

**YOLO COUNTY TRANSPORTATION DISTRICT**

**BOARD OF DIRECTORS MEETING**

**January 11, 2021**

**Yolo County Transportation District Board Room (via videoconference)**

**350 Industrial Way, Woodland, CA 95776**

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

Chair Loren called the meeting to order at 7:02 pm and requested roll call to confirm a quorum was in attendance through Zoom remote participation. The following individuals were in attendance:

Davis – Lucas Frerichs (Primary)

Winters - Jesse Loren (Primary)

West Sacramento – Chris Ledesma (Primary)

Woodland – Tom Stallard (Primary) (arrived 8:00 pm)

UC Davis – Matt Dulcich (Primary) (left 8:10 pm)

Caltrans – Nick Hernandez (Primary)

Not present was a Yolo County representative.

Staff present were Terry Bassett, YCTD Executive Director; Jose Perez, YCTD Deputy Director Operations, Planning & Special Projects; Janice Bryan, YCTD Deputy Director Finance, Grants & Procurement; Kristen Mazur, YCTD Senior Planner; Hope Welton, YCTD Legal Counsel; and Kathy Souza, YCTD Executive Assistant/Clerk to the Board.

Also present via Zoom were Ingrid Shepline, Richardson & Company; Michael Klein and Kyle Eggen, Transdev; Mike Barnbaum, Sacramento; Joe Bolte, Alan Hirsch, Davis; Mollie D’Agostino, Woodland; Patrick Guild, West Sacramento.

Mr. Perez reviewed the instructions for public participation in the meeting.

**Agenda Item 2 – Consider Approval of Agenda for January 11, 2021**

**Minute Order 2021-01**

Director Frerichs made the motion, seconded by Director Ledesma, to approve the agenda for the January 11, 2021 meeting. Roll call resulted in:

AYES: Frerichs, Ledesma, Loren

NOES: None

ABSENT: Representatives of City of Woodland and Yolo County

ABSTAIN: None

The motion passed.

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

Mr. Barnbaum reported on changes to the YCTD/Sac RT 2x2 and the Sac RT board of directors. He asked for clarification of the Yolobus service schedule for February 18, Martin Luther King (MLK) Jr. Day.

Ms. D’Agostino introduced herself as an applicant for the YCTD Citizens Advisory Committee (CAC). She is a resident of Woodland and works at the Institute of Transportation Studies at UCD.

Mr. Hirsch mentioned there were still openings on the CAC and stated he was pleased with the new applicants. He expressed concern that the list of potential applicant categories on the CAC recruitment flyer might send the wrong impression to possible applicants.

Mr. Perez stated that Yolobus would run a non-express service on MLK Jr Day. All service would run their normal weekday COVID-19 service levels except express routes.

Mr. Perez responded to Mr. Hirsch's concerns about the potential interests on the CAC flyer, informing him that both the CAC and board of directors requested expansion of the committee with two at-large members with the suggested areas of interest from which to hopefully draw interest in membership.

#### **Agenda Item 4 – Consent Calendar**

##### **Minute Order 2021-02**

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

4a. Approve YCTD Board Minutes for Regular Meeting of December 8, 2020

4b. Appoint Patrick Guild as the West Sacramento representative to the CAC

AYES: Frerichs, Ledesma, Loren

NOES: None

ABSENT: Representatives of City of Woodland and Yolo County

ABSTAIN: None

The motion passed.

#### **Agenda Item 5 – Board Member Reports, Announcement, Other Nominations, Presentations**

Director Ledesma welcomed Mr. Guild and thanked him for his interest in serving.

Mr. Guild responded thanking Director Ledesma for the nomination.

#### **Agenda Item 6 – Grant Continued Emergency Authority to Executive Director, or his designee, through March 31, 2021**

Mr. Bassett presented the staff report. He indicated that normally two-month extensions are under the Consent Calendar, but he wanted the matter discussed under the Regular Calendar, so he could give the board updates on Yolobus route 215 to/from Cache Creek Casino resort and requests from the casino that the number of round-trip bus trips be reduced from 17 a day to 12 a day.

Director Frerichs expressed his support but asked that the matter be reviewed in March to determine if bi-monthly authorizations were still necessary, particularly given that the board could meet quickly under COVID-19 meeting guidelines.

