

**YOLO COUNTY TRANSPORTATION DISTRICT  
BOARD OF DIRECTORS MEETING  
November 13, 2017  
Yolo County Transportation District Board Room  
350 Industrial Way, Woodland, CA 95776**

**Agenda Item 1 – Call to Order/Roll Call/Pledge of Allegiance**

Chair Rodriguez called the meeting to order at 7:00 pm. She then asked Mr. Bassett to lead the assembly in the pledge of allegiance. The following representatives were in attendance:

- Davis – Lucas Frerichs (Primary)
- West Sacramento – Chris Ledesma (Primary)
- Winters – Harold Anderson (Primary)
- Woodland – Xochitl Rodriguez (Primary)
- Yolo County – Don Saylor (Primary)
- Caltrans District 3 – Jacob Buffenbarger (Primary)
- UC Davis – Matt Dulcich (Primary)

Staff present were Terry Bassett, YCTD Executive Director; Mike Luken, YCTD Deputy Director Operations, Planning & Special Projects; Jose Perez, YCTD Senior Transportation Planner; Tom Follansbee, YCTD Associate Transportation Planner; Hope Welton, YCTD Legal Counsel; and Kathy Souza, YCTD Executive Assistant.

Also present were Carmen Alba, Transdev General Manager; Sean Pruitt, Transdev Operator; Denix Anbiah and Sarah Strand, City of West Sacramento.

**Agenda Item 2–Consider Approval of Agenda for November 13, 2017 meeting**

**Minute Order 2017-43**

Director Saylor made the motion, seconded by Director Frerichs, to approve the agenda for the November 13, 2017 meeting. Roll call resulted in:

- AYES: Anderson, Frerichs, Ledesma, Rodriguez, Saylor
- NOES: None
- ABSENT: None
- ABSTAIN: None

The motion passed.

**Agenda Item 3 - Comments from public regarding matters NOT on the Agenda, but within the purview of YCTD**

Introduced from the audience were Denix Anbiah, West Sacramento Director of Public Works, Sarah Strand, West Sacramento Assistant Transportation Planner, and Shawn Pruitt, Transdev Operator.

**Agenda Item 4–Consent Calendar**

**Minute Order 2017-44**

Director Frerichs made the motion, seconded by Director Anderson, to approve the following items on the Consent Calendar.

- 4a. Approve YCTD Board Minutes for Meetings of September 11, 2017 and, as amended to include the following comments by Chair Rodriguez’s regarding Item 4, *Chair Rodriguez stated her support for the grant application and efforts to reduce congestion. She added she would like to see Caltrans maintain communication outlets open for future YCTD projects and support for all Yolo County jurisdiction projects.*
- 4b. Adopt Resolution Authorizing Filing of Grant Applications and Executing Grant Agreements and Supplemental Documents
- 4c. Declare Surplus Miscellaneous Assets and Authorize Disposal

ASSET	Comments
2 Detroit Diesel mufflers	Have no Detroit Diesels in fleet
2 2001 MCI spare seats	Do not fit current MCI model

3 sets Beeline wheel alignment tools	Alignments are subcontracted out to a vendor
Compressor off old shop truck	Obsolete
3 expired CNG tanks	From one of the buses recently declared surplus
50 (approximately) 2-bike racks	Replaced by Triple Bike Racks
15 (approximately) Old style 2-tier schedule holders	Do not match current racks
1 set SEFAC 4-post lifts	No longer supported by vendor
1 CNG compressor motor	Doesn't fit current compressors
Assorted spare parts for Detroit Diesel engines	Have no Detroit Diesels in fleet
Assorted spare parts for L10 series engines	Have no L10 series engines in fleet
CentsaBill fare boxes	Technology no longer supported, 29 complete units, 10 bottom units, 9 top units, 43 trim kits, 14 short cash boxes, 18 tall cash boxes, 1 CentsaBill test bench, pallet of spare parts
2 used ZF ECOMAT2 transmissions	Not compatible with existing fleet
1 transmission washer	Broken, won't spin and floods shop floor
2 spare radiators	Do not fit any of the current fleet

Roll call resulted in:

AYES: Anderson, Frerichs, Ledesma, Rodriguez, Saylor  
 NOES: None  
 ABSENT: None  
 ABSTAIN: None

The motion passed.

