

BOARD COMMUNICATION: YOLO COUNTY TRANSPORTATION DISTRICT

350 Industrial Way, Woodland, CA 95776---- (530) 661-0816

Topic: Approve Board Minutes for Regular Meeting of April 10, 2023	Agenda Item#: Agenda Type:	3b Action
		Attachments: Yes No
Prepared By: H. Cioffi		Meeting Date: May 8, 2023

RECOMMENDATION:

Approve the Minutes for the Regular Meeting of April 10, 2023.

April 10, 2023 BOARD MEETING MINUTES:

**YOLO TRANSPORTATION DISTRICT
BOARD OF DIRECTORS MEETING
April 10, 2023
Yolo County Transportation District
350 Industrial Way, Woodland, CA 95776**

Vice-Chair Chapman called the meeting to order at 6:00 pm and requested roll call to determine quorum.

The following individuals were in attendance:

Board Member	Jurisdiction	In Attendance	Absent
Mayra Vega (Alternate)	City of Woodland	X	
Josh Chapman (Vice-Chair,)	City of Davis	X	
Dawntè Early	City of West Sacramento		X
Jesse Loren	City of Winters	X	
Lucas Frerichs	Yolo County	X	
Matt Dulcich (Ex-Officio)	UC Davis	X	
Nadine Quinn (Ex-Officio, Alternate)	Caltrans	X	

YoloTD staff in attendance were Executive Director Autumn Bernstein, Clerk to the Board Heather Cioffi, Courtney Williams, Erik Reitz, Daniel Gomez, and Kimberly Hood, YoloTD Legal Counsel.

Vice-Chair Chapman asked for public comments for items not on the agenda; Alan Hirsch provided public comments on allowing members of the public to share slides during public comment.

Agenda Items 3a, 3b, 3c, 3d — Consent Calendar*

Item 3 is an action item.

Vice-Chair Chapman asked if any directors or staff would like to remove anything from the consent calendar; there were no changes to the consent calendar agenda items.

Vice-Chair Chapman asked for a motion to approved items on the consent calendar; Director Frerichs made the motion, seconded by Director Vega to approve the following items on the Consent Calendar:

3a.	Approve Agenda for April 10, 2023 meeting
3b.	Approve YCTD Board Minutes for Regular Meeting of March 13, 2022
3c.	Amend By-Laws to Affirm Change in Meeting Time and Other Current Practices
3d.	Approve Procedures for Remote Boardmember Participation in Meetings
3e.	Approve Board Resolution for 2022-2023 Low Carbon Transit Operations Program (LCTOP) Funding
3f.	Approve Amendment to Legal Services Contract with Law Office of Kirk E. Trost

Roll Call for Agenda Items 3a, 3b, 3c, 3d,— Consent Calendar

	AYES	NOES	ABSENT	ABSTAIN	STATUS OF MOTION
Vega	X				Motion passed
Early			X		
Chapman	X				
Loren	X				
Frerichs	X				

Agenda Item 4 — Administrative Reports

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

Ms. Bernstein gave her verbal executive report. This report included:

- The tolling advance planning committee did not meet in the month of March.
- There was a meeting with SACOG and staff from Placer, El Dorado and Yolo County and Caltrans district 3 to discuss the creation of a tolling authority in the region.
- YoloTD is working with FHWA to rewrite the term sheet for the 86-million-dollar federal INFRA grant to be more specific to an express lanes project. This will have to go back to the Office of the Secretary of Transportation for approval. Staff are in the process of requesting a meeting with the Office of the Secretary.
- The Woodland microtransit service plan was pulled from the agenda to have more time to discuss the matter with the city of Woodland. This agenda item will be presented during the May board meeting and approved in June.

Vice-chair Chapman asked for any questions or comments on Autumn’s report.

Director Loren asked if the item of the fare policy and other policies for the existing microtransit in Knights Landing and Winters can be revisited by the Board more quickly, rather than having to wait for the Woodland

service plan to be finalized. The answer was yes, YoloTD staff will bring the microtransit policy update to the Board for approval at the May meeting.

Vice-chair Chapman asked what the milestones for the 80 managed lanes project are. Ms. Bernstein answered that we will have more information from Caltrans in June from the EIR and it will be presented to the board in July. There will also be an update during the Fall of 2023 around establishing a tolling authority. This will also be brought to the board for input. The final EIR will be brought to the board at the end of 2023 and the YoloTD board will review it at the end of 2023 or beginning of 2024.

Julie from Transdev gave a verbal report including:

- We have 60 operators, which is the exact number we need to provide our service.
- There are 7 drivers in training and there are 3 interviews lined up for the week.

Vice-chair Chapman asked for any questions or comments on Trasdev's report. Questions and comments included:

- Director Frerichs asked if the number of applications coming in has increased. Julie responded that they hope to see an increase shortly. Julie did note that the updates to the training course seem to be helping with driver turnover.
- Vice-Chair Chapman asked what the preferred number of drivers Transdev strives for, and Julie answered 68 drivers.

Ms. Bernstein reviewed the long-range calendar focusing on the items coming up for May 2023 and the June 2023 which include:

- Woodland Service Plan (preliminary in May, approve in June)
- FY 23-24 Budget (preliminary in May, approve in June)
- Zero Emission Bus Rollout Plan (preliminary in May, approve in June)
- Progress Report/Update on 12-month goals (June)

Vice-Chair asked if there were any questions from board members; there were not.