Chair Loren asked Mr. Bassett to confirm that he would run details on route 215 service changes, financial changes, and a possible Memorandum of Understanding by the subcommittee of YCTD's Chair (Loren) and Vice-Chair (Saylor) for consideration. Mr. Bassett responded in the affirmative.

Mr. Bolte agreed with Director Frerichs and hoped that there would be an effort to embrace on-line options and components going forward.

##### **Minute Order 2021-03**

Director Ledesma made the motion, seconded by Director Frerichs, that for the two-month period, effective February 1, 2021 through March 31, 2021, to grant continued emergency authority to the Executive Director, authorizing him, in collaboration with the Board Chair, Vice-Chair and District Counsel, to plan for and execute emergency changes in any and all fixed route and paratransit schedules, routes and expenses made necessary as the result of the coronavirus, known as COVID-19, and guidance/directives from the Yolo County Emergency Operations Center, the Yolo County Health Officer, the California Office of Emergency Services, the Governor of the State of California, or other regional, state or federal authorities with jurisdiction over YCTD and authorize the Executive Director to continue utilizing YCTD resources to assist the EOC in undertaking other activities in response to EOC requests for support services.. Roll call resulted in:

AYES: Frerichs, Ledesma, Loren  
NOES: None  
ABSENT: Representative of City of Woodland and Yolo County  
ABSTAIN: None

The motion passed.

#### **Agenda Item 7 – Presentation of 2019/20 Fiscal Audit**

Ms. Bryan introduced Ingrid Shepline who had overseen the recent audit.

Ms. Shepline presented the audit report concluding that it as a clean, unmodified document.

The directors expressed their appreciation of the detailed walk-through of items such as adding the Proterra buses into the District property.

Mr. Barnbaum asked if the District would receive any portion of the recently enacted CARES funding. Mr. Bassett replied that was addressed in the Director’s Report.

#### **Agenda Item 8 - Financial Status Update**

Ms. Bryan presented the staff report and indicated that another budget amendment is not necessary at this time.

Mr. Dulcich left the meeting at 7:45 pm.

#### **Agenda Item 9 – Discuss Development of Next YCTD Short Range Transit Plan (SRTP)**

Ms. Mazur gave an overview of the staff report.

Director Ledesma asked for clarification of the goal of the SRTP in relation to the Comprehensive Operational Analysis (COA/YoloGo). Ms. Mazur replied that the YoloGo was to seek citizen input regarding the transit plans. The SRTP would be focused on evaluating the financial aspects of providing service for the jurisdictions. Mr. Perez added that the SRTP would focus more on the details of financial planning for projects.

Director Frerichs asked when each would be implemented. Mr. Peres responded the COA probably in April 2021 and the SRTP would take 9 to 12 months to complete and implement. He added that there was unintended overlap between the projects due to the need to reassess the COA once COVID-19 issues impacted service and the recommendations.

Mr. Hirsch stated that Ms. Mazur was right in calling for key performance indicators to allow monitoring of success of the system.

*Director Stallard joined the meeting at 8:06pm.*

Chair Loren thanked staff for including projected budget information in the SRTP.

#### **Agenda Item 10 - Update on Comprehensive Operational Analysis (COA) Assessment Study**

Mr. Perez presented the staff report. He explained that staff met with staff members from the jurisdictions as well as the consultant team.

*Director Dulcich rejoined the meeting at 8:10 pm.*

Mr. Barnbaum asked for clarification of peak hours.

Mr. Bolte asked staff to suggest that other jurisdictions reach out to their citizens to remind them to provide their input. He asked if drivers could alert passengers to the availability of the survey.

Mr. Perez replied to Mr. Bolte’s suggestion by stating that YCTD could make announcements about the survey both audible and scrolling on-board each bus at specified intervals rather than have the drivers distracted from their tasks.

Director Ledesma stated that West Sacramento staff was still concerned about costs to the city. He expected YCTD staff to update West Sacramento staff. He asked if staff had met with the Transit and Mobility Commission. Mr. Perez responded that a meeting was planned but had not yet happened.

Emailed comments from Mr. Bolte:

Item 10 - YoloGo Assessment

"Comprehensive Operational Analysis" isn't a good name for a project that in practice is a route redesign. And three-letter acronyms are confusing in general. I suggest retiring the COA nomenclature completely and calling the route redesign, "YoloGo" so there's no ambiguity.

