



**CITIZENS ADVISORY COMMITTEE AGENDA**  
**(530) 402-2819**

**NOTICE**

MEMBERS Lisa Baker (Winters), Olin Woods (Yolo County), Steven Streeter (Davis), Patrick Guild (West Sacramento), Mollie D'Agostino (Woodland), Andrew Furillo (At Large), Vacant (At Large)

ZOOM WEBINAR ADDRESS: <https://us06web.zoom.us/j/96683509574>

ZOOM WEBINAR PHONE NUMBER: (669) 900-6833

ZOOM WEBINAR ID: 966 8350 9574

**All participants will be entered into the webinar as attendees.**

MEETING DATE: Tuesday, May 31, 2022

MEETING TIME: 6:00 PM

Pursuant to the Government Code section 54953(e)(1), members of the Yolo County Transportation District Citizens' Advisory Committee and staff will participate in this meeting via teleconference. This Executive Order authorizes local legislative bodies to hold public meetings via teleconference and to make public meetings accessible telephonically or otherwise electronically to all members of the public.

**Further instructions on how to electronically participate and submit your public comments can be found in the Public Participation Instructions note at the end of this agenda.**

To submit a comment in writing, please email to [public-comment@yctd.org](mailto:public-comment@yctd.org) and write "For CAC Public Comment" in the subject line. In the body of the email, include the item number and/or title of the item (if applicable) with your comments. All comments received by 4:00 PM on Tuesday, May 31, 2022 will be provided to the YCTD Citizens Advisory Committee in advance and comments submitted during the meeting shall made part of the record of the meeting, but will not be read aloud or otherwise distributed during the meeting.

<u>Estimated Time</u>		<u><i>The Chair reserves the right to limit speakers to a reasonable length of time on any agenda item, depending upon the number of people wishing to speak and the time available.</i></u>	Info/Discussion	Deliberation/Action
6:00 PM	1.	<div>Call to order/roll call</div> <div> <u><b>Jurisdiction</b></u>  County  Woodland  West Sacramento  Winters  Davis  At Large  At Large </div> <div> <u><b>Member</b></u>  Olin Woods  Mollie D'Agostino  Patrick Guild  Lisa Baker  Steven Streeter  Andrew Furillo  Vacant </div>		<b>X</b>
	2.	Consider Approval of Agenda for May 31, 2022		<b>X</b>

	3.	Comments from the public regarding matters NOT on the Agenda, but within the purview of YCTD (Comments will be limited to two (2) minutes per person—please identify yourself and in which community you live before providing your comments)	X	
	4.	Approval of Minutes of CAC's Regular Meeting on March 8, 2022 ( <i>Koh</i> ) ( <i>pp 4-6</i> )		X
	5.	Discuss Remote and Hybrid Meeting Format ( <i>Bernstein</i> ) ( <i>pp 7-9</i> )		X
	6.	Discuss CAC Meeting Dates for Remainder of 2022 ( <i>Koh</i> ) ( <i>p 10</i> )	X	
	7.	Administrative Reports ( <i>p 11</i> ) Discussion regarding subjects not specifically listed is limited to clarifying questions <ul style="list-style-type: none"> <li>• CAC Members' Reports</li> <li>• Executive Director's Report</li> </ul>	X	
	8.	Review and discuss YCTD's Draft Preliminary 22-23 Budget ( <i>Levenson</i> ) ( <i>pp 12-38</i> )	X	
	9.	Discuss Upcoming Route 42 Service Changes ( <i>Romero</i> ) ( <i>pp 39-44</i> )	X	
	10.	Continue Discussion of Opportunities for CAC Engagement with YCTD Board ( <i>Bernstein</i> ) ( <i>p 45-46</i> )	X	
7:30 PM	11.	Adjournment		X

I declare under penalty of perjury that the foregoing agenda was posted on or before 6:00 pm Friday, May 27, 2022 at the Yolo County Transportation District Office (350 Industrial Way, Woodland, California). Additionally, copies were faxed or transmitted electronically to the Woodland, Davis, West Sacramento, and Winters City Halls, as well as to the Clerk of the Board for the County of Yolo.




---

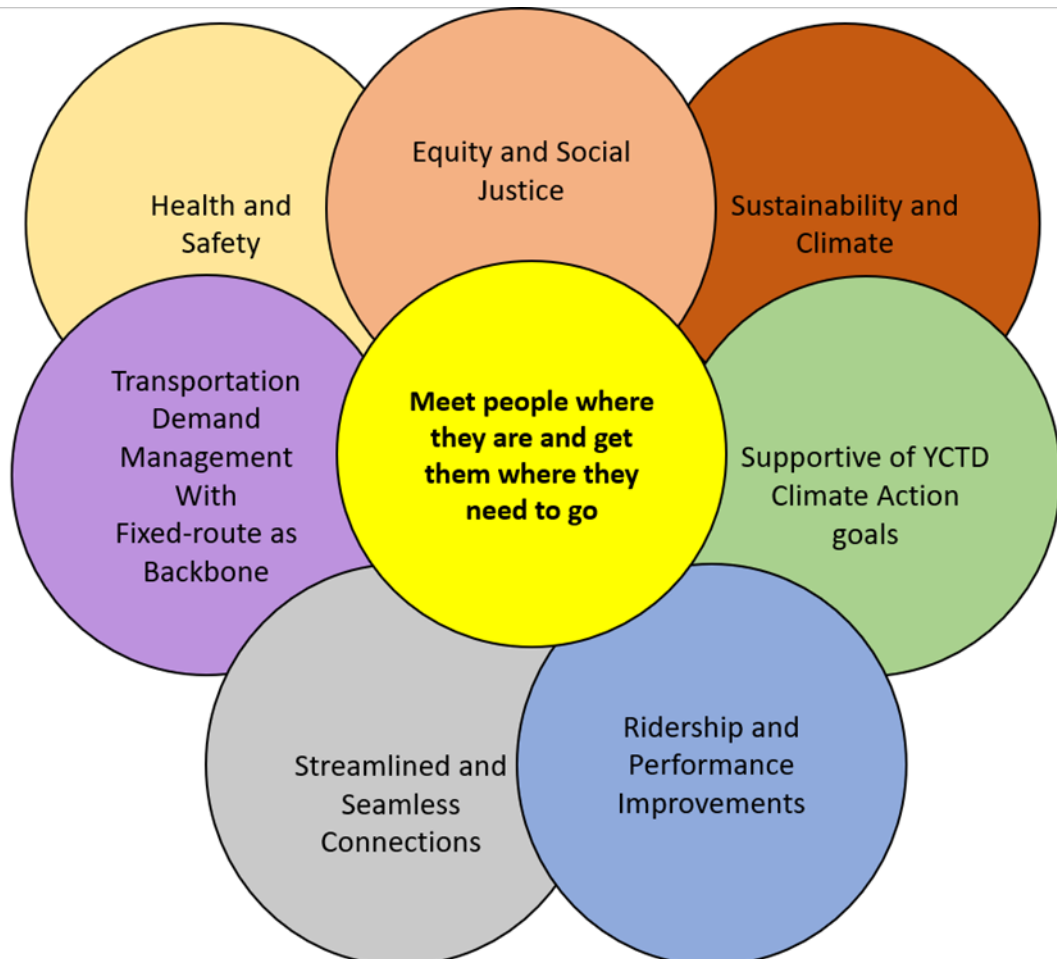
Mimi Koh, Executive Assistant and Clerk to the Board

## Public Participation Instructions

Based on guidance from the California Department of Public Health and the California Governor's Office, in order to minimize the spread of the COVID-19 virus, please do the following:

1. You are encouraged to participate in the May 31, 2022 YCTD Citizens' Advisory Committee (CAC) meeting remotely via the Zoom platform using the following meeting details:
  - a. Via PC: <https://us06web.zoom.us/j/96683509574>  
Webinar ID: 966 8350 9574  
**All participants will be entered into the webinar as attendees.**
  - b. Via Phone: Meeting Phone Number: (669) 900-6833  
Webinar ID: 966 8350 9574  
**All participants will be entered into the webinar as attendees.**
2. If you are joining the meeting via Zoom and wish to make a comment on an item, click the "raise hand" button. If you are joining the meeting by phone only, press \*9 to raise your hand. Please wait for the host to announce the comment period has opened and indicate that you wish to make a comment at that time. The Clerk of the Board will notify the Chair, who will call you by name or phone number when it is your turn to comment. Speakers will be limited to 2:00 minutes.
3. If you choose not to observe the YCTD CAC meeting but wish to make a comment on a specific agenda item, please submit your comment via email by 4:00 p.m. on Tuesday, May 31, 2022 to Clerk of the Board, at [public-comment@yctd.org](mailto:public-comment@yctd.org) or by phone at 530-402-2819 noting in the subject line: For CAC Public Comment. Your comment will be placed into the record at the CAC meeting.

