

Citizens Advisory Committee (CAC)
Yolo County Transportation District
350 Industrial Way, Woodland, CA 95776----(530) 661-0816

Topic: Receive Minutes of CAC’s Regular Meeting on June 27, 2023	Agenda Item#: Agenda Type:	<div style="font-size: 2em; font-weight: bold; margin-bottom: 10px;">4e</div> <div style="font-weight: bold; margin-bottom: 5px;">Deliberation/Action</div> <div style="display: flex; justify-content: space-between; align-items: center;"> Attachments: Yes No </div>
Prepared By: H. Cioffi		Meeting Date: June 27, 2023

RECOMMENDATION:

Review the meeting minutes for the June 27, 2023 meeting of the Citizens Advisory Committee.

MEETING MINUTES:

Meeting Date: May 27, 2023

1. Call to order/Roll Call

Chair Baker called the meeting to order at 6:00 p.m. The following individuals were in attendance:

Committee Member	Jurisdiction	In Attendance	Absent
Lisa Baker (Chair)	Winters	X	
Olin Woods (Member)	County	X	
Stephen Streeter (Member)	Davis	X	
Patrick Guild (Member)	West Sacramento	X	
Mollie D’Agostino (Member)	Woodland	X	
Andrew Furillo (At-Large)		X	
Vacant (At-Large)			X - Vacant

YoloTD staff in attendance were Autumn Bernstein, Executive Director; Heather Cioffi, Executive Assistant and Clerk to the Board; Courtney Williams Assistant Planner.

2. Comments from the public regarding matters not on the agenda.

Chair Baker asked for public comment on items not on the agenda but within purview of YoloTD.

Chair Baker read a public comment from Alan Hirsch regarding the I-80 Corridor.

3. Approval of Minutes of CAC’s Regular Meeting on March 7, 2023

Item 4 is an action item.

Vice-Chair Streeter suggested that future minutes include a glossary of technical transportation terms to aid in understanding of topics discussed.

Chair Baker asked for approval of the meeting minutes for May 2, 2023, as amended. Vice-Chair Streeter made the motion, seconded by Mr. Furillo, to approve the meeting minutes for May 2, 2023, as amended. ***The motion passed unanimously.***

4. Administrative Reports

Item 5 is a non-action item and for informational purposes only.

CAC Members Report

- Vice-Chair Streeter attended the City of Davis City Council Meeting on May 6, 2023. A presentation on the I-80 Managed Lanes Project was given. 21 people made public comment on the project.
- Mr. Furillo attended the BTSSC meeting. There was discussion of the I-80 Managed Lanes project and the City of Davis' G-Street Parking. The next BTSSC meeting will be July 13 at 6:00 pm at the Davis Senior Center.
- Ms. D'Agostino asked the committee for information on bike share in Davis. Mr. Furillo responded that bike share will be discussed at upcoming BTSSC meetings.

Executive Directors Report

Ms. Bernstein provided updates to include the following:

- YoloTD staff presented to both the Davis City Council and the BTSSC about the I-80 Managed Lanes project in the past month.
- CTC staff did not recommend the I-80 Managed Lanes project for \$103 million in funding.
- Ms. Bernstein has been meeting with Caltrans staff to create further plans for the project, as without the CTC funding, the project as currently proposed faces significant challenges.
- The draft EIR for the I-80 Managed Lanes Project has been delayed.
- YoloTD Staff met with the CTC staff and was informed that there were many projects requesting funding and most requested between \$5-20 million, while the I-80 project requested a much larger amount. The funding that was applied for was focused on freight corridors, and the CTC staff recommended that it would be better suited for the Solutions for Congested Corridors Program.
- Someone asked if the project did not receive funding due to the highway widening aspect. Ms. Bernstein responded that other projects focused on highway widening were funded.
- The YoloTD board approved the Woodland service plan, including the alternative the CAC had recommended. Woodland micro transit is expected to launch in September, with the Ride-Co app pre-launching in Knight's Landing and Winters in August.
- Mr. Williams has begun working on revising YoloTD paratransit policies and rider information.
- YoloTD staff has been working on updating the 12-month goals for the District and will be presenting them to the Board at the July meeting.

Long-Range Calendar

Ms. Bernstein provided updates to include the following:

- Chair Baker requested an update to the Long-Range Calendar to reflect the current timeframe for the Draft Capitol Improvement Plan, paratransit policies update, and possible fare structure changes.
- Mr. Guild requested that a discussion about recruitment for the CAC also be included on the Long-Range Calendar.
- Committee members asked about the fare structure update and shared that they were strongly in favor of transitioning to open payments and discontinuing use of Connect Card.

- Mr. Guild asked for an update on staffing. Ms. Bernstein reported that YoloTD is currently recruiting a new Director of Finance. There are currently 3 very qualified candidates that are being reviewed.
 - It is planned to hire a Director of Operations and a Director of Planning after the Director of Finance has been hired.
 - Mr. Williams shared that there are currently 58 operators, with 12 in training expected to finish by the end of July. This will bring us to about 70 drivers, with a final goal of 82 drivers.
- Mr. Furillo asked about a timeline for the 42's 30-minute headway expansion. Ms. Bernstein responded that the soonest that the changes could be implemented is January 2024, but due to the necessary planning and pending driver availability it will likely be implemented later.

5. Woodland Transit Center Study

Item 5 is a non-action item and for informational purposes only.