I suggest the outreach effort focus on:

1. collecting, refining and publishing comprehensive information that will empower the public, at their own chosen pace and timing, to understand the effects of YoloGo. In other words, post everything needed online ahead of time, and make flyers with specific changes to react to, as well as the URL to find the complete online info and survey.
2. actively collecting useful feedback from current riders and potential riders. People who will never ride the bus are of little interest for YoloGo, and should be identified during any in-person or online survey. (How often did you ride public transit before Covid-19? How often would you ride if buses left every 5 minutes on all Yolobus routes? If the answer is never/never, count person and end survey) I think the board should set an expectation of getting feedback from current or potential riders of at least 5% of pre-COVID Yolobus weekday ridership. Set up tables at Woodland Transit Center, UCD MU, West Sacramento Transit Center, and 9th and L, with on-paper surveys and complete info about YoloGo.

High quality video production is very time- and money-intensive. Is the planned video a better use of resources than online sessions and in-person socially distanced tabling?

The sample flyer doesn't have enough urgency or specifics. Yolobus has a draft plan they want to validate with the public and then implement. But this flyer would work just as well for early-stage "visioning" outreach. Don't be like Mulder when he tells Scully to get down here because something crazy just happened. Tell Scully what happened while you have her on the phone!

Another possibility for the flier topline:

"Yolobus is changing soon! We need your feedback!"

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Glad to see the proposed Causeway Connection performance metrics. Should these metrics be tracked for all Yolobus routes? Older buses may collect less data.

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Idle thought: a few thousand people work at Sacramento International Airport. Flight staff often will not return until the next day. With the right service, commute trips to the airport should be multiple times higher than the current ridership of the 215 to the Casino. But car parking is a profit center for the airport."

### **Agenda Item 11 – Consider Director’s Report**

Mr. Bassett gave an overview of the Director’s Report.

- a. Oral Report** – Mr. Bassett mentioned that the FBI had issued warnings about the possibility of armed protests leading up to the inauguration in Washington DC and that such protests could extend to all 50 state capitols. He added that SacRT had agreed to host a virtual meeting on Tuesday to discuss how transit operators respond to such crowds, which might disrupt routing and schedules in downtown Sacramento. He stated that all the transit agencies were especially concerned about the mention of protesters being armed and what this would mean for the safety of transit riders and employees.

**b. Bus Shelter Replacements in West Sacramento**

We have been working on the planned replacement of bus shelters in West Sacramento, particularly along West Capitol Avenue. See the attached map. At our request, the City of West Sacramento requested its Contractor doing its complete streets project on West Capitol Avenue, to submit a price estimate for a change order to remove 12 old bus shelters and replace them with 12 new bus shelters (including benches and trash cans). The shelters, benches are being provided by YCTD. The firm's price quote was \$131,210.40-- the equivalent of \$10,934.20 per shelter for removal/installation. This is beyond YCTD's budget and affordability, so we have approached our bus contractor, Transdev, to determine what they would charge for the same work. In contrast, their estimate is \$8,556.90 total for parts, supplies and equipment (crane truck and trailer) rental, or \$713.08 per shelter, bench and trash can assembly. We are working with Transdev to treat this work on a pass-thru basis. The shelters are prefabricated and just need installation and connecting of the prefabricated sections. Transdev has already proven that it can safely and efficiently replace shelters, based on their recent experience replacing a shelter in Woodland that an errant car ran into.

We are working with West Sacramento Public Works staff to develop a traffic control plan and obtain necessary encroachment permits.

Director Ledesma expressed his approval and appreciation for the cost savings.

**c. Impact of Recent Stimulus Package on Public Transit in Yolo County**

In late 2020, President Trump signed the *Consolidated Appropriations Act of 2021*, which includes \$900 billion in COVID-19 emergency relief. It includes \$13.27 billion for transit grants to urbanized areas (FTA 5307 and FTA 5337), \$678.65 million for transit grants to rural areas (FTA 5311), and \$50.034 million for transit grants to rural areas (FTA 5310, Enhanced Mobility of Seniors & People with Disabilities).

Nationally, \$14 billion for transit is in the new stimulus package, which is 56% of the \$25 billion approved in last year's CARES funds. Incidentally, transit systems in the New York/New Jersey/Connecticut areas are slated to receive 42% of the \$14 billion.

Regarding FTA 5307 urban funds, **most small urban areas, including Woodland, Davis and Yuba City were excluded from any appropriation** (see the attached chart on California urban areas and their corresponding appropriation).