## YCTD Citizens Advisory Committee Framework



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

<b>Topic:</b> Approval of Minutes of CAC’s Regular Meeting on March 8, 2022	<b>Agenda Item#:</b>  <b>Agenda Type:</b>	<b>4</b>
		<b>Deliberation/Action</b>
		<b>Attachments:</b> Yes <b>No</b>
<b>Prepared By: M. Koh</b>		<b>Meeting Date: May 31, 2022</b>

## RECOMMENDATION:

Staff recommends that the Yolo County Transportation District (YCTD) Citizens' Advisory Committee (CAC) review and approve the meeting minutes from their March 8, 2022, meeting.

## REASON FOR RECOMMENDATION:

The YCTD Bylaws require minutes of each CAC meeting be recorded. The CAC shall review and approve minutes of each meeting.

## MEETING MINUTES:

Meeting Date: March 8, 2022

### **1. Call to order/Roll Call**

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

YCTD staff in attendance were Autumn Bernstein, Executive Director; Jose Perez, Deputy Director - Operations, Planning & Special Projects/DBELO; Daisy Romero, Assistant Planner; Mimi Koh, Executive Assistant and Clerk to the Board.

### **2. Consider Approval of Agenda for March 8, 2022**

Chair Baker asked for approval of the agenda. Furillo made the motion, seconded by Streeter to approve the agenda for March 8, 2022. *The motion passed unanimously.*

### **3. Comments from the Public.**

Public comments were received via email regarding agenda items #3, #5 and #8. The public comments came in from Mr. Alan Hirsch and were sent to the CAC members prior to the start of the meeting.



Mr. Hirsch made public comments during the meeting.

**4. Approval of the January 25, 2022, Minutes**

Chair Baker asked for approval of the January 25, 2022, meeting minutes.

Mr. Furillo asked that corrections be made to his comments about the December 2<sup>nd</sup> Unitrans Advisory Committee Meeting regarding the DISC project in Davis as well as the Davis Climate Action and Adaptation Plan. Corrections will be made.

Mr. Furillo made the motion to approve the minutes with the correction, seconded by Ms. D'Agostino.  
*The motion passed unanimously.*

**5. Approve Schedule of CAC Meeting Dates for 2022.**

Chair Baker asked for approval of the schedule of CAC meeting dates for 2022.

The committee discussed moving forward with two dates: Tuesday May 10, and Tuesday July 12 with the flexibility of changing the frequency of meeting dates to accommodate the committee and Board's needs. Staff and Committee will discuss meeting dates beyond July 12, 2022 during the July meeting.

Mr. Hirsch sent in public comments via email.

Mr. Streeter made the motion, seconded by Mr. Furillo to approve the next two meeting dates of May 10 and July 12. *The motion passed unanimously.*

**6. CAC Member Reports, Announcements, Presentations**

There were no CAC member reports, announcement and/or presentations.

**7. Executive Director's Oral Report, Other Items, Future Agenda Topics**

Ms. Bernstein provided an overview of the staff report to include:

- Twice-a-month emails of the Executive Director's Report
- Soft launch of the Yolobus website and upcoming YCTD website
- Attendance at the Yolomobility committee meeting
- New Senior Planner, Brian Abbanat
- Updating the paratransit rider guide. Ms. Bernstein will bring this topic back to the committee for discussion at the next CAC meeting.

Chair Baker and Mr. Streeter provided comments regarding the paratransit rider guide.

Mr. Furillo asked if there were plans for Yolobus to adopt the California Integrated Travel program payment system. Ms. Bernstein and Mr. Perez provided a response.

Mr. Hirsch sent in public comments via email.

**8. Discuss Opportunities for CAC Engagement with YCTD Board**

Ms. Bernstein provided an overview of the staff report regarding CAC's opportunities of engagement with YCTD Board.

Mr. Hirsch sent in public comments via email.

Mr. Hirsch provided public comments during the meeting.

Chair Baker, Mr. Streeter, and Mr. Furillo provided comments and suggestions on strategic ways for the CAC and the YCTD Board to engage.

Ms. D'Agostino provided comments pertaining to ways to partner up and provide joint learning opportunities with CAC and the Board. She also commented on encouraging more diversity within the CAC.

Chair Baker asked that the subject of increasing diversity and equity of the CAC be placed on a future CAC agenda. Chair Baker also commented that some national organization provide quarterly learning sessions. She would also like to place this subject of creating learning opportunities on the next CAC meeting agenda.

**9. Resuming Suspended Express Routes 43, 43R, 45 and 230. Conclusion of L Line Service Assistance**

Ms. Romero and Mr. Perez provided an overview of the staff report. Mr. Perez asked for the committee's feedback of the staff report.

Mr. Furillo provided feedback and asked if the prioritization tool was used to bring back some of the suspended routes. Mr. Perez stated that the prioritization tool was used and responded further to Mr. Furillo's question.

Ms. D'Agostino commented on the prioritization tool and its rating.

Mr. Streeter commented on the increasing fuel prices.

Ms. Bernstein provided comments on why the routes were suspended due to the driver shortage and not because of low ridership.

**10. Adjournment**

There being no further business, Chair Baker adjourned the meeting at 7:39pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Mimi Koh', with a stylized, cursive script.

Mimi Koh  
Executive Assistant and Clerk to the Board

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

<b>Topic:</b> Discuss Remote and Hybrid Meeting Format	<b>Agenda Item#:</b>  <b>Agenda Type:</b>	<b>5</b>	
		<b>Deliberation/Action</b>	
		<b>Attachments:</b>	<div><div>Yes</div>No</div>
<b>Prepared By: A. Bernstein</b>	<b>Approved By:</b>	<b>Meeting Date: May 31, 2022</b>	

## **RECOMMENDATION:**

Staff recommends that the CAC discuss the preferred meeting format for CAC meetings in light of the continuing pandemic.

## **BACKGROUND:**

At its May 9, 2022 meeting, the YCTD Board approved Resolution 2022-06 authorizing remote and hybrid teleconference meetings of the YCTD Board of Directors pursuant to Assembly Bill 361. This authorization allows for hybrid meeting formats, where some members of the Board and public may participate remotely, while others meet in person at the YCTD Boardroom in Woodland. At the May meeting, all Board members participated remotely, while one member of the public attended the meeting at the YCTD Boardroom.

The CAC may continue to meet remotely or adopt a hybrid meeting approach similar to that of the YCTD Board. The CAC members should discuss and make a determination. The CAC does not need to pass a resolution. The attached YCTD Board Resolution is provided for reference.

**YOLO COUNTY TRANSPORTATION DISTRICT  
RESOLUTION NO. 2022-06**

**AUTHORIZING REMOTE AND HYBRID TELECONFERENCE MEETINGS OF THE YCTD BOARD OF  
DIRECTORS PURSUANT TO ASSEMBLY BILL 361**

**WHEREAS**, the Yolo County Transportation District (YCTD) is committed to preserving and nurturing public access and participation in meetings of YCTD's legislative bodies; and

**WHEREAS**, the Brown Act, Government Code section 54953, subdivision (e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953, subdivision (b)(3), subject to the existence of certain conditions; and

**WHEREAS**, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

**WHEREAS**, on March 4, 2020, the Governor proclaimed pursuant to his authority under the California Emergency Services Act, California Government Code section 8625, that a state of emergency exists with regard to a novel coronavirus (a disease now known as COVID-19); and

**WHEREAS**, on June 4, 2021, the Governor clarified that the "reopening" of California on June 15, 2021 did not include any change to the proclaimed state of emergency, or the powers exercised thereunder; and

**WHEREAS**, as of the date of this Resolution, neither the Governor nor the Legislature have exercised their respective powers pursuant to California Government Code section 8629 to lift the state of emergency either by proclamation or by concurrent resolution in the state Legislature; and