**Agenda Item 5 - Board Member Reports, Announcements, Appointment Nominations, Presentations**

Chair Rodriguez gave an overview of her experiences on the October APTA trip. Ms. Alba and Mr. Perez added their comments. Mr. Perez gave a brief explanation of the TransLoc microtransit software mentioned by Chair Rodriguez.

**Agenda Item 6—Oral Update from Transdev**

Carmen Alba, General Manager Transdev Yolo reported:

- Monthly Safety Meetings would be focus on hands-on wheelchair securement training for all operators...
- Transdev and YCTD would have an entry in the Woodland Chamber's Holiday Parade and invited directors to participate.
- December 17 would be the annual safety awards presentation to be followed by dining at Cache Creek Casino.

**Agenda Item 7 – Consider YCTD Transit Service Request For Proposals (RFP) Process**

- a) Review & Comment on RFP Schedule – Mr. Bassett explained the background of the transit service procurement and the Request for Proposals process.
- b) Consider Appointing Two YCTD Board Members to Evaluation Panel – Mr. Bassett asked that the board consider appointing two directors to the evaluation committee and suggested that a member of the public be appointed to observe the process.

Director Ledesma asked if novel transit options could be included to help the District adapt to changing conditions.

Director Frerichs thanked Director Ledesma for his comments and expressed the hope that Unitrans would be included on the evaluation panel.

Directors Ledesma and Frerichs volunteered to serve on the panel

**Minute Order 2017-45**

Director Frerichs made the motion, seconded by Director Saylor, to:

- 1) Direct staff to take into consideration the directors' comments on the RFP process, and
- 2) Appoint Directors Ledesma and Frerichs to serve on the evaluation panel.

Roll call resulted in:

AYES: Anderson, Frerichs, Ledesma, Rodriguez, Saylor  
NOES: None  
ABSENT: None  
ABSTAIN: None

The motion passed.

### **Agenda Item 8 – Update on Possible Options for Serving Amazon Complex**

Mr. Bassett presented the staff report. He stated that, from the information available to date, very few Yolo County residents had been employed by the Amazon Facility. He informed the board that YCTD had reached out to Sacramento Regional Transit to involve them in the planning process. He added that with any service provided updates would be needed from Amazon on the home cities of their employees so that service provisions could be monitored and adapted to make that service the most financially feasible.

Director Frerichs asked if there were any current number of employees commuting to Amazon and any knowledge of from what community they were traveling. Mr. Luke responded that was not yet known.

Mr. Bassett added that vanpool programs were being explored as another option.

Director Buffenbarger asked what mitigations had been required in the planning stages of the development. Mr. Luken stated that the individual businesses were required to institute a trip reduction plan. The group was working with Sacramento Planning Department to see what enforcement options were available. Sacramento Regional Transit was working to connect with the Natomas TMA.

### **Agenda Item 9 – Status of West Sacramento Flexible On-Demand Transit Service**

Mr. Bassett introduce Mr. Anbiah and Ms. Strand. Mr. Anbiah gave an overview of the direction from the West Sacramento City Council as to the goals for future transit possibilities. He then introduced Ms. Strand who explained the concept of the mobility plan, the history of the proposal process and added that UC Berkeley would analyze performance parameters quarterly during the pilot project year.

Director Ledesma thanked the West Sacramento staff members for attending the meeting to provide the information to the YCTD board. He stated the mobility plan was not intended to supplant YCTD service, but hopefully enhance it by working with Yolobus services. He complimented Yolobus on its successful Y shuttle to events at the Golden One Center.