In the case of the Sacramento large urban area, \$37,15,802 in new appropriations was included. Such funds represent a combination of bus and fixed guideway (rail) funding. Based on proportions from the previous round of CARES funding for transit in the Sacramento urbanized area, and on the allocation methodology used last time, **Yolobus has the potential of receiving approximately \$862,000 in new funds associated with the Sacramento urbanized area funding**. We have asked SACOG and RT staff to calculate the "earned" share amount attributable to each transit operator.

Yolobus may also receive part of the rural Section 5311 transit funds. The distribution methodology will be decided by Caltrans, but based on prior distributions by Caltrans, transit in rural Yolo County, which includes Winters, may gain access to **about \$249,000 in new funding**.

It has not yet been determined over how many fiscal years the above amounts can be applied for and whether any other new restrictions have been added.

**d. Woodland Transit Center Study Status**

Staff met with the consultant team that developed the Woodland Transit Center Feasibility Study on December 4, 2020. During the meeting, a summary of the status of the study as well as next steps needed to prepare the document for presentation to the YCTD Board was conducted. Additional notes and feedback were provided to the consultant team, and they are finalizing the study document. Additional contractual

information and steps between YCTD and the consultant team are also required prior to being able to complete the study. It is anticipated the final study will be presented to the YCTD Board in February or March, depending on the timeliness of the resolution to the contractual requirements.

Director Stallard reported that Woodland staff was concerned that they had not been included in this meeting. Mr. Bassett responded that staff would take appropriate action to make sure this did not occur in the future.

***e. Update on COVID-19 Regarding Transdev & YCTD Employees***

Since the December 14<sup>th</sup> YCTD board meeting, Transdev, which provides Yolobus fixed route, paratransit and microtransit services, has had six (6) confirmed COVID-19 positive cases. This is among their pool of about 100 employees, from drivers, maintenance, and office personnel. Fortunately, the cases were spread out over a month, and all but one of these employees are expected to have completed their quarantines and return to work by the January 11<sup>th</sup> YCTD Board meeting. Transdev has been in contact with County Health officials regarding the matter.

Additionally, one of YCTD's 10 employees recently tested positive for COVID-19 and is not expected to return to work until January 19<sup>th</sup>. YCTD has already expanded its telework options for YCTD employees, who have been equipped with laptop computers and are working from home on a staggered schedule, so that YCTD offices can remain open 9 am-4 pm, excluding 12-1 pm. We will explore options if additional YCTD employees test positive.

***f. Stay at Home Order Extended***

On January 2, 2021, the California Department of Public Health (CDPH) announced that hospitals in the Greater Sacramento Region, including Yolo County, have only a 6.9% ICU capacity. According to the CDHP web site, the Greater Sacramento Region remains under the Stay-at-Home order because the area's four-week projected ICU capacity does not meet the criteria to exit the order. Once a region's four-week ICU projection shows a capacity of greater than or equal to 15%, the order will be lifted for that area.

According to the web site, the Terms of this Order shall remain in place for at least three weeks from the date the order takes effect in a Region and shall continue until CDPH's four-week projections of the Region's total available adult ICU bed capacity is greater than or equal to 15%. Four-week adult ICU bed capacity projections will be made approximately twice a week, unless CDPH determines that public health conditions merit an alternate projection schedule. If after three weeks from the effective date of the Terms of this Order in a Region, CDPH's four-week projections of the Region's total available adult ICU bed capacity is greater than or equal to 15%, the Terms of this Order shall no longer apply to the Region.

As a reminder, mass transit workers are considered Essential Critical Infrastructure Workers, as they maintain continuity of operations of essential critical infrastructure sectors. While YCTD's role is to provide for the movement of people who rely on transit for essential purposes, we have instructed Transdev to not question riders as to their trip purpose and if it is "essential".

***g. Downtown Sacramento Protest Impacts on Yolobus Service***

On Wednesday, January 6<sup>th</sup>, Yolobus needed to modify the routing of some of its bus trips in downtown Sacramento, due to political protests that caused road closures. This impacted certain trips on Yolobus bus routes 40, 41, 240, 42A and 42B. Fortunately, express routes did not seem to have been impacted. Normally, when such forced re-routes occur, we shift the route terminus to the West Sacramento Transit Center.

