES & VEHICLE INSURANCE - 7/2023
18563	\$ 535.00	STREAMLINE	WEBSITE SERVICES - SEPTEMBER 2023
18564	\$ 1,351.00	T-MOBILE	WIFI SERVICE ON BUSES - AUGUST 2023
18565	\$ 3,293.17	TEHAMA TIRE SERVICE INC	TUBES/TIRES
18566	\$ 621.15	TIAA COMMERCIAL FINANCE INC	COPY MACHINE RENTAL - JULY & AUGUST 2023
18567	\$ 1,594.87	A-Z BUS SALES	CAT CLAMPS ON BUS #1693, #1696 & #1697
18568	\$ 1,990.00	ALLIANT NETWORKING SERVICES INC	IT SERVICES - OCTOBER 2023
18569	\$ 255.00	APPEAL DEMOCRAT	PUBLIC HEARING NOTICE - 2024 SAC COM SRV CHANGES
18570	\$ 2,412.39	CONNECT CARD REGIONAL SERVICE CENTER	CONNECT CARD SALES - AUGUST 2023
18571	\$ 35,028.60	HUNT & SONS INC	BUS FUEL - DYED DIESEL
18572	\$ 476.44	LANDA & SONS GLASS INC	REPLACE GLASS - YIS BEHAVIORAL HEALTH, YC
18573	\$ 1,646.55	QuEST	MAINTENANCE OF BUS STOPS/SHELTERS - 8/23
18574	\$ 580.74	QUILL CORPORATION	JANITORIAL SUPPLIES - SEPT 2023
18575	\$ 3,852.16	RECLAMATION DISTRICT 784	FY 2024 LEVEE & INTERNAL DRAINAGE O&M 6035 AVONDALE AVE
18576	\$ 1,050.00	SAWYER'S HANDYMAN SERVICES	REPLACE BUS STOP SIGNS AND LANDSCAPE STOPS
18577	\$ 938.31	SC FUELS	DEF FLUID
18578	\$ 894.76	SMART MARKETING AND PUBLIC AFFAIRS	MARKETING LABOR & PRINTING RIDE GUIDES
18579	\$ 7,483.50	SUTTER BUTTES COMMUNICATION INC	SERVICE AGREEMENT & REPEATER FEES - 9/23 TO 12/23
18580	\$ 74.61	SUTTER COUNTY LIBRARY	CONNECT CARD SALES COMMISSION - AUG 2023
18581	\$ 4,322.20	TEHAMA TIRE SERVICE INC	TUBES/TIRES
	\$ 719,159.22		