Vice-Chair Chapman asked for public comments on the Executive director's or Transdev's report; Alan Hirsch provided public comments.

Agenda Item 5— Approve Resolution to Update and Extend Memorandum of Understanding with UC Davis and Sacramento Regional Transit for Causeway Connection (Route 138) Bus Service

Item 5 is an action item.

Ms. Bernstein presented on the zero-emission bus service between UC Davis main campus and UCD Medical center. This service is free to UC Davis staff and students, and it is jointly operated by Yolobus and SacRT.

The three-party MOU was signed in May of 2020 and it expires in May of 2023.

The proposal tonight is an update to the MOU to extend to May of 2025. The SacRT board will also review the MOU tonight.

The YoloTD board also needs to brainstorm seeking long-term funding sources. Suggestions from staff were:

- State/federal funds
- Toll revenue from future express lanes on I-80

Vice-Chair Chapman asked for comments and questions from the board on item 5. Comments and questions included:

- The board complimented YoloTD on the service.
- Are there plans to go from the current hourly headways to 30-minute headways? Also how to manage any potential issues using electric vehicles; more specifically with the vehicles shutting down during hot weather. Ms. Bernstein responded that there are no plans currently to increase to 30-minute headways. Ms. Bernstein also commented that staff and drivers are working with electric vehicles and the chargers from Electrify America to make sure the battery-electric vehicles works more consistently. However, in the near-term we will continue to use CNG buses to operate during future heat events.
- What is the amount of funds that needs to be put towards the service? Ms. Bernstein responded that the service cost overall is \$1.2 million. UC Davis funds about half of that amount so YoloTD will need to receive other-source funding of approximately \$600,000 annually after the one-time funding expires in 2025.

Vice-Chair Chapman asked if there were any more comments from the board on this item; there were not.

Vice-Chair Chapman asked for public comments for agenda item number 5; there were no public comments.

Vice-Chair Chapman asked for a motion for agenda item number 5. Director Loren made a motion to approve the resolution to Update and Extend Memorandum of Understanding with UC Davis and Sacramento Regional Transit for Causeway Connection (Route 138) Bus Service. The motion was seconded by Alternate-Director Vega.

Roll Call for Approving Resolution to Update and Extend Memorandum of Understanding with UC Davis and Sacramento Regional Transit for Causeway Connection (Route 138) Bus Service

	AYES	NOES	ABSENT	ABSTAIN	STATUS OF MOTION
Vega	X				Motion passed
Early			X		
Chapman	X				
Loren	X				
Frerichs	X				

Agenda Item 6— Downtown Woodland Transit Center Study

Item 6 is an action item.

Mr. Williams provided a presentation on the Transit Center Study. The report began with an overview of what a transit center is and segued into the existing transit center at the County Fair Mall and how YoloTD wants to move the center due to vacant stores, inadequate lighting at night and the overall poorly maintained property of the mall. The hope is to move the center to a better maintained location that is more central to downtown Woodland.

Mr. Williams explained that Kimley Horn, the company managing the transit center study, began the study in 2018 but it was never completed. The scope was to develop an off-street transit center in downtown Woodland.

The current proposal is to continue working with Kimley Horn and complete the transit center study, with focus shifting to an on-street transit center, similar to the one in West Sacramento. The idea is to identify three potential locations in the downtown corridor. YoloTD and Kimley Horn also plan to work with stakeholders to find the best option and Kimley Horn will provide 10% of the design and cost estimate for completion.

The timeline for this project is roughly 17 weeks. The project will begin when the board approves the proposal. The cost estimate is \$75,000. The source of the funds is cost savings from the previous budget year.

Vice-chair Chapman asked if the board members had any questions or comments in item 6. Questions and comments included:

- The current transit center is not ideal, and the board members are looking forward to moving the transit center.
- Directors wanted to make sure it was understood, the undesirable activities of the current transit center are not the work of the riders.
- Directors reviewed the next steps again asking what the thought process was between choosing an on-street site versus an off-street site. Ms. Bernstein answered that choosing an on-street center will blend better to the urban fabric. An on-street transit center will also be less expensive, can be implemented more quickly and will be less disruptive to and existing businesses.

Vice-Chair Chapman asked for public comments for agenda item number 6; Alan Hirsch provided public comments.

Vice-Chair Chapman asked if there were any more comments from the board on this item; there were not.

Vice-Chair Chapman asked for a motion for agenda item number 6. Director Frerichs made a motion to approve an amendment to the contract with Kimley Horn and Associates for \$73,000 to complete the unfinished study, which will recommend a preferred site and preliminary design for the new transit center. The motion was seconded by Director Vega.

Roll Call for Downtown Woodland Transit Center Study

	AYES	NOES	ABSENT	ABSTAIN	STATUS OF MOTION
Vega	X				Motion passed
Early			X		
Chapman	X				
Loren	X				
Frerichs	X				

Vice-Chair Chapman asked if there were any further questions or comments from the board, there were not.

The meeting was adjourned at 7:10 pm.

Respectfully submitted:

Heather Cioffi

Heather Cioffi, Clerk to the Board

The recordings of the YCTD Board of Directors meeting can be viewed on our website at the following link: [Agenda & Minutes - Yolobus](#)