***h. Causeway Connection Update***

The Causeway Connection is currently in its third quarter of revenue service. Ridership levels have been lower than originally projected, due primarily to the significantly lowered demand due to the COVID-19 pandemic. The operation of the service between YCTD and SacRT continues to improve, including enhanced communication and information availability to the public. Most recently the implementation of a

single “unified” service impact alert system being managed by the Yolobus team was successfully launched on January 4, 2021. This opt-in system provides text-message and email-based alerts and notices regarding the Causeway Connection and emergencies throughout the Yolobus network. YCTD developed an FAQ and registration guide to facilitate customer sign-ups, and the necessary information is available on the service’s dedicated website, [causewayconnection.com](http://causewayconnection.com). The partners continue to revise the performance reports and data collection, and a list of suggested metrics is summarized below, along with ridership figures through December 2020.

- Total Unlinked Trips (Ridership)
  - Separated by YCTD and SacRT
    - Report on non-UC affiliated rides
- Total Revenue Miles
- Total Revenue Hours
  - Report on non-revenue miles
- Vehicle Capacity/Passenger Loads
  - Tracking passengers unable to board (e.g., due to capacity, safety, bicycle capacity, etc.)
- Total Trips Provided
  - Missed trips (Total possible – Total provided), including defining “missed trips”
  - Summary cause for missed trips (or exact report by missed trip)
- On-time Performance (OTP)
  - Report from TripShot
  - Exclude early “arrivals” from OTP calcs
  - Report on number of excessive lates (Report on distributed Alerts) as % of total operated trips
- Operating Costs
  - Separate contract, fuel, maintenance, and other costs
  - Report Total cost (YCTD + SacRT)
- Key Performance Indicator (KPI) Reports
  - Cost/Pax
  - Cost/Trip
  - Pax/Revenue Hour
  - Pax/Revenue Mile
  - Pax/Trip (Average of all trips)

#### Causeway Connection Ridership

	May 2020	June 2020	July 2020	August 2020	September 2020	October 2020	November 2020	December 2020	Total
Total	241	386	883	785	953	1,568	1,214	1,312	7,342

We are working with SacRT staff to make alterations to the route 138 schedule to 1) add 5 minutes running time on certain afternoon Sacramento-bound trips and 2) change out which trips are operated by Sac RT and Yolobus, reducing unnecessary deadheading of buses. For example, the first morning Davis-bound trip out of the UC Med Center will be operated by SacRT, while the first morning Sacramento-bound trip out of the UCD main campus will be operated by Yolobus. These changes will take place on April 5, 2021.

#### ***i. Status of Agreements with Sacramento Regional Transit District***

- i. Mutual Aid Agreement— Still in progress.*** YCTD staff have sent the proposed agreement to the California Transit Insurance Pool, to ascertain whether the provisions proposed in the mutual aid agreement adequately address liability and worker’s compensation issues. The intent of the Agreement is to enable the sharing of resources during emergencies when one agency needs such resources.

- ii. **Transfer Agreement—Still in progress.** The Transfer Agreement between SacRT and YCTD (last entered in 2009) establishes the methodologies for reimbursement of fares from one entity to the other. We are still awaiting a proposed draft from SacRT.

**j. Monthly Progress Report on Three Primary Goals, Desired Outcomes for Succession Plan**

- i. Develop a 3-year budget that is reflective of board priorities on effectiveness, seamlessness, efficiency, and sustainability, while taking the revised Comprehensive Operational Analysis (COA) recommendations into consideration. Prepare draft 3-year budget, or financial plan, by March 30, 2021. Provide monthly or quarterly updates, as appropriate. **January 11, 2021 Update:** This is an ongoing project and is intermixed with the COA, as described in agenda item 11 in this Board packet. It is still staff's intention to prepare a draft 3-year budget by March 30, 2021.
- ii. Review and proactively redesign and implement transportation related service changes and public outreach programs, consistent with board priorities, in response to existing and new COVID-19 outbreaks which may occur over the next 3-years. Provide monthly updates, as appropriate. **January 11, 2021 Update:** This is an ongoing project and is intermixed with the COA, as described in agenda item 11 in this Board packet.
- iii. Develop and submit a proposed succession plan, reflective of district-wide priorities. Review district activities, employee roles, responsibilities, job descriptions, and desired outcomes for a succession plan, by November 30, 2020. Provide succession plan recommendations by May 31, 2021. Provide monthly updates, as appropriate. **January 11, 2021 Update:** In December, I submitted the following desired outcomes for a succession plan:
  - 1) Staffing and skillset levels responsive to district-wide vision, values, and priorities
  - 2) Staff flexibility in response to changing conditions and opportunities
  - 3) Minimal disruptions of service and district priorities due to staff turnover
  - 4) Reassess, potentially update, or revise positions and functions
  - 5) Determine internal succession opportunities, required skillsets, education and training resources needed to elevate, promote and support said employees
  - 6) Determine which positions will require recruitment
    - System in place for recruitment, replacement and training of managers and highest skilled positions (e.g., Senior Planner, IT Specialist)
    - System in place for recruitment, replacement, and training of all other positions
  - 7) Consideration of outside services and Extra Help as needed