**LAIF  
TRANSFERS**

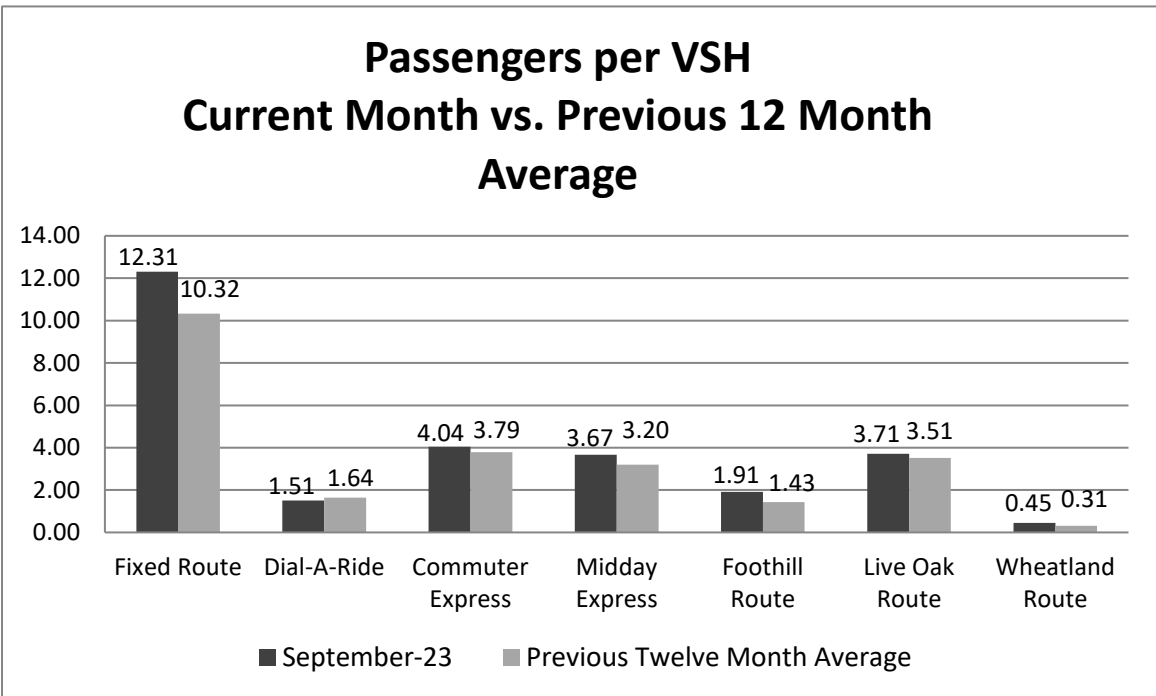
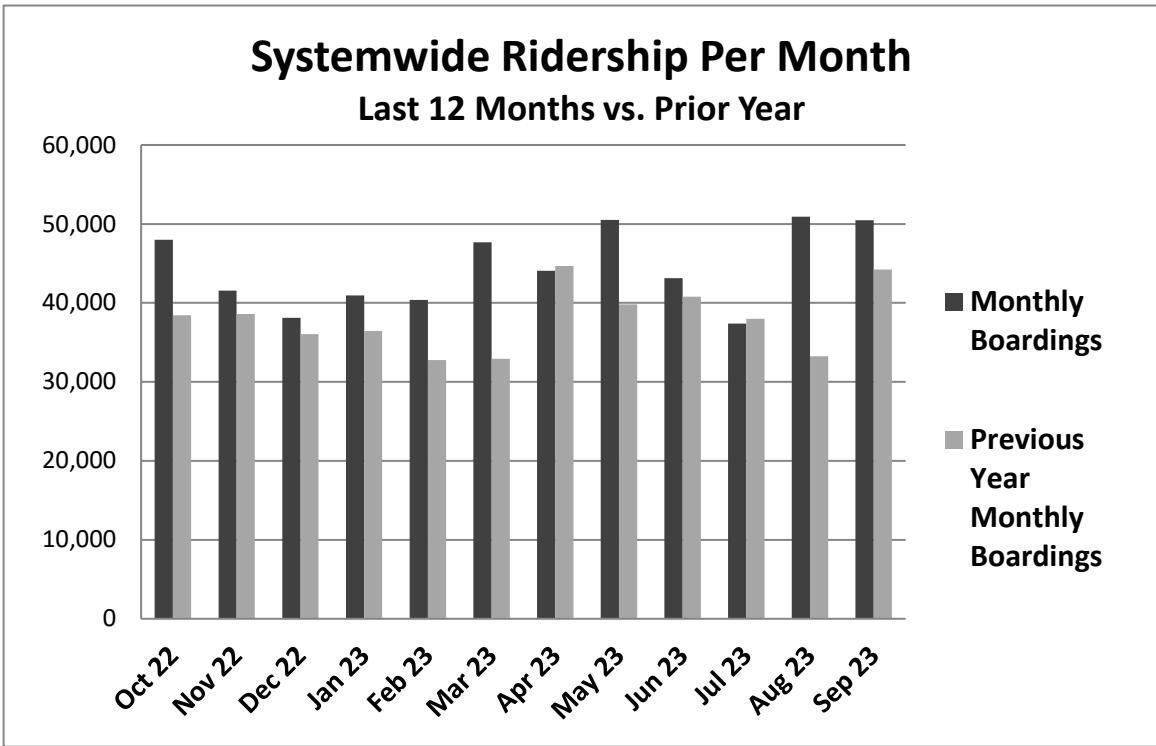