**WHEREAS**, the continued rates of transmission of the virus and variants causing COVID-19 within RCRC member counties are such that meeting in person would present imminent risks to the health or safety of some attendees of public meetings, particularly those with pre-existing health conditions; and

**WHEREAS**, the Board of Directors has considered the current circumstances of the state of emergency, and determined that the state of emergency continues to directly impact the ability of the members to meet safely in person

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Yolo County Transportation District as follows:

1. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.
2. A proclaimed state of emergency exists and as a result of the emergency, meeting in person would present imminent risks to the health or safety of some attendees, particularly those with pre-existing health conditions.
3. The Board of Directors is hereby authorized and directed to conduct open and public meetings in accordance with Government Code section 54953, subdivision (e) and other applicable provisions of the Brown Act.
4. This Resolution is intended to enable the Board of Directors to meet via teleconference in accordance with Assembly Bill 361 of 2021 (Statutes 2021, Chapter 165), whether solely by teleconference or via a "hybrid" combination of physical location and teleconference.
5. This Resolution shall take effect immediately upon its adoption and shall be effective for a period of thirty (30) days thereafter, unless extended pursuant to Government Code section 54953, subdivision (e)(3). Expiration of this resolution shall not prejudice any subsequent action to adopt another resolution in accordance with Government Code section 54953, subdivision (e) during the present or any future state of emergency.

**PASSED AND ADOPTED** by the Board of Directors of the Yolo County Transportation District, County of Yolo, State of California, this 9th day of May 2022, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

---

Don Saylor, Chair  
Board of Directors

ATTEST:

---

Mimi Koh, Clerk  
Board of Directors

Approved as to Form:

---

Hope P. Welton, District Counsel

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

<b>Topic:</b> Discuss CAC Meeting Dates for Remainder of 2022	<b>Agenda Item#:</b>  <b>Agenda Type:</b>	<b>6</b> <b>Deliberation/Action</b>
		<b>Attachments:</b> <b>Yes</b> <input checked="" type="radio"/> <b>No</b>
<b>Prepared By: M. Koh</b>		<b>Meeting Date: May 31, 2022</b>

**RECOMMENDATION:**

Staff recommends that the Citizens' Advisory Committee discuss and approve the following dates for its meetings in the 2022 calendar year. Historically, the CAC met every three months per calendar year.

**BACKGROUND:**

Proposed 2022 CAC Meeting Dates:

Tuesday, July 5

Tuesday, September 6

Tuesday, November 1

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

<b>Topic:</b> Administrative Reports	<b>Agenda Item#:</b>	<b>7</b>
	<b>Agenda Type:</b>	<b>Informational</b>
		<b>Attachments:</b> <input checked="" type="radio"/> <b>Yes</b> <input type="radio"/> <b>No</b>
<b>Prepared By: M. Koh</b>		<b>Meeting Date: May 31, 2022</b>

**BACKGROUND:**

This section of the agenda is reserved for administrative reports.

- CAC Members' Report
- Executive Director's Report

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

<b>Topic:</b> Review and discuss YCTD’s Draft Preliminary FY 2022-23 Budget	<b>Agenda Item#:</b>  <b>Agenda Type:</b>	<div>8</div> <div>Deliberation/Action</div>	
		Attachments:	<div>Yes</div> No
<b>Prepared By: L.Levenson</b>		<b>Meeting Date: May 31, 2022</b>	

## RECOMMENDATION:

Staff recommends that the Citizens' Advisory Committee review and provide feedback on the Yolo County Transportation District (YCTD) Draft Preliminary FY 2022-23 Budget

## BACKGROUND:

Yolo County Transportation District's bylaws state that "the Board shall adopt at least a preliminary budget by June 30<sup>th</sup> which shall serve as the tentative District's budget pending adoption of a final budget. A final budget shall be adopted no later than August 30<sup>th</sup> of each year."

The attached draft preliminary budget is substantially the same as a version sent via email to all Board members, City Managers and Public Works Directors on April 29, 2022 and was discussed at the YCTD Board Meeting on May 9, 2022. The Overview Table provides the high level numbers:

### **FY 2022-23 YCTD Budget Overview Table**

Program	FY 2022-23		
	FY 2022-23 Operating Budget	Capital & Planning Projects	Total FY 2022-23
Administration	\$3,232,000	\$0	\$3,232,000
Fixed Route	\$11,828,000	\$3,938,200	\$15,766,200
Microtransit	\$878,000	\$560,000	\$1,438,000
Paratransit	\$1,923,000	\$0	\$1,923,000
Multi-Modal	\$0	\$1,000,000	\$1,000,000
<b>Total</b>	<b>\$17,861,000</b>	<b>\$5,498,200</b>	<b>\$23,359,200</b>
<b>FY 2021-22 Budget</b>	<b>\$16,519,000</b>	<b>\$5,276,000</b>	<b>\$21,795,000</b>
<b>Change</b>	<b>\$1,342,000</b>	<b>\$222,200</b>	<b>\$1,564,200</b>
<b>Percent Change</b>	<b>8%</b>	<b>4%</b>	<b>7%</b>



## Draft Budget Highlights

Budget highlights include:

- The long-awaited expansion of the Route 42 A/B to 30 minute headways.
- Launch of the new Woodland microtransit service in January 2023.
- Continued restoration of previously-suspended express services as demand warrants and driver resources allow.
- New multimodal project budgets that include a grant-funded planning effort for the Yolo Active Transportation Corridors Project.
- Continuing advisory, legal and technical support services to support implementation of a first-in-the-region express lane, paired with transit and transportation equity investments on the Yolo 80 corridor, in partnership with CalTrans.
- Addition of one FTE to our planning team, as well as \$550K in professional services to address the backlog of planning efforts, including a Short Range Transit Plan, 10-year Capital Improvement Plan and Zero-emission Fleet Conversion Plan.

### A. State Transit Assistance and Local Transportation Fund (STA/LTF) Funding

The overall amount of Transportation Development Act State Transit Assistance (STA) and Local Transportation Fund (LTF) funding available to Yolo County in FY 2022-23 is \$17.6 million, which is 18.3% greater than for FY 2021-22.

The budget assumes \$8.6 million in STA/LTF funding, an increase of 21.2% over FY 2021-22, leaving \$9.0 million of LTF funds to be retained by jurisdictions for other uses (15.7% increase, as shown in Table 1.1c of the attached budget. This increase in YCTD revenues was a key factor in eliminating the unsustainable use of \$2.6 million in one-time carryforward fund balance that supported YCTD's FY 2021-22 budget (along with the proposed programming of \$1.2 million in Coronavirus stimulus funds (CARES Act and CRRSAA).

The contribution amount for each member jurisdiction was set so that YCTD and member jurisdictions would share equally in the LTF allocation growth, with the result that the amount retained by the jurisdiction would grow by the same percentage as the growth in their LTF allocation.

### B. Proposed Changes from the May 9 Draft Budget

Based on feedback received so far, the attached budget includes the following adjustments from the draft budget discussed at the May 9 Board Meeting:

1. **Increase Woodland Intracity Routes (211/212) to 12 months service from six months included in the May 9, 2022 Draft:** This would increase the budget by \$273K, funded with Woodland Federal 5307 Formula Funds and CARES Act funds.

The May 9 draft budget mistakenly included just six months of service for Woodland Intracity Routes 211 and 212, implying that a decision had been made to terminate that service upon launch of Woodland microtransit service anticipated for January 2023. In fact, no such decision has been made. The attached revised draft allows for twelve months of Route 211/212 service. This increases the budget by \$273K, which is funded through the drawdown of additional \$228K in federal FTA 5307 formula funds and \$73K in federal CARES Act funds.

2. **Increase 42A/42B route hours assumptions** to correct an error in the draft budget that mistakenly omitted some costs associated with this route. Fixing this omission added \$639K to the fixed route budget.

These additional costs are assumed to be covered by a combination of federal CARES Act funds.

3. **\$7K addition to Administration budget** reflecting updated insurance premium estimates and other minor adjustments.
4. **Addition of Capital Project FR-8 Woodland East Main St. Bus Stop Improvements**, with \$378K of carryforward budget authority, funded with federal 5307 funds. This is expected to be completed in FY 2022-23 and was inadvertently omitted from the May 9 draft budget.