Mr. Williams provided a report on the Woodland Transit Center Study.

- In 2018 an initial study was conducted by Kimley Horn
- Their study concluded in 2019 but was impacted by the COVID-19 pandemic.
- A new study is currently being conducted, focused on an on-street transit center in Downtown Woodland.

Committee members asked to what extent the 2018 study is being built upon in the new study. Staff responded that the general identification of areas and corridors suitable for bus movement is retained, but because the new study focuses on an on-street transit center instead of an off-street center, there are new factors being studied.

Committee members asked for clarification of the difference between on-street and off-street centers, and the purpose of the 10%. Mr. Williams responded that West Sacramento is an example of an on-street center, where buses pull in and out of traffic and there are rider amenities. The 10% is intended to help match the prior scope of the build.

Committee members asked about criteria for the site location and criteria for design. Mr. Williams responded that logistics of getting buses in and out of the downtown corridor, street width to accommodate 4 buses, at least 200 ft. of curb length, and public travel behavior within the downtown corridor are all criteria for the location. The Woodland city staff will also be providing input on the proposed site.

Committee members commented that using the vacant rail line as a space for a transit center has been discussed. Chair Baker also expressed the importance of accommodating people with disabilities, accommodating first and last mile connections via e-bike, and implementing solar charging stations for phones or other personal electronic devices. Ms. Bernstein responded that the area being considered for the transit center is between East St. and College St..

Mr. Williams responded that several different amenities are being discussed including a large bike shelter. Committee members asked about how much of the public right-of-way can be used for the transit center. Mr. Williams responded that Kimley Horn and Woodland City staff is currently working on determining this number. Ms. Bernstein commented on the option of utilizing land owned by the County in Downtown.

Mr. Furillo asked about facilities for the bus drivers. Mr. Williams responded that driver-only access restrooms are being considered, and once a location is selected, specific amenities can be further determined.

Chair Baker requested an update to the Transit Center timeline to include time for the CAC to comment on the plan.

Vice-Chair Streeter asked if outreach to downtown business owners has been conducted. Mr. Williams responded that outreach has not yet been conducted.

Ms. D'Agostino asked if the travel or rider survey that was conducted collected information about Woodland Transit Center. Mr. Williams responded that those surveys did not collect direct feedback about the transit center, but relevant comments have been considered.

Mr. Guild thanked YoloTD staff for including visual aids in the packet.

6. Updating CAC By-Laws to Revise Criteria for CAC Representation and Recruitment

Ms. Bernstein provided a report on the update of CAC by-laws to revise criteria for CAC representation and recruitment. Updates include:

- In February 2023 the Board Approved the creation of three “At-Large” seats on the CAC to increase representation of the communities YoloTD serves.
- Two major changes were proposed by the board’s Ad hoc committee.
 - The first was changes to the recruitment process to include a more robust advertisement of open CAC positions.
 - The second was the consolidation and clarification of the criteria for CAC recruitment

Chair Baker commented that the CAC has been working on increasing DEI since before the pandemic and thanks the staff, CAC members, and the Board for their work to achieve this.

Mr. Furillo echoed the gratitude for the changes and suggested to alter the phrase “transit dependent.”

Vice-Chair Streeter commented on the intersectionalities that exist within the criteria and the benefits of the increased DEI.

Ms. D'Agostino asked how the CAC and Board would weigh the revised criteria when looking over new committee member applications. Ms. Bernstein responded that the criteria is meant to be used for the CAC as a whole and when considering new candidates, not necessarily as a check list to ensure that all the criteria are met.

Mr. Guild echoed the gratitude for the changes and suggested an odd number of committee members to prevent ties. Mr. Guild also suggested that committee member stipends and transportation to meetings should be heavily advertised when filling the vacancies, as it could be cost prohibitive to attend meetings for people who meet certain criteria.

Chair Baker commented that it can be helpful for committees to survey themselves and see what criteria they meet and do not meet. Chair Baker also asked that the application for new committee members also be made available online to increase equity.

Vice-Chair Streeter asked if it would be possible for a person with disabilities to use Yolobus Special to get to the meetings. Ms. Bernstein responded that it would be.

Chair Baker recommended that the CAC create an ad hoc committee to work with the board to review new applications.

Ms. D’Agostino asked if the CAC could consider alternative locations for meetings that would be more transit accessible. Ms. Bernstein responded that it could be explored.

Mr. Guild recommended rotating the meeting location.

Chair Baker asked for a motion to express the CAC’s support of the new bylaws and the committee’s wording recommendation. Mr. Furillo made the motion, seconded by Ms. D’Agostino, to express the CAC’s support of the new bylaws to the Board, with the recommendation that staff seek alternative wording to the term “transit dependent.”

Mr. Woods moved to amend the motion to include a recommendation that the number of positions on the CAC be nine (9).

The committee discussed the importance of having additional seats on the committee.

Ms. D’Agostino asked if the committee had term limits. Ms. Bernstein responded that there are term limits.

Mr. Furillo made the revised motion, seconded by Vice-Chair Streeter, to express the CAC’s support of the proposed CAC bylaws to the Board, with the recommendation that staff seek alternative wording to the term “transit dependent,” and that the number of seats on the CAC be nine (9). *The motion passed unanimously.*

7. Adjournment

There being no further business, Chair Baker adjourned the meeting at 7:15 pm.

Respectfully submitted:



Heather Cioffi, Clerk to the Board