## AGENDA ITEM III - C

### SEPTEMBER 2023 PERFORMANCE REPORT

<b>Ridership:</b>	<b>September-23</b>	<b>Previous Twelve Month Average</b>	<b>Fiscal YTD</b>	<b>Previous Fiscal YTD</b>
Fixed Route	44,013	37,706	118,985	103,798
Dial-A-Ride	2,504	2,549	7,850	7,519
Commuter Express	2,900	2,755	8,850	8,186
Midday Express	558	509	1,584	1,342
Foothill Route	155	123	502	347
Live Oak Route	304	279	927	757
Wheatland Route	20	15	58	40
<b>Total Ridership:</b>	<b>50,454</b>	<b>43,935</b>	<b>138,756</b>	<b>121,989</b>
<b>Vehicle Service Hours:</b>				
Fixed Route	3,574.60	3,653.51	11,045.47	11,027.11
Dial-A-Ride	1,659.22	1,551.79	5,375.34	3,944.68
Commuter Express	717.80	725.88	2,224.57	2,222.55
Midday Express	152.12	159.03	469.57	489.34
Foothill Route	81.12	85.81	255.20	256.99
Live Oak Route	81.84	79.44	258.08	230.99
Wheatland Route	44.91	48.21	138.33	139.10
<b>Total VSH's:</b>	<b>6,311.61</b>	<b>6,303.66</b>	<b>19,766.56</b>	<b>18,310.76</b>
<b>Passengers Per Hour:</b>				
Fixed Route	12.31	10.32	10.77	9.41
Dial-A-Ride	1.51	1.64	1.46	1.91
Commuter Express	4.04	3.79	3.98	3.68
Midday Express	3.67	3.20	3.37	2.74
Foothill Route	1.91	1.43	1.97	1.35
Live Oak Route	3.71	3.51	3.59	3.28
Wheatland Route	0.45	0.31	0.42	0.29
<b>Total Passengers Per VSH:</b>	<b>7.99</b>	<b>6.97</b>	<b>7.02</b>	<b>6.66</b>

## SEPTEMBER 2023 PERFORMANCE REPORT



AGENDA ITEM IV – A  
STAFF REPORT

**CALTRANS TEMPORARY CONSTRUCTION EASEMENT (TCE) AGREEMENT EXTENSION**

The State Route 70 Binney Junction Roadway and Complete Streets Project started in July 2023. The first construction work on the project involves the installation of pump stations at each of the two railroad under crossings since State Route 70 will be lowered at both locations to provide more clearance under the railroad tracks. A Temporary Construction Easement (TCE #37882-4) was executed with the California Department of Transportation (Caltrans) District 3 to allow access to a major portion of Yuba-Sutter Transit's northern bus parking area from June 1, 2023, through January 31, 2024. The contractor, Granite Construction, is using the easement area to store equipment and materials as the pump house is built between the parking lot and Highway 70 (B Street). The temporary easement for phase two of the construction, which will take over significant portions of both the north and south yards, is planned for September 2024 through December 2026 and is still under negotiations.

Because up to fifteen buses would be displaced from their normal overnight parking stalls by the construction easement, staff worked with Caltrans to secure an alternative parking location at the Yuba County Airport. The Board approved a lease agreement with Yuba County for the 0.75-acre, semi-improved parking lot at the Yuba County Airport for the period June 1, 2023, to January 31, 2024. The subject lot is fenced, secured, and lighted, making it an ideal location to store buses that are not in use during the eight-month construction period. The lease amount of \$1,800 per month is being paid directly by Caltrans along with costs associated with utilizing the parking lot for bus storage such as additional staff time for our service contractor, fuel consumed, and any additional insurance costs that may occur.

The actual start of construction on the Project was delayed by approximately two months and contractors didn't begin work on Yuba-Sutter Transit's property until July 31st. In accordance with the terms of the TCE agreement, they fenced and secured a portion of the north yard and Yuba-Sutter Transit began parking displaced vehicles at the Airport site as needed. Due to the two-month delay from the original planned start date, Caltrans is now requesting an extension of the TCE agreement to shift the ending date by two months. Amending the agreement is contingent on a formal extension of the lease agreement with the Yuba County Airport for continued use of the bus overflow parking lot. In consultation with Yuba-Sutter Transit legal counsel and County counsel, staff has acquired the necessary formal commitment from the Airport to allow for continued use of the leased parking area for an extra two months, per the same rate and contract terms.

The proposed term extension of the TCE through March 31, 2024, would have no direct cost impact to Yuba-Sutter Transit as the construction timeline is simply being pushed back two months and the additional Airport lease costs are being borne by Caltrans per the terms of the existing agreement. In addition, the State proposes to pay Yuba-Sutter Transit the sum of \$1,000.00 for the additional duration of the agreement.

The attached amendment to the TCE agreement was prepared by Caltrans and reviewed by legal counsel. Board authorization to execute the amendment is now being recommended. Staff and counsel will be prepared at the meeting to discuss the agreement and potential impacts in as much detail as desired.

