

**BOARD COMMUNICATION: YOLO COUNTY TRANSPORTATION DISTRICT**  
**350 Industrial Way, Woodland, CA 95776---- (530) 661-0816**

<b>Topic:</b> Approve YCTD Board Minutes for Regular Meeting of April 11, 2022	<b>Agenda Item#:</b>  <b>Agenda Type:</b>	<h1>3b</h1> <h2>Action</h2>	
		<b>Attachments:</b>	Yes <input type="radio"/> No <input checked="" type="radio"/>
<b>Prepared By: M. Koh</b>		<b>Meeting Date: May 9, 2022</b>	

**RECOMMENDATION:**

Staff recommends for the Yolo County Transportation District (YCTD) Board of Directors approve the Minutes for the Regular Meeting of April 11, 2022.

**APRIL 11, 2022 BOARD MEETING MINUTES:**

**YOLO COUNTY TRANSPORTATION DISTRICT  
 BOARD OF DIRECTORS MEETING  
 April 11, 2022  
 Yolo County Transportation District (via videoconference)  
 350 Industrial Way, Woodland, CA 95776**

Chair Saylor called the meeting to order at 7:00 pm and requested roll call to confirm quorum was in attendance through Zoom remote participation. The following individuals were in attendance:

Board Member	Jurisdiction	In Attendance	Absent
Don Saylor (Chair)	Yolo County	X	
Lucas Frerichs (Primary)	Davis		X
Chris Ledesma (Primary)	West Sacramento	X	
Jesse Loren (Primary)	City of Winters	X	
Tom Stallard (Primary)	City of Woodland	X	
Matt Dulcich (Ex-Officio)	UC Davis	X	
Alex Padilla (Ex-Officio)	Caltrans	X	

YCTD staff in attendance were Executive Director Autumn Bernstein, Assistant Planner Daisy Romero, Clerk to the Board Mimi Koh, Director of Information Systems Chad Mikula

Additional attendee(s) included: Senior Deputy for Yolo County Counsel Hope Welton, Transdev General Manager Michael Klein, and Transdev’s Operations Manager Kyle Eggen

Director Saylor asked for public comments for items not on the agenda; there were no public comments.

### **Agenda Items 3a, 3b, 3c, 3d, 3e, 3f — Consent Calendar\***

Director Loren made the motion, seconded by Director Stallard, to approve the following items on the Consent Calendar:

- 3a. Approve Agenda for April 11, 2022 meeting
- 3b. Approve YCTD Board Minutes for Regular Meeting of March 14, 2022
- 3c. Authorize Executive Director to enter into an agreement with DGS for up to five years
- 3d. Compensation for Senior Transportation Planners
- 3e. Approve contract for Interim Chief Financial Officer
- 3f. Adopt Resolution R 2022-03 Authorizing Filing of FY22 LCTOP Grant Allocation Requests and Agreements

Roll Call for Agenda Items 3a, 3b, 3c, 3d, 3e, 3f — Consent Calendar
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AYES	NOES	ABSENT	ABSTAIN	STATUS OF MOTION
Saylor		Frerichs		Passed Unanimously
Ledesma				
Loren				
Stallard				

### **Agenda Item 4 — Administrative Reports**

*Item 4 is a non-action item and for informational purposes only.*

Director Stallard, Director Dulcich, Mr. Klein and Ms. Bernstein provided comments during the Administrative Reports section.

- Board Members' Report
  - Director Stallard made comments regarding becoming a full-range transportation agency, and the possibility of renaming the Board.
- Ad Hoc Committee on 80 Managed Lanes Report
  - Director Dulcich provided an update of the past two meetings with Caltrans
- Transdev's Report
  - Mr. Klein updated the Board on the status of driver operators
- Executive Director's Report
  - Ms. Bernstein provided the Board with updates on YCTD such as bidding farewell to Jose Perez, former Deputy Director of Operations, and plans to fill the vacant position; bike month; intercity bike project; and YCTD payroll and accounting systems.

Director Saylor asked for public comments regarding agenda item #4; there were no public comments.

### **Agenda Item 5 — Board Chair Rotation**

Director Stallard provided an overview of the staff report.

Director Ledesma made comments regarding past practices for the rotation. Director Loren provided comments regarding the election schedule for City of Winters and supported the annual rotation of Board Chair.

Director Stallard made the motion, seconded by Director Loren, to approve staff's recommendation to change the timing of the Board Chair rotation to occur at the beginning of each calendar year (January 1), and for Chair Saylor to continue as Board Chair through December 2022.

Roll Call for Agenda Item 5 – Board Chair Rotation

AYES	NOES	ABSENT	ABSTAIN	STATUS OF MOTION
Saylor		Frerichs		Passed Unanimously
Ledesma				
Loren				
Stallard				

Director Saylor asked for public comments regarding agenda item #5; there were no public comments.

**Agenda Item 6 — FY 22-23 Budget Development: Planned Service Levels and Operating Expenses**

*Item 6 is a non-action item and for informational purposes only.*

Ms. Bernstein and Mr. Levenson provided an overview of the staff report.

Chair Saylor provided comments that he appreciated the clarity and overview of the budget, and that the Technical Advisory Committee (TAC) was presented with the budget in advance of the Board meeting.

Director Ledesma provided comments regarding the progress and building blocks of the budget as it relates to transparency/sharing, communication with the TAC, routes post-covid, revenue and expenses, government funding usage, such as the CARES Act Funding, and future budget projections/long-term sustainability.

Ms. Bernstein replied to Director Ledesma’s comments and spoke about the CARES Act Funding, restricted reserves, unrestricted assets, communication with TAC, and capital improvement plan.

Director Loren provided comments regarding microtransit as it relates to how data is viewed as a value set.

Director Saylor asked for public comments regarding agenda item #6; Mr. Andrew Furillo provided public comments.

**Agenda Item 7 — Prioritizing Community Service Requests\***

Ms. Bernstein provided an overview of the staff report.

Staff recommended the Board’s feedback to staff on prioritization criteria for community service requests, including community events and special/charter services.

Chair Saylor asked about utilization during the current fiscal year. Ms. Bernstein provided a response in regard to community events and hours used thus far this fiscal year.

Director Loren asked about the requirements of the criteria for a community event request, and how to place a request. Ms. Bernstein provided a response.

Director Ledesma provided comments about criteria and year-end reporting on usage.

Director Saylor asked for public comments regarding agenda item #7; there were no public comments.

**Agenda Item 8 — Audited Financial Statements and Compliance Reports and Governance Letter for the Fiscal Year Ending June 30, 2021**

*Item 8 is a non-action item and for informational purposes only.*

Mr. Levenson and Mr. Nash provided an overview of the staff report.

Director Saylor asked for public comments regarding agenda item #8; there were no public comments.

**Agenda Item 9 — Adjournment**

There being no further regular business, Chair Saylor adjourned the regular meeting at 8:08 pm and reminded the Board of the next scheduled meeting to be held on May 9, 2022, at 7pm.

Respectfully submitted:

A handwritten signature in black ink, appearing to read 'Mimi Koh', written over a horizontal line.

Mimi Koh, Clerk to the Board