### C. Long-Term Financial Planning for YCTD

The YCTD Board and some member jurisdictions have raised concerns about the long-term sustainability of YCTD operations, particularly in the wake of the pandemic and association disruptions in ridership. Both the FY 21-22 and FY 22-23 budgets rely on one-time funds to balance the budget. These include COVID recovery funds from the federal government and YCTD's own carryforward fund balance.

A full accounting of YCTD's long-term financial position must account for the District's capital improvement needs, including transit center and stop improvements and the ARB-mandated transition to a zero emission fleet. YCTD does not have a recent Capital Improvement Plan (CIP) that identifies and prioritizes capital improvements, associated costs, and funding sources. Preparation of a CIP for Board adoption is a key next step for the District, and the FY 22-23 budget includes funding for staff and consulting support to prepare the plan.

Additionally, as YCTD moves to replace fixed-route service with on-demand services like microtransit, the full costs of this transition remain uncertain. The planning and subsequent launch of microtransit in Woodland in YCTD, now slated for January 2023, will provide an important data point to inform future financial planning for transit.

Taken together, the Capital Improvement Plan and Woodland microtransit plan, in combination with YoloGo, our recently-completed Comprehensive Operational Analysis (COA), will provide a more complete picture of the District's true costs of transit service going forward.

Additionally, District moves toward embracing its multimodal mandate as a Congestion Management Agency and Transportation Authority, new costs as well as new sources of revenue will change its financial picture. The FY 22-23 budget includes, for the first time, a Multimodal program budget of \$1,000,000, largely funded by a federal RAISE grant to fund intercity active transportation corridors. As well, it includes investments to help shape the Yolo 80 managed lanes project. Our involvement in this project opens up additional funding opportunities to reinvest in our broader mobility goals.

Staff are proposing a two-pronged approach to develop a more complete picture of YCTD's long-term financial picture:

1. **For transit service:** Upon completion of a Capital Improvement Plan and rollout of the Woodland microtransit service, prepare a five year financial forecast for transit service, including projected costs, revenues and shortfalls. Identify options for increasing revenues or decreasing costs to close gaps.
2. **For broader mobility:** Engage the Board, advisory committees and stakeholders in a strategic planning process to articulate a set of long-term goals for the District's broader multimodal mandate, and a strategic plan to achieve those goals. The plan will then form the basis for future workplans and budgets.

Staff will include both of these activities in our workplan for the new fiscal year.



# *Draft Budget*

FISCAL YEAR 2022-23

UPDATED FRIDAY, MAY 27, 2022

This page deliberately left blank

## TABLE OF CONTENTS (forthcoming)



On behalf of the entire YCTD team, I am pleased to share with you the enclosed Yolo County Transportation District (YCTD) Preliminary Budget for the 2022-2023 fiscal year for your review and consideration.

The financial position of YCTD is stable. Like most transit operators, our costs have increased for labor and fuel, even while ridership remains below pre-pandemic levels. The good news is that, on the revenue side, both state (Transportation Development Act, or TDA) and federal formula funding sources have increased. In addition, YCTD has a carryforward balance that includes a mix of unrestricted and restricted funds, and we remain eligible for one-time COVID recovery funds.

Some key highlights from this year's budget include:

- The long-awaited expansion of the Route 42 A/B to 30-minute headways during peak hours
- Launch of the new Woodland microtransit service in January 2022
- Continued restoration of previously-suspended express services as demand warrants and driver resources allow
- New multimodal program budget that includes a robust, grant-funded planning effort for the Yolo Active Transportation Corridors (YATC) project
- Continuing advisory, legal and technical services to support implementation of a first-in-the-region express lane paired with transit and transportation equity investments on the Yolo 80 corridor, in partnership with Caltrans.
- Addition of one FTE to our planning team, as well as \$500,000 in professional services to address the backlog of long-overdue planning efforts including a Short Range Transit Plan, 10-year Capital Improvement Plan and Zero-Emission Fleet Conversion Plan.

Over the next year, YCTD will work with our member agencies to take a comprehensive look at our capital improvement needs for transit and the long-term sustainability of our transit operations as one-time recovery funds wane in coming years.

We'll also work to articulate a broader, long-term vision for the District as we transition to a multimodal transportation planning agency that serves as convener, catalyst and implementer on a range of mobility programs for Yolo County.

A handwritten signature in black ink, reading "Autumn Bernstein". The signature is fluid and cursive, with the first name "Autumn" and last name "Bernstein" clearly distinguishable.

**Autumn Bernstein**

*Executive Director, Yolo County Transportation District*

## Budget Overview

The Yolo County Transportation District (YCTD) provides fixed route, microtransit and paratransit services within Yolo County and between Yolo County and the City of Sacramento. The YCTD is also responsible for multimodal transportation planning within Yolo County. The YCTD Budget for Fiscal Year 2022-23 (beginning July 1, 2022 and ending June 30, 2023), consists of the following:

### FY 2022-23 YCTD Budget Overview Table

Program	FY 2022-23		
	FY 2022-23 Operating Budget	Capital & Planning Projects	Total FY 2022-23
Administration	\$3,232,000	\$0	<b>\$3,232,000</b>
Fixed Route	\$11,828,000	\$3,938,200	<b>\$15,766,200</b>
Microtransit	\$878,000	\$560,000	<b>\$1,438,000</b>
Paratransit	\$1,923,000	\$0	<b>\$1,923,000</b>
Multi-Modal	\$0	\$1,000,000	<b>\$1,000,000</b>
<b>Total</b>	<b>\$17,861,000</b>	<b>\$5,498,200</b>	<b>\$23,359,200</b>
<b>FY 2021-22 Budget</b>	<b>\$16,519,000</b>	<b>\$5,276,000</b>	<b>\$21,795,000</b>
<b>Change</b>	<b>\$1,342,000</b>	<b>\$222,200</b>	<b>\$1,564,200</b>
<b>Percent Change</b>	<b>8%</b>	<b>4%</b>	<b>7%</b>

## Section 1: Annual Operating Budget

### 1.1 Administration Operating Budget

Table 1.1a shows the proposed \$3.2 million FY 2022-23 Administration budget, which includes labor costs, other central administrative expenses, and the costs and revenues associated with selling fuel to outside users at our CNG and biofuel refueling station.

The proposed Administration budget represents a reduction of \$1.0 million compared to the FY 2021-22 budget, primarily due to:

- a. The reclassification of \$0.7 million in liability and vehicle damage insurance and \$0.3 million in technology costs out of the administration budget and into the program budgets (fixed route, paratransit and microtransit), and
- b. The reclassification of vehicle maintenance costs out of the administration budget and into program budgets (\$256 thousand was included in Administration in the FY 2021-22 budget).
- c. The net increase in salary and benefit costs of \$261 thousand is offset by shifts in program-specific technology, marketing, facility maintenance and other operating expenses costs out of the Administration budget and into program budgets.
- d. The salary budget includes one additional proposed position and allows for a Cost of Living Adjustment (COLA) of 3.98%, following the formula provided in the YCTD Personnel Policy. The proposed authorized positions and adjusted salary ranges are shown in Table 1.1b. The new Assistant Planner position would be funded by Transdev contract savings achieved by bringing the transportation contract compliance quality control function in-house. The staffing plan also envisions shifting duties out of the vacant Procurement and Grants Specialist position proposed in the FY 2021-22 budget into a new Senior Transportation Planner position, with additional support from existing Finance staff. The proposal also elevates one Finance position from a Finance Associate to a Senior Finance and HR Associate to reflect higher level duties carried out by both finance positions.
- e. The benefits budget assumes savings of \$75 thousand on retiree health benefits, thanks to investment earnings on YCTD's retiree health benefit trust fund which allow those benefits to be paid from the trust fund for the foreseeable future. This budget proposes applying those savings to the unfunded pension liability (estimated at \$1.3 million as of June 30, 2021) to allow for that liability to be paid off in ten years, instead of the previous twenty-five year amortization schedule. The budget resolution accompanying this budget document also



contains language that would allow YCTD to pay off additional amounts of the unfunded pension liability, up to the full remaining amount, from any available savings realized during FY 21-22. Paying off this unfunded liability sooner than expected will result in net financial savings for YCTD due to interest rates associated with that unfunded liability.

- f. Other minor adjustments in the Administration budget include the inclusion of \$4,400 in the Directors budget for expenses related to attending capital corridor meetings and one attendee at the annual cap-to-cap conference.