**RECOMMENDATION:** Authorize execution of the attached Amendment to the Caltrans TCE, identified as Parcel #37882-4, as proposed.

**AMENDMENT TO "AGREEMENT" RIGHT OF WAY CONTRACT**

(Form #)

03	YUB	70	15.3
Dist	Co	Rte	Post
37882-4		0H160 / 0315000082	
Parcel No.		Exp Auth/Proj ID.	

WHEREAS, **YUBA-SUTTER TRANSIT AUTHORITY, A JOINT POWERS AGENCY** and the **STATE OF CALIFORNIA, ACTING BY AND THROUGH THE DEPARTMENT OF TRANSPORTATION**, have heretofore entered into that certain Right of Way Contract **dated May 1, 2023**, which contract sets forth the terms and conditions under which the State acquired certain rights for State transportation purposes described in the **AGREEMENT BETWEEN YUBA-SUTTER TRANSIT AUTHORITY AND THE STATE OF CALIFORNIA, DEPARTMENT OF TRANSPORTATION**, in the form of one (1) **Temporary Construction Easement** identified as **Parcel 37882-4**.

WHEREAS, Subsequent to entering into said contract, during the course of its transportation project entitled "State Route 70 Binney Junction Roadway and Complete Streets Project" and known as 03-YUB-70 EA:0H160/Proj:0315000082, on State Route 70 in and near the City of Marysville, from 0.1 mile south of 14<sup>th</sup> Street to just north of Cemetery Road, in Yuba County, it was determined in accordance with and subject to the laws of the State of California and the rules and regulations of the Department of Transportation, for a change in the project schedule, impacting the effective dates and duration of the Temporary Construction Easement identified as Parcel 37882-4, listed in the AGREEMENT BETWEEN YUBA-SUTTER TRANSIT AUTHORITY AND THE STATE OF CALIFORNIA, DEPARTMENT OF TRANSPORTATION, Section 4 on Pages 2 & 3.

WHEREAS, By reasons of the foregoing it is now the desire of the parties hereto to amend said Right of Way Contract and to compensate the Grantor for the additional duration of the Temporary Construction Easement, identified as Parcel 37882-4.

NOW, THEREFORE, It is understood and agreed by and between the parties hereto as follows: Said Temporary Construction Easement, identified as Parcel 37882-4 shall be for a total period of an additional two (2) months. The additional two (2) months shall commence February 1, 2024, and terminate on March 31, 2024, or the completion of construction, whichever occurs first. Permission is hereby granted the State or its authorized agent to enter upon Grantor's land where necessary, within that certain Temporary Construction Easement, identified as Parcel 37882-4 for the purpose as described. State shall pay Grantor the sum of \$1,000.00 for the additional duration of the Temporary Construction Easement, identified as Parcel 37882-4.

**All other terms and conditions of contract remain unchanged.**

IN WITNESS WHEREOF, the parties hereto have executed this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

**RECOMMENDED FOR APPROVAL:**

\_\_\_\_\_  
KARM BAINS, Board Chairman  
YUBA-SUTTER TRANSIT AUTHORITY, A JOINT POWERS AGENCY  
Grantor

**APPROVED:**  
STATE OF CALIFORNIA  
Department of Transportation

\_\_\_\_\_  
TAREY TOWNSEND  
Associate Right of Way Agent  
Marysville

\_\_\_\_\_  
HARDEEP PANNU  
Senior Right of Way Agent  
Acquisition, Federal & State Lands Branch  
Marysville

AGENDA ITEM IV – B  
STAFF REPORT

**CALTRANS QUIT CLAIM REQUEST**

The State Route 70 (SR 70) Binney Junction Roadway and Complete Streets Project started in July 2023. The first phase of the project involves the installation of pump stations at each of the two railroad under crossings. The second phase is anticipated to start in the Fall of 2024 and involves a complete reconstruction and lowering of the roadway under the railroad overcrossings along with installing bike and pedestrian infrastructure.

As part of this project, Caltrans (State) is securing permanent and temporary easements as needed to facilitate completion of the construction and clearing up any right of way issues. Through this research, Caltrans staff discovered that when SR 70 (B St.) was built on its current alignment in the 1950's, it crossed the historic parcel that encompassed the property currently owned by Yuba-Sutter Transit. The original parcel was effectively bisected by the new SR 70/B St. realignment, thus reducing the size of the primary property on the west side and forfeiting a small sliver of property on the east side of the highway at the current intersection of East 24th St. However, the underlying fee rights (easement), identified as Quitclaim parcel 38520-A in orange on the attached map, were apparently never settled. By default, the underlying fee rights on the subject parcel are still associated with Yuba-Sutter Transit's property even though it is located across the highway and provides no appreciable link or benefit to Yuba-Sutter Transit.