**k. Attachments**

- i. Draft Urban Area New CARES Stimulus Funding
- ii. Yolobus Shelter Replacements on West Capitol Avenue
- iii. Updated Long-Range Board Meeting Calendar
- iv. December 2020 Ridership Report for Fixed Route, Paratransit and Microtransit

Chair Loren asked if there was any progress on standardization of age categories for all area transit systems.

Mr. Perez responded that was a work in progress.

**Agenda Item 12 - Adjournment**

There being no further business, Chair Loren adjourned the meeting at 8:36pm.

Comments via Zoom chat during meeting:

**From Joe Bolte to Everyone: 07:15 PM**

Congrats Patrick

**From Patrick Guild to Everyone: 07:16 PM**

Thank you, Joe.

**From Mike Barnbaum to Everyone: 07:20 PM**

For the COA Item, which I believe is item number nine in tonight's agenda packet. Could we be more clear when "peak hours" is mentioned in a report, as to the exact definition of this. It is my hope that "peak hours" is defined as weekdays from 5am to 9am, and again from 3pm to 7pm. On consensus for purposes of this evening's meeting, can we verbally be OK with this?

**From Jose Perez to Everyone: 07:21 PM**

Thank you Mike, we can address this comment when the item is active during the meeting.

**From Mike Barnbaum to Everyone: 07:36 PM**

In addition to CARES ACT funding, which the auditor mentioned has helped YCTD in its operating funding, didn't YCTD receive any funding from the December 2020 stimulus relief package, or not as of yet, in hand?

**From Alan Hirsch, Lorax to Me: (Direct Message) 07:48 PM**

Kathy...and Asside: It is sometimes confusing where we are in Agenda packet. Page number in discussion not same as page number in PDF packet. The city of davis Packet are page number base on both order in PDF and page number in that sub-document. Many in city staff seem to be able to do this for commission and council packet. They must have either a embedded tool or found a way in Pdf SOFTWARE to add consecutive PDF-order page number of the entire packet. You might investigate for use on future packets. Hope this is helpful.

**From Mike Barnbaum to Everyone: 07:51 PM**

I intend to speak on the COA this meeting. I want to reserve any comment on the SRTP at this time. I yield my entire time on the SRTP to the Board Members. Thank you, Jose and Terry.

**From Joe Bolte to Everyone: 08:07 PM**

great job senior planner mazur

**From Me to Jesse Loren: (Direct Message) 08:16 PM**

I have written comments submitted by Joe Bolte earlier today to be read.

**From Joe Bolte to Everyone: 08:17 PM**

good point Mike on peak hours

**From Mike Barnbaum to Everyone: 08:24 PM**

For Thursday, what time is the virtual COA workshop and is there a zoom link to attend?

The short term planning document an item ago is referred to as a "Short Range Transit Plan." It provides an overview of existing conditions and forecasts wants and needs over roughly a 5-year timeframe. Thank you Chris Ledesma for the comment/question.

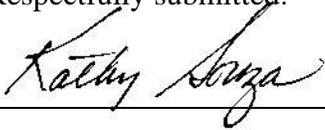
**From Jose Perez to Everyone: 08:27 PM**

Hello Mike, We will distribute notice of the workshop URL and availability in the next day or two, the virtual workshop is planned to be "open" not later than noon on Thursday January 14, 2021.

**From Mike Barnbaum to Everyone: 08:27 PM**

January 17th is a Sunday. This is the day before the MLK observance. Most of the protests and riots in Downtown Sacramento have been on Saturdays, not Sundays.

Respectfully submitted:

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