The revenues supporting the Administration budget consist primarily of:

- a. \$1.4 million in State Transit Assistance and Local Transportation Fund (STA/LTF) support from YCTD member jurisdictions, reduced from \$1.7 million in FY 2021-22. Table 1.1c summarizes the full allocation of these funds. The reduction is due to a shift in allocating this support from the Administration budget to the Fixed Route budget, reflecting the shift of program-specific expenditures from Administration to Fixed Route, and swapping in the flexible Yocha Dehe Wintun Nation/Cache Creek Casino Mitigation funds from Fixed Route to the Administration Budget.
- b. \$1.4 million in Yocha Dehe Wintun Nation/Cache Creek Casino Mitigation Funds, up from \$0.7 million in FY 2021-22. The full budgeted contribution in FY 2021-22 budget was \$1.2 million.
- c. Other general revenues that YCTD can use to support its general operations, including low carbon/renewable energy credits, outside fuel sale royalties, advertising revenue, and interest revenue.
- d. Per agreement with the Yolo Transportation Management Association (TMA), the \$30 thousand designated to support YCTD staff time in prior years will be redirected in FY 2022-23 to directly support TMA programs.

**Table 1.1a. Annual Operating Budget - Administration**

<b>Administration Operating Revenues</b>	<b>Approved FY 21-22</b>	<b>Preliminary FY 22-23</b>	<b>Change</b>
STA/LTF	\$1,673,732	\$1,369,000	(\$304,732)
Cache Creek Mitigation	\$711,312	\$1,443,000	\$731,688
Low Carbon/Renewable Energy Credits	\$150,000	\$200,000	\$50,000
Outside Fuel Sales	\$89,909	\$120,000	\$30,091
Advertising Revenue	\$36,000	\$50,000	\$14,000
Interest Revenue	\$50,000	\$50,000	\$0
Yolo TMA Revenue	\$30,000	\$0	(\$30,000)
Carryforward Local Operating Assistance	\$1,451,803	\$0	(\$1,451,803)
<b>Total Administration Operating Revenues</b>	<b>\$4,192,756</b>	<b>\$3,232,000</b>	<b>(\$960,756)</b>

<b>Administration Operating Expenses</b>	<b>Approved FY 21-22</b>	<b>Preliminary FY 22-23</b>	<b>Change</b>
Regular Employees	\$1,307,301	\$1,578,000	\$270,699
Interns	\$50,000	\$54,000	\$4,000
Overtime	\$5,000	\$5,000	\$0
<b>Subtotal Salaries</b>	<b>\$1,362,301</b>	<b>\$1,637,000</b>	<b>\$274,699</b>
PERS Employer Contribution	\$127,379	\$143,000	\$15,621
PERS UAL Payment	\$124,558	\$210,000	\$85,442
Health Insurance Employer Contribution	\$216,625	\$216,000	(\$625)
Retiree Health Insurance	\$75,394	\$0	(\$75,394)
Medicare Contribution	\$19,623	\$24,000	\$4,377
Other Employee Benefits	\$63,312	\$20,000	(\$43,312)
<b>Subtotal Benefits</b>	<b>\$626,891</b>	<b>\$613,000</b>	<b>(\$13,891)</b>
<b>Subtotal Salary &amp; Benefits</b>	<b>\$1,989,192</b>	<b>\$2,250,000</b>	<b>\$260,808</b>
Technology	\$384,009	\$97,000	(\$287,009)
Marketing & Communications	\$199,070	\$156,000	(\$43,070)
Other Operating Expenses	\$162,035	\$129,000	(\$33,035)
Legal Services	\$40,000	\$85,000	\$45,000
Cost of Fuel Sold to Outside Users	\$54,000	\$72,000	\$18,000
Employee Training	\$59,685	\$57,000	(\$2,685)
Utilities	\$52,370	\$51,000	(\$1,370)
Memberships	\$30,677	\$31,000	\$323
Unitrans Pass-Thru for Uninc Area Service	\$24,000	\$24,000	\$0
Facilities Maintenance	\$84,700	\$18,000	(\$66,700)
Directors Stipends and Expenses	\$7,600	\$12,000	\$4,400
Insurance	\$699,419	\$0	(\$699,419)
Vehicle Maintenance	\$256,000	\$0	(\$256,000)
Contingencies	\$150,000	\$250,000	\$100,000
<b>Total Administrative Operating Expenses</b>	<b>\$4,192,757</b>	<b>\$3,232,000</b>	<b>(\$960,757)</b>

**Table 1.1b. Proposed Authorized FTE and Classification Ranges, Effective July 1, 2022**

The proposed new salary ranges incorporate a 3.98% Cost of Living Adjustment, calculated per Chapter 8 of the Yolo County Transportation District Personnel Policy, as approved December 2021. This is equal to the change in the California All Urban Consumers Consumer Price Index (CPI) from April 2020 (283.006) and April 2021 (294.274).

Classification Title	FTE		Annual Salary Range, February 2022		Proposed Annual Salary Range effective July 1, 2022	
	21-22	22-23	Low	High	Low	High
Deputy Director Operations	1	1	\$135,890	\$164,300	\$141,298	\$170,839
Deputy Director, Finance & HR	1	1	\$132,174	\$162,491	\$137,435	\$168,958
IT Specialist	1	1	\$97,951	\$123,295	\$101,849	\$128,202
IT Systems Support Tech	1	1	\$53,875	\$66,595	\$56,019	\$69,245
Senior Project Manager	1	0	\$96,474	\$119,519	\$100,314	\$124,276
Senior Transportation Planner	1	3	\$96,473	\$124,519	\$100,313	\$129,475
Assistant Transportation Planner	1	2	\$65,741	\$81,768	\$68,357	\$85,022
Communications/Marketing Specialist	1	1	\$80,086	\$95,370	\$83,273	\$99,166
Executive Assistant/Clerk of the Board	1	1	\$71,623	\$93,212	\$74,474	\$96,922
Procurements and Grants Specialist	1	0	\$74,748	\$100,565	\$77,723	\$104,567
Senior Finance and HR Associate	1	2	\$61,380	\$77,569	\$63,823	\$80,656
Finance Associate	1	0	\$51,112	\$62,377	\$53,146	\$64,860
<b>Total Authorized FTE</b>	<b>12</b>	<b>13</b>				

**Table 1.1c. FY 2022-23 YCTD Jurisdictions STA and LTF Allocations**

	Davis			Woodland		
	Final FY 2021-22	Prelim FY 2022-23	Change	Final FY 2021-22	Prelim FY 2022-23	Change
STA Estimate by Jurisdiction	\$620,254	\$805,612	29.9%	\$419,369	\$561,365	33.9%
LTF Estimate by Jurisdiction	\$4,118,366	\$4,761,442	15.6%	\$3,615,885	\$4,347,051	20.2%
<b>Total STA/LTF by Jurisdiction</b>	<b>\$4,738,620</b>	<b>\$5,567,054</b>	<b>17.5%</b>	<b>\$4,035,254</b>	<b>\$4,908,416</b>	<b>21.6%</b>
<b>STA/ LTF to YCTD</b>						
YCTD Admin	\$582,438	\$515,000	-11.6%	\$521,358	\$454,000	-12.9%
Fixed Route	\$1,420,842	\$1,864,000	31.2%	\$711,450	\$1,312,000	84.4%
Paratransit Service	\$340,075	\$419,000	23.2%	\$519,819	\$483,000	-7.1%
Microtransit Service	\$0	\$0		\$243,823	\$208,000	-14.7%
<b>Total YCTD</b>	<b>\$2,343,355</b>	<b>\$2,798,000</b>	<b>19.4%</b>	<b>\$1,996,450</b>	<b>\$2,457,000</b>	<b>23.1%</b>
<b>Balance Retained by Jurisdiction</b>	<b>\$2,395,265</b>	<b>\$2,769,054</b>	<b>15.6%</b>	<b>\$2,038,804</b>	<b>\$2,451,416</b>	<b>20.2%</b>