Upon completion of the current roadway project, the State intends to deed unneeded property in the vicinity to the immediate east of the project to the Marysville Unified School District. However, the underlying fee rights still on record could complicate the transfer of that excess property. The explanation from Caltrans District 3 staff is as follows:

“We (State) are acquiring any underlying fee rights within that portion of E. 24<sup>th</sup> Street that we (State) are acquiring for this project. That area was City right of way, but we (State) will take over that portion from the City by Section 83. The reason for the need to acquire the underlying fee is because we (State) are planning to Director's Deed a portion of that area to the high school after project completion. So, we (State) are trying to head off any possible title issues. It stems from when we (State) acquired property for the original realignment of SR 70 in the 1950's.”

Attached for Board review and consideration is an engineer's description and the Quitclaim Deed requested by Caltrans to relinquish any potential claim Yuba-Sutter Transit may have on the subject parcel located on the opposite side of SR 70. If approved, this action would have no direct cost impact to Yuba-Sutter Transit.

Staff is recommending that the Board authorize the execution of the Quitclaim so Caltrans can utilize and/or transfer the subject property as needed. The attached Quitclaim Deed was prepared by Caltrans and has been reviewed by counsel for legal sufficiency. Staff and legal counsel will be prepared at the meeting to discuss this Quitclaim Deed in detail.

**RECOMMENDATION:** Authorize the Board Chair to execute the Caltrans Quitclaim Deed for parcel 38520-A, as proposed.

RECORDING REQUESTED BY  
DEPARTMENT OF TRANSPORTATION  
When Recorded Mail Deed & Applicable  
Tax Documents to:  
California Department of Transportation  
North Region Right of Way  
703 B Street, Marysville, California 95901  
Fee Exempt Gov. Agency  
R & T Code: 11922  
DOCUMENTARY TRANSFER TAX \$0  
Calif. Dept. of Transportation

Documentary Recording Fee  
Exempt Per G.C. 27383 \$0

Space above this line for Recorder's Use

## QUITCLAIM DEED

District	County	Route	Postmile	Number
03	YUB	70	15.3	38520-A

Yuba-Sutter Transit Authority, a joint powers agency, hereinafter called GRANTOR, hereby releases and quitclaims to the State of California, Department of Transportation, hereinafter called STATE, all right, title and interest in and to all that real property in the City of Marysville, County of Yuba, State of California, described as follows:

See Exhibit "A", attached.

<b>Number</b>
<b>38520-A</b>

Dated: \_\_\_\_\_

Yuba-Sutter Transit Authority,  
a joint powers agency

\_\_\_\_\_  
Name:

---

This is to certify that the State of California, acting by and through the Department of Transportation (according to Section 27281 of the Government Code), accepts for public purposes the real property described in this deed and consents to its recordation.

Dated \_\_\_\_\_

By \_\_\_\_\_  
Director of Transportation

By \_\_\_\_\_  
Attorney in Fact

Number
38520-A

EXHIBIT "A"

**PARCEL 38520-A**

The East 40.00 feet of the West ½ of Suburban Lots 1 and 2, Range B, as shown on the Official Map of the City of Marysville approved on March 22, 1856, filed in Book 22 of Maps, at Page 38, Yuba County Records.

EXCEPTING THEREFROM all that portion lying northerly of the most southerly line of the pink colored area as described in that certain document recorded September 4, 1957, in Book 245 of Official Records, at Page 243, Yuba County Records, and as shown on that certain Relinquishment Map filed in Book 2 of State Highway Maps, at Pages 141 and 142, Yuba County Records, the westerly terminus of said southerly line lying easterly and 180.84 feet perpendicularly distant of Station "A" 50+88.77 as shown thereon.

ALSO EXCEPTING THEREFROM all that portion lying southerly of those two (2) certain courses described as follows:

- 1) That certain course having a bearing and distance of "North 06°27'44" East 100.05 feet" as described in that certain Director's Deed recorded June 8, 1972, in Book 535 of Official Records, at Page 629, Yuba County Records; and
- 2) That certain course having a bearing and distance of "South 52°57'57" West 83.94 feet" as described in Parcel 1 of that certain Quit Claim Deed recorded August 18, 1966, in Book 439 of Official Records, at Page 21, Yuba County Records.