Director Saylor thanks Director Ledesma and the West Sacramento staff for their information. He expressed the hope that much could be learned from the trial period. He commended the work done on the citywide mobility plan and expressed hope that it could be applied to rural situations.

Director Dulcich stated there were exciting ideas presented. He asked if Yolobus could provide paratransit service when that was needed. Mr. Bassett stated that was one of the issues that needed to be resolved.

### **Minute Order 2017-46**

Director Saylor made the motion, seconded by Director Ledesma, to:

- 1) Direct District Staff to work with the City of West Sacramento to determine appropriate methods to ensure the interests of the District and all member agencies, including the City of West Sacramento, are considered.
- 2) Direct District staff to return to the Board of Directors for consideration of any interagency policy decisions or agreements necessary to implement this pilot program.

Roll call resulted in:

AYES: Anderson, Frerichs, Ledesma, Rodriguez, Saylor  
NOES: None  
ABSENT: None  
ABSTAIN: None

The motion passed.

### **Agenda Item 10 – Consider Director’s Report**

- a. Oral Report
- b. Status of State Transit Assistance Funds
- c. Update on INFRA Application for HOV/Buspool/Carpool/Bike Path Project Along I-80 Between Kidwell and I-5, Via US 50 and I-80
- d. Annual SACOG Unmet Transit Needs Public Hearing – Director Saylor stated that the increased level of participation

had been interesting.

Director Frerichs added that most of the county areas were represented. He thanked Mr. Perez for stepping in to assist with translation during the hearing.

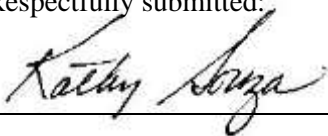
Mr. Perez thanked YCTD management for encouraging outreach to increase participation in Knights Landing and other rural locations.

- e. Potential TICRP Grant Application for Autonomous Vehicle Pilot Program Between Davis Amtrak Depot and UCD Campus – Director Dulcich commented this was an interesting concept but felt it was too early to incorporate into the campus plans. Mr. Bassett stated that Capitol Corridor staff had expressed interest in the project.
- f. Woodland Transit Study RFP/RFQ Status – Mr. Luken reported six proposals were received.
- g. Status of Efforts to Improve Bus Shelter Accommodations at SMF Terminal B – Mr. Bassett reported that Sacramento International Airport authorities had finally given permission for YCTD to put up additional bus shelters at Terminal B. Director Frerichs expressed his appreciation for staff continuing to pursue this much-needed improvement. He added that he was disappointed airport authorities had not allowed the shelters to be moved under the overhang but was very appreciative that passengers would have more opportunity to be sheltered from the elements as they waited for their bus.
- h. Discussion of SMAQMD Invitation for Bus Shelter/Community Gathering Place Project Proposals
- i. Update on Mobile Phone App MOU with Sacramento Regional Transit District – Mr. Bassett reported YCTD was still waiting for response from Sac RT.
- j. Update on SACOG Civic Labs Involving YCTD
- k. Update and Direction on Development of Countywide Capital Improvement Plan
- l. Short Range Transit Plan Update
- m. Update on Exterior Advertising Contract
- n. Update on CNG Third Skid Contract
- o. Attachments
  - i. SACOG October, 2017 State Transit Assistance Fund Estimate for FY 17/18
  - ii. Ridership Report through September 30, 2017 – Mr. Bassett pointed out that while ridership appeared to have dropped, but farebox revenue had remained relatively stable. Staff was attempting to determine the reason for the difference.
  - iii. Preliminary 1<sup>st</sup> Quarter FY 17/18 Financial Report
  - iv. 1st Quarter FY 17/18 Transit Operations Performance Report

#### **Agenda Item 11 – Adjournment**

There being no further business Chair Rodriguez adjourned the meeting at 8:28 pm.

Respectfully submitted:

  
\_\_\_\_\_, Clerk to the Board