	West Sacramento			Winters		
	Final FY 2021-22	Prelim FY 2022-23	Change	Final FY 2021-22	Prelim FY 2022-23	Change
STA Estimate by Jurisdiction	\$375,086	\$495,904	32.2%	\$50,255	\$65,443	30.2%
LTF Estimate by Jurisdiction	\$3,234,069	\$3,840,137	18.7%	\$433,309	\$506,771	17.0%
<b>Total STA/LTF by Jurisdiction</b>	<b>\$3,609,155</b>	<b>\$4,336,041</b>	<b>20.1%</b>	<b>\$483,564</b>	<b>\$572,214</b>	<b>18.3%</b>
<b>STA/ LTF to YCTD</b>						
YCTD Admin	\$569,936	\$401,000	-29.6%	\$0	\$0	
Fixed Route	\$1,628,731	\$2,314,000	42.1%	\$0	\$0	
Paratransit Service	\$285,229	\$285,000	-0.1%	\$0	\$29,000	
Microtransit Service	\$0	\$0		\$127,810	\$127,000	
<b>Total YCTD</b>	<b>\$2,483,896</b>	<b>\$3,000,000</b>	<b>20.8%</b>	<b>\$127,810</b>	<b>\$156,000</b>	<b>22.1%</b>
<b>Balance retained by Jurisdiction</b>	<b>\$1,125,259</b>	<b>\$1,336,041</b>	<b>18.7%</b>	<b>\$355,754</b>	<b>\$416,214</b>	<b>17.0%</b>

	Yolo County			Total		
	Final FY 2021-22	Prelim FY 2022-23	Change	Final FY 2021-22	Prelim FY 2022-23	Change
STA Estimate by Jurisdiction	\$208,317	\$252,859	21.4%	\$1,673,281	\$2,181,183	30.4%
LTF Estimate by Jurisdiction	\$1,796,156	\$1,958,067	9.0%	\$13,197,785	\$15,413,468	16.8%
<b>Total STA/LTF by Jurisdiction</b>	<b>\$2,004,473</b>	<b>\$2,210,926</b>	<b>10.3%</b>	<b>\$14,871,066</b>	<b>\$17,594,651</b>	<b>18.3%</b>
<b>STA/ LTF to YCTD</b>						
YCTD Admin	\$0	\$0		\$1,673,732	\$1,370,000	-18.1%
Fixed Route	\$0	\$0		\$3,761,023	\$5,490,000	46.0%
Paratransit Service	\$0	\$25,000		\$1,145,123	\$1,241,000	8.4%
Microtransit Service	\$113,111	\$124,000		\$484,744	\$459,000	-5.3%
<b>Total YCTD</b>	<b>\$113,111</b>	<b>\$149,000</b>	<b>31.7%</b>	<b>\$7,064,622</b>	<b>\$8,560,000</b>	<b>21.2%</b>
<b>Balance retained by Jurisdiction</b>	<b>\$1,891,362</b>	<b>\$2,061,926</b>	<b>9.0%</b>	<b>\$7,806,444</b>	<b>\$9,034,651</b>	<b>15.7%</b>

**State Transit Assistance (STA)** funds are derived from a Statewide tax on diesel fuel. The State Controller's Office allocates the tax revenue by formula. STA funding can only be used for transportation planning and mass transportation

**Local Transportation Fund (LTF)** allocations are derived from a ¼ cent of the general sales tax collected statewide and is intended to "improve existing public transportation services and encourage regional transportation coordination."

FY 2022-23 YCTD Admin is allocated between larger jurisdictions based on their % to total STA/LTF. Paratransit is allocated based on historical % to total boardings by jurisdiction. Microtransit is allocated based on estimated budget need for each project. Total allocation is capped to allow amount retained by jurisdictions to grow by their LTF percentage growth.

## 1.2 Fixed Route Annual Operating Budget and Service Levels

Table 1.2a shows the proposed \$11.8 million FY 2022-23 Fixed Route operating budget. The proposed service levels are provided in Table 1.2b. The proposed Fixed Route budget represents an increase of \$2.2 million above FY 2021-22, primarily due to:

- a. Increase of \$1.0 million (13%) in contracted transportation costs, based on the proposed service levels shown in Table 1.2b, and taking into account driver wage increases approved in November 2021 and per-mile and per-hour annual escalators provided in the transportation contract with Transdev.
- b. Service level assumptions allow for continuing operations of the Woodland fixed routes through the entire fiscal year, even as Woodland microtransit services are assumed to launch in January 2023.
- c. \$400 thousand for contingencies is included to account for uncertainty related to the Route 42A/B expansion, whose timetables are still being finalized, and for any other unanticipated expenditures.
- d. \$0.8 million shift of allocable insurance costs into the Fixed Route program budget from the Administration budget.
- e. \$0.2 million reduction in the fuel budget, primarily due to the recharacterization of electricity costs associated with the operation of the CNG refueling station out of the fuel category and into Utilities, along with a fresh projection of fuel costs based on recent actuals and allowing a contingency for future fuel price rises of up to 25%.
- f. \$0.1 million reduction in budget for charging of Causeway Connection electric buses, based on current experience that has found significant savings from taking advantage of time-of-day pricing for electricity.

The revenues supporting the Fixed Route budget are comprised of:

- a. \$5.5 million in STA/LTF from member jurisdictions, as shown in Table 1.1c.
- b. \$1.0 million in passenger fares.
- c. \$1.7 million in Federal Transit Administration (FTA) 5307 Urbanized Area Formula Funds allocated to the Sacramento, Woodland and Davis Areas.
- d. \$1.6 million in FTA 5307 CARES Act funding. Together with other programming, this has allowed the Fixed Route budget to be balanced without the use of carryforward fund balance (compared to \$0.8 million used to balance the Fiscal Year 2021-22 Fixed Route budget).
- e. \$0.4 million in State Low Carbon Transportation Operating Program (LCTOP) Fiscal Year 2022-23 funding to be used to provide fare subsidies.
- f. \$0.4 million in FTA 5307 Congestion Mitigation and Air Quality (CMAQ) funding to support Route 42 expansion.
- g. \$0.3 million in prior year LCTOP funding to serve as a nonfederal match to the FTA 5307 CMAQ funds.

- h. \$0.2 million in FTA 5307 funds from Sacramento Regional Transit (SacRT) and \$0.2 million from UC Davis to support the Causeway Connection Route 138.
- i. \$0.2 million in FTA 5311 Rural Formula Funds and \$0.1 million in FTA 5311 Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) funds to support operating costs serving rural areas.
- j. \$0.2 million in State Transit Assistance (STA) State of Good Repair (SGR) funds to support vehicle maintenance.

Note that Cache Creek mitigation funds that supported the FY 2021-22 Fixed Route budget have been recharacterized for FY 2022-23 as supporting the Administration budget.

**Table 1.2a. Annual Operating Budget - Fixed Route**

<b>Fixed Route Operating Revenues</b>	<b>Approved FY 21-22</b>	<b>Preliminary FY 22-23</b>	<b>Change</b>
STA/LTF	\$3,761,023	\$5,490,000	\$1,728,977
Passenger Fares	\$872,047	\$971,000	\$98,953
FTA 5307 Sacramento Area Formula Funds	\$968,000	\$955,000	(\$13,000)
FTA 5307 Woodland Area Formula Funds	\$790,400	\$581,000	(\$209,400)
FTA 5307 Davis Area Formula Funds	\$150,000	\$150,000	\$0
FTA 5307 CARES	\$0	\$1,633,000	\$1,633,000
Low Carbon Transportation Operating Program	\$260,189	\$439,000	\$178,811
FTA 5307/CMAQ for Route 42 Expansion	\$404,667	\$405,000	\$333
LCTOP - Funds from Prior Years	\$0	\$260,000	\$260,000
FTA/SacRT 5307 Causeway Connection	\$396,776	\$223,000	(\$173,776)
UC Davis Funds for Causeway Connection	\$396,776	\$223,000	(\$173,776)
FTA/Caltrans 5311 Rural Formula Funds	\$154,009	\$200,000	\$45,991
STA-SGR State of Good Repair Funds	\$215,058	\$195,000	(\$20,058)
FTA/Caltrans 5311 CRRSAA	\$0	\$103,000	\$103,000
Cache Creek Mitigation	\$531,412	\$0	(\$531,412)
Carryforward Fund Balance	\$754,125	\$0	(\$754,125)
<b>Total Fixed Route Operating Revenues</b>	<b>\$9,654,482</b>	<b>\$11,828,000</b>	<b>\$2,173,518</b>

<b>Fixed Route Operating Expenses</b>	<b>Approved FY 21-22</b>	<b>Preliminary FY 22-23</b>	<b>Change</b>
Contracted Transportation	\$7,779,591	\$8,799,000	\$1,019,409
Fuel	\$1,144,211	\$964,000	(\$180,211)
Electric Vehicle Charging/Fuel	\$162,677	\$41,000	(\$121,677)
Insurance	\$0	\$857,000	\$857,000
Technology	\$174,696	\$289,000	\$114,304
Vehicle Maintenance	\$215,058	\$195,000	(\$20,058)
Utilities	\$0	\$189,000	\$189,000
Facilities Maintenance	\$133,899	\$50,000	(\$83,899)
Marketing & Communications	\$44,350	\$44,000	(\$350)
Contingencies	\$0	\$400,000	\$400,000
<b>Total Fixed Route Operating Expenses</b>	<b>\$9,654,482</b>	<b>\$11,828,000</b>	<b>\$2,173,518</b>

### Fixed Route Bus Service Assumptions

Service level assumptions inform the anticipated costs of contracted transportation and other operating expenses included in the fixed route budget (i.e., insurance, fuel, etc.). Staff has considered and incorporated a number of service changes which account for the reduction in COVID-19 impacts and restrictions, variable fuel costs, demand from customers (pre-COVID and current), and service expansions and projects.