This real property description has been prepared by me, or under my direction, in conformance with the Professional Land Surveyors' Act.

Signature   
Professional Land Surveyor



Date 7-28-2023







AGENDA ITEM IV – C  
STAFF REPORT

**STATE TRANSIT AND INTERCITY RAIL CAPITAL PROGRAM (TIRCP) GRANT FUND MASTER AGREEMENT**

The Transit and Intercity Rail Capital Program (TIRCP) was created by Senate Bill (SB) 862 and modified by SB 9 (Chapter 710, Statutes of 2015), to provide grants from the Greenhouse Gas Reduction Fund (GGRF) to fund capital improvements that will modernize California's intercity, commuter, and urban rail systems, and bus and ferry transit systems to significantly reduce emissions of greenhouse gases, vehicle miles traveled, and congestion. The legislation of these bills is established in Sections 75220 through 75225 of the Public Resources Codes (PRC). Assembly Bill 398 (Chapter 135) extended the Cap and Trade Program that supports the TIRCP from 2020 through 2030.

The Secretary of the California State Transportation Agency (CalSTA) has delegated the authority for the administration of the TIRCP program to the California Department of Transportation (Caltrans). The Caltrans Division of Rail and Mass Transportation (DRMT) is administering the program pursuant to the TIRCP Guidelines and all applicable policies and procedures for program administration. The California Transportation Commission (CTC) is responsible for allocating funds for transit improvements throughout California, including TIRCP awards.

With the assistance of our grant consultant AECOM, Yuba-Sutter Transit successfully applied for and received TIRCP grant funding in the 2022 program cycle (Cycle 6). The awarded TIRCP grant in the amount of \$13,725,000 will be allocated to construction of the NextGen Transit Facility and procurement of zero emission buses (ZEBs) to operate out of the new facility. Per the application, \$10 million will be used to fund NextGen Transit Facility improvements, \$3 million will fund 50% of the cost of 15 battery electric low floor dial-a-ride buses to operate the future on-demand system, and \$725,000 will fund 50% of the cost of a 45 foot, over the road coach intended to operate the planned intercity service on the State Route 65 corridor serving the Roseville area.

On September 21, 2023, Yuba-Sutter Transit staff met virtually with TIRCP grant administrators from CalSTA and Caltrans to kick off the project. Among the first steps in securing the awarded funds is to enter into a Master Agreement with Caltrans. A governing body resolution is required for signature authority on that agreement. In addition, Caltrans staff have asked for an updated project timeline and funding plan to be submitted prior to requesting an allocation of funds from the CTC. Staff is now recommending Board adoption of the attached Resolution No. 13-23 authorizing the Executive Director to execute the Caltrans Master Agreement and program supplements necessary to receive the awarded TIRCP funds for the NextGen Transit Facility and planned ZEB procurements.

Staff will be prepared to discuss this grant program in more detail at the meeting.

**RECOMMENDATION:** Adopt Resolution No. 13-23 authorizing the Executive Director to execute the Master Agreement and Program Supplements necessary to receive awarded TIRCP funds, as proposed.

YUBA-SUTTER TRANSIT AUTHORITY  
RESOLUTION NO. 13-23

**AUTHORIZATION FOR THE EXECUTION OF A MASTER AGREEMENT, AND  
PROGRAM SUPPLEMENTS FOR STATE-FUNDED TRANSIT PROJECTS**

- WHEREAS, *The Yuba-Sutter Transit Authority may receive state funding from the California Department of Transportation (Department) now or sometime in the future for transit projects; and,*
- WHEREAS, *substantial revisions were made to the programming and funding process for the transportation projects programmed in the Transit and Intercity Rail Capital Program, by Chapter 36 (SB 862) of the Statutes of 2014; and,*
- WHEREAS, *the statutes related to state-funded transit projects require a local or regional implementing agency to execute an agreement with the Department before it can be reimbursed for project expenditures; and,*
- WHEREAS, *the Department utilizes Master Agreements for State-Funded Transit Projects, along with associated Program Supplements, for the purpose of administering and reimbursing state transit funds to local agencies; and,*
- WHEREAS, *the Yuba-Sutter Transit Authority wishes to delegate authorization to execute these agreements and any amendments thereto to the Executive Director.*

