

BOARD COMMUNICATION: YOLO COUNTY TRANSPORTATION DISTRICT

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

Topic: Approve Board Minutes for Regular Meeting of May 8, 2023	Agenda Item#: Agenda Type:	3b Action
		Attachments: Yes No
Prepared By: H. Cioffi		Meeting Date: June 12, 2023

RECOMMENDATION:

Approve the Minutes for the Regular Meeting of May 8, 2023.

May 8, 2023 BOARD MEETING MINUTES:

**YOLO TRANSPORTATION DISTRICT
BOARD OF DIRECTORS MEETING
May 8, 2023
Yolo County Transportation District
350 Industrial Way, Woodland, CA 95776**

Chair Stallard called the meeting to order at 6:03 pm and requested roll call to determine quorum.

The following individuals were in attendance:

Board Member	Jurisdiction	In Attendance	Absent
Tom Stallard (Chair)	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, Leo Levenson, and Kimberly Hood, YoloTD Legal Counsel.

Chair Stallard asked for public comments for items not on the agenda; Mr. Candella provided public comments on the delayed implementation of microtransit service in Woodland. Ms. Bernstein responded with an update on the timeline.

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

Item 3 is an action item.

Chair Stallard 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.

Chair Stallard asked for a motion to approve items on the consent calendar; Director Frerichs made the motion, seconded by Director Early to approve the following items on the Consent Calendar:

3a.	Approve Agenda for May 8, 2023 meeting
3b.	Approve YCTD Board Minutes for Regular Meeting of April 10, 2023
3c.	FY 2022-23 Q3 Financial Status Report

Roll Call for Agenda Items 3a, 3b, 3c,— 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.

Michael from Transdev gave a verbal report including:

- Transdev is holding job fairs over the next few weeks.
- Transdev is looking to have a higher number of standby drivers than they have had in the past.

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

- There were 5 events the YoloTD staff participated in the weekend before and the events were a success.
- Staff have received many public comments about bringing microtransit to the City of Davis. These were printed and given to the board for review.
- SACOG has agreed to fund YoloTD’s tolling advance planning project.
- Autumn will be leading a breakout group on microtransit at at the UC Davis Transit Research Symposium later this week.
- There was a meeting held of the Yolo 80 ad hoc committee. A summary of the meeting is included in the administrative reports section of the Board packet. There no specific actions or recommendations from the meeting.

Chair Stallard asked if the Yolo-80 ad hoc committee was following other agencies in the area to see how they were moving forward with their studies. Director Early said the ad ho committee had not discussed it, but it was something they could look into.

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

- Approve FY 23-24 Budget
- Woodland Service Plan (approve)

- Zero Emission Bus Rollout Plan (approve)
- Progress Report/Update on 12-month goals (July)
- Yolo 80 Managed Lanes – workshop on Environmental Impact Report (July)
- Yolo Active Transportation Corridors (YATC) program update (July or September)

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

Agenda Item 5— Update to District-Wide Microtransit Policies

Item 5 is an action item.

Mr. Williams gave a report on the update to District-wide microtransit policies.

The update included:

- A brief background of microtransit.

Mr. Williams reviewed the proposed changes as outlined in the staff report.

Director Early asked for clarification on the promotional fare and the timeline the fare ran. Mr. Williams stated the promotional fare was \$1 and lasted a few years. Director Early raised the idea that the fare of \$3 is still too high of a fare. It was proposed staff review a \$2 fare instead of \$3.

Director Loren seconded the idea that \$2 fare is a great idea. Director Loren also suggested that Knights Landing microservice also include Saturday service instead of Sunday.

Director Loren asked that staff review the youth and senior age requirements so that they match other services for consistency.

Director Loren asked staff to consider extending Winters' microservice hours of operation to run until 5 pm. Director Bernstein explained that the hours of operation for both Winters and Knights Landing are designed to allow the service to be operated with one driver shift and one vehicle per day. Extending the service by any amount of time would require a second shift to be added and would increase the cost significantly.

Vice-Chair Chapman asked what the cost per hour or per ride is for YoloTD. Mr. Levenson responded that is about \$40 per rider per trip.

Director Frerichs asked for clarification on the rider identification item. Do we require an I.D. to ride the bus? Ms. Bernstein stated the policy for paratransit and for microtransit, is that rider should have their I.D.s available if requested by a driver. Director Frerichs recommended consistency.

Director Frerichs asked for clarification on the personal belongings and food items. The problem of shopping carts was raised as many riders use the bus to grocery shop and there for food, drink and shopping carts would be brought on the buses.

Director Early asked for clarification on the "close-toed shoes" requirement. Mr. Williams responded that part of the ideas for the shoe and food requirements was for cleanliness. Director Early recommended we match the fixed route policy which does not have a limitation on shoe type.

Chair Stallard likes the idea of offering discounts for those who need them, but also remember we cannot offer these services for free. Chair Stallard also noted it is easier to expand service than restrict services.

It was decided staff will review the input from board members and the item will be returned for review at the June 2023 board meeting.

Chair Stallard asked for public comments for agenda item number 5; there were no public comments.

No action was taken on this item

Agenda Item 6— Preliminary FY 23-24 Budget

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

Mr. Levenson gave a high level overview of the budget as outlined in the staff report.

Chair Stallard asked if the board members had any questions or comments in item 6. Questions and comments included:

- Directors requested a background on the COLA. Mr. Levenson and Ms. Bernstein stated this year was the second budget year the new COLA policy was in effect, and it was put in place after the previous administration. It was suggested an Ad Hoc committee be created to review the previous salary ranges and how salary adjustments were made.
- We need to make sure we are using the Federal recovery dollars presented to us, as they can go away at any time. Mr. Levenson agreed and stated YoloTD will be using them as the board directs the staff after discussion and review.
- The increased use of the 5307 funds, where have they been used in the past? The response was YoloTD is not currently using the total amount of funds available. We can claim more as our budget increases, if local matching funds are available.
- Are the unrestricted funds carryover from prior years? Mr. Levenson responded yes.

Chair Stallard asked for public comments; there were no public comments.

Chair Stallard asked for a motion to create an Ad Hoc Committee comprised of Director Early and Director Frerichs to review the COLA and compensation study. Director Early made the motion, seconded by Director Chapman.

Roll Call for Creation of ad hoc committee for compensation

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

Agenda Item 7— Preliminary Woodland Microtransit Service Plan

Item 7 is a non-action item and for informational purposes only.

Mr. Williams presented the three microtransit service plan options along with an overview of the planning process, the timeline and next steps.

Chair Stallard asked if the board members had any questions or comments. Questions and comments included:

- Directors asked for clarification on whether this is a door-to-door or if the service only goes to the bubbles on the map. The answer was this is door-to-door service.
- Is this city of Woodland providing any funds for this service? The answer was no.
- Have staff thought of alternatives for vehicles if we do not receive the ordered vehicles on time? The response was we will have to wait on the ordered vehicles for the service.
- The board expressed gratitude for staff's work on this project.

Chair Stallard asked for public comments; there were no public comments.

Agenda Item 8— Preliminary Zero Emission Bus Rollout Plan

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

Mr. Williams provided a overview of the rollout plan, including the timeline, statutory requirements, infrastructure needs, potential funding sources, and startup and scaling challenges.

Chair Stallard asked if the board members had any questions or comments. There were no questions or comments.

Chair Stallard asked for public comments; there were no public comments.

The meeting was adjourned at 8:22 pm.

Respectfully submitted:



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](#)