YCTD is planning for the partial resumption of Express services throughout member jurisdictions to address anticipated rider demand from commuters returning to employment centers in Sacramento. The postponed expansion of the Route 42A/42B has also been incorporated into the service plan for the year, as well as minor adjustments to some local services. The exact timing of these service changes will depend

on the availability of driver resources. The service plan also restores late trips on several local routes in West Sacramento. The budget also eliminates local serving routes in Woodland (211 and 212) to coincide with the launch of microtransit service.

Table 1.2b shows planned service levels by route:



**Table 1.2b. Fixed Route Service Hours and Miles**

Route	Community / Destinations	Total Bus Trips	Budgeted FY 2021-22		Proposed FY 2022-23	
			Hours	Miles	Hours	Miles
<b>42A</b> <b>42B</b>	Intercity Woodland, Davis, West Sacramento, Sacramento International Airport, Downtown Sacramento	31 loops M-F 28 loops Sat 28 loops Sun  *From schedules adopted <b>July 2021</b>	17,113 16,432	405,389 380,926	23,373 23,729	573,907 518,941
<b>37</b>	Southport Gateway West Sacramento Transit Center Downtown Sacramento	12 loops M-F	n/a	n/a	4,603	102,093
<b>40</b>	Northern West Sacramento Ikea Ct West Sacramento Transit Center Downtown Sacramento	14 loops M-F 11 Loops Sat 9 loops Sun	4,914	81,563	5,582	97,140
<b>41</b>	Northern West Sacramento Ikea Ct West Sacramento Transit Center Downtown Sacramento	12 loops M-F	3,837	72,800	4,140	79,140
<b>240</b>	Ikea Ct Reed Ave Harbor Blvd West Sacramento Transit Center Downtown Sacramento	12 loops M-F 12 loops Sat 10 loops Sun	4,779	80,883	5,309	102,248
<b>45</b>	West/Central Woodland Downtown Sacramento Express	3AM trips M-F 3 PM trips M-F	1,971	37,524	2,668	71,401
<b>211</b>	County Fair Mall, West Woodland Loop	11 loops M-F 11 loops SAT 11 loops SUN	4,323	54,748	4,026	51,100
<b>212</b>	County Fair Mal, East Woodland Loop	11 loops M-F 11 loops SAT 11 loops SUN	4,040	51,760	4,062	51,903
<b>215</b>	Woodland Madison Esparto Capay Cache Creek Casino Resort	12 westbound trips 7 days/wk 12 eastbound trips 7 days/wk	9,830	250,097	9,808	250,784
<b>43</b> <b>43R</b>	Davis, Downtown Sacramento Express  <b>Reverse Commute:</b> Downtown Sacramento, U.C. Davis Express	3AM loops M-F 3 PM loops M-F 1 AM loops M-F 1 PM loops M-F	2,177	38,758	3,016	80,755
<b>44</b>	South Davis Downtown Sacramento Express	2 AM loops M-F 2 PM loops M-F	n/a	n/a	2,156	38,446
<b>230</b>	West Davis, Downtown Sacramento Express	3 AM loops M-F 3 PM loops M-F	1,799	28,321	2,957	78,267
<b>Causeway Connection</b>	Service between UCD Med Ctr and UCD Main campus, with limited stops between	14 trips per weekday. run by Yolobus M-F	3,950	107,927	3,950	107,927
	<b>Total</b>	<b>150 Weekday Bus Trips 85 Saturday Bus Trips 81 Sun/Hol Bus Trips</b>	<b>75,165</b>	<b>1,551,938</b>	<b>99,377</b>	<b>2,204,051</b>

### **1.3. Microtransit Annual Operating Budget**

Table 1.3 shows the \$0.9 million Microtransit annual operating budget, which covers ongoing demand-responsive microtransit service in Knights Landing and Winters, and a new Woodland service expected to launch by January 2023.

The proposed budget is \$0.14 million more than the FY 2021-22 budget, due to updated cost projections and the inclusion of a new technology platform to support the Microtransit program. The reduction in Woodland contracted transportation costs is due to a change in the anticipated fixed costs associated with this program. The budget includes \$50 thousand for contingencies to allow for higher demand or fuel prices than anticipated, or other unanticipated expenses.

Revenue Sources include:

- a. \$0.5 million in STA/LTF from Woodland, Winters and Yolo County, as shown in Table 1.1c.
- b. \$0.2 million in FTA 5307 Urban Area Formula Funds supporting the Woodland operations.
- c. \$0.2 million in FTA 5311 Rural CRRSAA funds supporting the Knights Landing and Winters operations.
- d. \$20 thousand in STA-SGR Funds to support vehicle maintenance.
- e. \$7 thousand in passenger fares.

**Table 1.3. Annual Operating Budget - Microtransit**

<b>Microtransit Operating Revenues</b>	<b>Approved FY 21-22</b>	<b>Preliminary FY 22-23</b>	<b>Change</b>
STA/LTF	\$484,744	\$459,000	(\$25,744)
FTA 5307 Woodland Area Formula Funds	\$243,823	\$219,000	(\$24,823)
FTA/Caltrans 5311 CRRSAA	\$0	\$173,000	\$173,000
STA-SGR State of Good Repair Funds	\$0	\$20,000	\$20,000
Passenger Fares	\$7,162	\$7,000	(\$162)
<b>Total Microtransit Operating Revenues</b>	<b>\$735,729</b>	<b>\$878,000</b>	<b>\$142,271</b>

<b>Microtransit Operating Expenses</b>	<b>Approved FY 21-22</b>	<b>Preliminary FY 22-23</b>	<b>Change</b>
Contracted Transportation - Woodland	\$387,795	\$208,000	(\$179,795)
Contracted Transportation - Winters	\$102,959	\$126,000	\$23,041
Contracted Transportation - Knights Landing	\$93,993	\$115,000	\$21,007
Technology	\$0	\$196,000	\$196,000
Insurance	\$58,905	\$82,000	\$23,095
Fuel	\$92,077	\$81,000	(\$11,077)
Vehicle Maintenance	\$0	\$20,000	\$20,000
Contingencies	\$0	\$50,000	\$50,000
<b>Total Microtransit Operating Expenses</b>	<b>\$735,729</b>	<b>\$878,000</b>	<b>\$142,271</b>

#### 1.4. Paratransit Annual Operating Budget

Table 1.4 shows the \$1.9 million Paratransit operating budget, which covers demand-responsive paratransit services for individuals with disabilities that prevent them from being able to use YCTD's fixed route service. The proposed budget remains close to FY 2021-22 levels, primarily due to reduced contracted transportation and fuel cost projections compared to those used in the FY 2021-22 budget, which offset increases in insurance and technology support costs. The budget includes \$100 thousand for contingencies to allow for higher demand or fuel prices than anticipated, or other unanticipated expenses.

Revenue Sources include:

- \$1.2 million in STA/LTF, as shown in Table 1.1c.
- \$0.5 million in FTA 5307 Woodland Urbanized Area Formula Funds.
- \$60 thousand in STA-SGR funds to support vehicle maintenance.
- \$48 thousand in fares paid for by social service organizations and \$35,000 in passenger-paid fares.
- \$23 thousand in Cache Creek mitigation funds to reimburse for paratransit trips serving nearby areas.