*NOW, THEREFORE, BE IT RESOLVED by the Yuba-Sutter Transit Authority Board of Directors that the fund recipient agrees to comply with all conditions and requirements set forth in this agreement and applicable statutes, regulations, and guidelines for all state-funded transit projects; and,*

*NOW, THEREFORE, BE IT FUTHER RESOLVED that the Yuba-Sutter Transit Authority Board of Directors does hereby authorize the Executive Director, or their designee, to execute the Master Agreement, all Award Agreements, and all Program Supplements for State-Funded Transit Projects and any Amendments thereto with the California Department of Transportation, 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 OCTOBER 19, 2023.*

---

*Chairman of the Board*

*ATTEST:*

*Lisa O'Leary  
Secretary to the Board*

AGENDA ITEM IV – D  
STAFF REPORT

**SACOG REGIONAL FUNDING ROUND GRANT SUBRECIPIENT AGREEMENT**

The need to replace the existing Yuba-Sutter Transit maintenance, operations, and administration facility in Marysville resulted from the Innovative Clean Transit (ICT) Regulation that was adopted by the California Air Resources Board (CARB) in December 2018. The ICT requires all small transit providers (<100 buses) operating in California to phase in purchases of zero emission buses (ZEBs) beginning in 2026, with the goal of converting their entire medium and heavy-duty bus fleets to ZEBs by 2040. In anticipation of this regulation, the current facility was analyzed and found that space and power constraints limited it to accommodating just 12 ZEBs, after which a new facility would be needed.

Yuba-Sutter Transit received a planning grant from Caltrans in 2019 to develop the Next Generation Transit Facility Plan. On February 18, 2021, the funding plan and cash flow analysis for the project was presented to the Board and an ad hoc committee was established to work with staff on the development of a preferred site. Based on a combination of favorable price, availability, flexibility, and ideal location, the ad hoc committee unanimously recommended the property at 6035 Avondale Avenue in Linda as the preferred site for a replacement transit facility. The Board accepted this recommendation on March 18, 2021, and directed staff to initiate the purchase process. The Board authorized execution of a purchase agreement for the Avondale site at a special meeting on May 28, 2021, and the purchase was recorded on July 21, 2021.

In May 2023, Yuba-Sutter Transit was awarded approximately \$3.5 million in funding from the Sacramento Area Council of Governments (SACOG) FY 2023 Regional Funding Round, for the design phase of the Next Generation Transit Facility project. With SACOG's support, the staff is seeking to advance the environmental phase of the project to allow for the timely obligation of additional State and Federal funds awarded for full design and construction of the facility. The environmental phase, which includes review and approval of the project under the requirements of the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA), is expected to cost up to \$500,000 and take several months to complete.

On September 21, 2023, the SACOG Board of Directors unanimously approved a staff recommendation to authorize the SACOG Executive Director to enter into a subrecipient agreement with the Yuba-Sutter Transit Authority, for an amount not to exceed \$500,000, to fund the environmental phase of the facility project. This phase of the project is a necessary part of the preliminary design process and therefore eligible for a portion of the SACOG award. By entering a subrecipient agreement for a portion of the amount awarded, SACOG staff has agreed to be the fiscal sponsor for the environmental phase of the project, allowing Yuba-Sutter Transit timely access to the funding needed to initiate the environmental review process.

The \$3.5 million for environmental and design of the Next Generation Transit Facility was awarded in May 2023 and with approval, the funding for the environmental phase of the project will be passed through SACOG to Yuba-Sutter Transit. With the requested action, staff is recommending the Board authorize the Executive Director to execute a subrecipient agreement with SACOG for up to \$500,000, pending final review and approval of the agreement by legal counsel. Staff and legal counsel will be prepared to discuss this item in detail at the meeting.

**RECOMMENDATION:** Authorize the Executive Director to execute a subrecipient agreement with SACOG, accepting up to \$500,000 from the previously awarded FY 2023 Regional Funding Round, as proposed.



Gavin Newsom, Governor  
Yana Garcia, CalEPA Secretary  
Liane M. Randolph, Chair

September 22, 2023

Mr. Keith Martin  
Interim Executive Director  
Yuba-Suter Transit Authority  
2100 B Street  
Marysville, California 95901  
[keith@yubasuttertransit.com](mailto:keith@yubasuttertransit.com)

Dear Mr. Martin:

Thank you for submitting the Yuba-Suter Transit Authority's Zero-Emission Bus Rollout Plan (Rollout Plan) as required by the Innovative Clean Transit regulation (California Code Regulations (CCR) Title 13 § 2023.1(d)) on June 20, 2023. Staff reviewed the Rollout Plan and concluded that:

- (1) The Rollout Plan is complete and meets the requirements of CCR Title 13 § 2023.1(d)(1)(A)-(H)
- (2) A copy of Board Meeting Minutes for Agenda Item V-C is provided to show the Rollout Plan is approved and adopted by your Board

I am pleased to inform you that the Rollout Plan has met the regulation's requirements. On behalf of my team, I wish you successful implementation of this plan and appreciate your leadership in protecting local community health through adoption of zero-emissions technologies.

If you have any questions regarding the Innovative Clean Transit regulation, please contact Dr. Yachun Chow, Manager of the Zero Emission Truck and Bus Section, at [Yachun.Chow@arb.ca.gov](mailto:Yachun.Chow@arb.ca.gov).

Sincerely,

*Annamarie Rodgers*

Annamarie Rodgers, Branch Chief, Compliance Assistance and Outreach Branch

cc: Adam Hansen, Planning Manager, Yuba-Suter Transit Authority  
Yachun Chow, Ph.D., Manager, Zero Emission Truck and Bus Section

# A RURAL TRANSIT PERSPECTIVE FOR A THRIVING REGION

## Yuba-Sutter Transit's view on the next generation of transit

September 27, 2023: Significant plans are in progress, shaping the future of Yuba-Sutter Transit. This includes the implementation of the [NextGen Transit Plan](#), development of a new facility, and the arrival of the agency's new executive director, Matt Mauk, who brings with him a fresh perspective and a great deal of enthusiasm.



Mauk's journey with Yuba-Sutter Transit begins at a crucial juncture. Public transit has experienced a decline in ridership, primarily due to the lingering effects of the pandemic. However, this setback has not deterred Mauk and his team. "Yuba-Sutter Transit has rethought and realigned its services to meet the evolving needs of our community. It's a new chapter, and it's a very exciting time," says Mauk.

One of the aspects that excites Mauk the most about his role is the agency's commitment to growth and adaptation. He acknowledges this is a pivotal moment to make necessary changes and ensure the resilience of public transit in the region. Working alongside a dedicated and optimistic team, Mauk believes that Yuba-Sutter Transit is well equipped to meet the work ahead.

When asked about upcoming projects, Mauk shared the agency's ambitious plans. In May of this year, Yuba-Sutter Transit adopted a Next Generation Transit Plan for Yuba and Sutter counties, a result of extensive collaboration with stakeholders and the community. This plan outlines a multi-phase approach to revitalize public transit services over four fiscal years.

The NextGen Transit Plan includes the implementation of microtransit in urban areas, expanding service reach, streamlining fixed routes, reconsolidating Sacramento services to better meet community needs, and even creating a brand-new Highway 65 service from Yuba-Sutter to Westfield Galleria at Roseville. Additionally, volunteer driver programs in remote areas will be introduced.

To support this growth, the agency recently purchased a 19.7-acre property to construct a new transit facility. This new space will house its electric bus fleet with room for growth. Moreover, thanks to its zero-emission design, the facility will contribute to a cleaner, healthier neighborhood environment by avoiding the air quality issues associated with the combustion of fossil fuels.

Public transportation plays a vital role for community members, especially in a rural area like Yuba and Sutter counties. "It's a lifeline service for most passengers who depend on public transit for school, work, and essential services," noted Mauk. He emphasized that the agency has always been in touch with its riders and the community, building services based on their evolving needs. Moreover, Yuba-Sutter Transit is working toward expanding its reach to serve a broader segment of the public that may not have previously been eligible for Dial-a-Ride services.

Despite the challenges that public transportation has faced over the past few years, Mauk remains optimistic. He believes that Yuba-Sutter Transit is poised for bigger and better things, ensuring that the region's transportation needs are met efficiently and sustainably.

As Yuba-Sutter Transit embarks on this exciting journey under Mauk's leadership, the agency is well positioned to shape the future of public transit in the SACOG region, offering improved accessibility and enhanced services to its riders and the community as a whole.

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