**Table 1.4. Annual Operating Budget - Paratransit**

<b>Paratransit Operating Revenues</b>	<b>Approved FY 21-22</b>	<b>Preliminary FY 22-23</b>	<b>Change</b>
STA/LTF	\$1,145,123	\$1,241,000	\$95,877
FTA 5307 Woodland Area Formula Funds	\$235,096	\$516,000	\$280,904
STA-SGR State of Good Repair Funds	\$0	\$60,000	\$60,000
Organization-Paid Fares	\$13,430	\$48,000	\$34,570
Passenger Fares	\$50,383	\$35,000	(\$15,383)
Cache Creek Mitigation	\$59,754	\$23,000	(\$36,754)
Carryforward Fund Balance	\$432,527	\$0	(\$432,527)
<b>Total Paratransit Operating Revenues</b>	<b>\$1,936,313</b>	<b>\$1,923,000</b>	<b>(\$13,313)</b>

<b>Paratransit Operating Expenses</b>	<b>Approved FY 21-22</b>	<b>Preliminary FY 22-23</b>	<b>Change</b>
Contracted Transportation	\$1,603,208	\$1,440,000	(\$163,208)
Fuel	\$187,533	\$147,000	(\$40,533)
Insurance	\$125,571	\$126,000	\$429
Vehicle Maintenance	\$0	\$60,000	\$60,000
Technology	\$0	\$50,000	\$50,000
Contingencies	\$20,000	\$100,000	\$80,000
<b>Total Paratransit Operating Expenses</b>	<b>\$1,936,312</b>	<b>\$1,923,000</b>	<b>(\$13,312)</b>

## General Reserve

In February 2022, the YCTD Board of Directors adopted a General Reserve policy establishing a target of that 25% of budgeted operating budget expenses should be set aside to provide for continuity of service-critical operations during times of unexpected revenue shortfalls or emergency expenditures. As shown in Table 1.5, the General Reserve currently holds \$4.130 million. The proposed combined FY 2022-23 operating budget of \$17.243 million would require a further deposit of \$181 thousand to the General Reserve from available fund balances to maintain the 25% target level at \$4.311 million.

**Table 1.5. General Reserve Deposit Calculation**

	Approved FY 21-22	Preliminary FY 22-23	Change
<b>Total Operating Expenses</b>	<b>\$16,519,280</b>	<b>\$17,861,000</b>	<b>\$1,341,720</b>
<b>General Reserve (25% Operating Budget):</b>	<b>\$4,130,000</b>	<b>\$4,465,000</b>	<b>\$335,000</b>

## Section 2. Multiyear Capital and Planning Projects

### 2.1. Previously Programmed and New Capital and Planning Projects

Table 2.1 displays \$5.5 million in multiyear capital and planning projects, including those with funding approved in prior years, and new funding proposed in this budget. The table shows \$4.74 million in grant funds that have been identified as available for or programmed for these projects, with the remaining \$0.82 million anticipated to be covered by use of YCTD's directly allocated State Transit Assistance funds or available fund balance.

YCTD currently lacks a Board-approved 10-year capital improvement plan, and YCTD intend to develop this plan and bring it to the Board for approval in FY 22-23. Until that plan is developed and approved, this budget proposes moving forward with only those capital projects which are time-sensitive, such as those that pose an urgent safety risk or where funds are set to expire.

Additionally, YCTD has not yet prepared a zero-emission vehicle (ZEV) fleet conversion plan, which is mandated by the California Air Resources Board and due no later than July 2023. This plan should be completed prior to purchasing any new YCTD vehicles. The only exception is for the purchase of new smaller cutaway vehicles that are needed to launch microtransit service in Woodland, because YCTD does not currently have sufficient vehicles for this service.

After completion of the 10-year capital improvement plan and ZEV fleet conversion plan, YCTD may bring forward proposals to amend the capital budget to take advantage of new funding opportunities.

Table 2.1. YCTD Capital and Planning Project Budgets			
Fixed Route Projects	Prior Year Appropriations	Proposed FY 22-23 Appropriation	Total Project Budget
<b>FR-1. Electric Buses (1 @ \$1.1M)</b>			
<b>Expenditure Budget</b>	<b>\$1,100,000</b>	<b>\$0</b>	<b>\$1,100,000</b>
<b>Revenue Sources</b>			
Woodland UZA FTA 5307 (80%)	\$880,000	\$0	<b>\$880,000</b>
LCTOP	\$220,000	\$0	<b>\$220,000</b>
<b>Total FR-1 Revenue</b>	<b>\$1,100,000</b>	<b>\$0</b>	<b>\$1,100,000</b>
<b>FR-2. Re-Tanking 9 CNG Buses</b>			
<b>Expenditure Budget</b>	<b>\$675,000</b>	<b>\$0</b>	<b>\$675,000</b>
<b>Revenue Sources</b>			
Sacramento UZA 5307 CMAQ	\$597,578	\$0	<b>\$597,578</b>
Available Fund Balance/STA	\$77,423	\$0	<b>\$77,423</b>
<b>Total FR-2 Revenue</b>	<b>\$675,000</b>	<b>\$0</b>	<b>\$675,000</b>
<b>FR-3. Fixed Route Planning Efforts to be completed in FY 2022-23</b>			
<b>Expenditure Budget</b>			
Professional Svcs - Zero Emission Fleet		\$200,000	<b>\$200,000</b>
Professional Svcs - Short Range Transit Plan		\$200,000	<b>\$200,000</b>
Professional Svcs - 10 Year Capital Plan	\$0	\$100,000	<b>\$100,000</b>
<b>Total FR-3 Expenditure</b>	<b>\$0</b>	<b>\$500,000</b>	<b>\$500,000</b>
<b>Revenue Sources</b>			
Sacramento UZA 5307	\$0	\$127,600	<b>\$127,600</b>
Woodland UZA 5307	\$0	\$272,400	<b>\$272,400</b>
Available Fund Balance	\$0	\$100,000	<b>\$100,000</b>
<b>Total FR-3 Revenue</b>	<b>\$0</b>	<b>\$500,000</b>	<b>\$500,000</b>
<b>FR-4. General Transit Feed Specification (GTFS) Real-Time Enhancements</b>			
<b>Expenditure Budget</b>	<b>\$0</b>	<b>\$520,000</b>	<b>\$520,000</b>
<b>Revenue Sources</b>			
Sacramento UZA 5339	\$0	\$165,984	<b>\$165,984</b>
Woodland UZA 5307	\$0	\$250,016	<b>\$250,016</b>
Available Fund Balance/STA	\$0	\$104,000	<b>\$104,000</b>
<b>Total FR-4 Revenue</b>	<b>\$0</b>	<b>\$520,000</b>	<b>\$520,000</b>

<b>FR-5. Automatic Passenger Counters (APCs)</b>			
<b>Expenditure Budget</b>	<b>\$0</b>	<b>\$420,000</b>	<b>\$420,000</b>
<b>Revenue Sources</b>			
Sacramento UZA 5339	\$0	\$134,064	<b>\$134,064</b>
Woodland UZA 5307	\$0	\$201,936	<b>\$201,936</b>
Available Fund Balance/STA	\$0	\$84,000	<b>\$84,000</b>
<b>Total FR-5 Revenue</b>	<b>\$0</b>	<b>\$420,000</b>	<b>\$420,000</b>
<b>FR-6. CNG Fueling Dual Hose Dispenser Replacement</b>			
<b>Expenditure Budget</b>	<b>\$0</b>	<b>\$270,000</b>	<b>\$270,000</b>
<b>Revenue Sources</b>			
Woodland UZA 5307		\$216,000	<b>\$216,000</b>
Available Fund Balance/STA	\$0	\$54,000	<b>\$54,000</b>
<b>Total FR-6 Revenue</b>	<b>\$0</b>	<b>\$270,000</b>	<b>\$270,000</b>
<b>FR-7. New Shop Truck with Utility Bed, Air Compressor, Generator and Tommy Lift Gate (replacing 1997 GMC).</b>			
<b>Expenditure Budget</b>	<b>\$0</b>	<b>\$75,000</b>	<b>\$75,000</b>
<b>Revenue Sources</b>			
Available Fund Balance/STA	\$0	\$75,000	<b>\$75,000</b>
<b>Total FR-7 Revenue</b>	<b>\$0</b>	<b>\$75,000</b>	<b>\$75,000</b>
<b>FR-8 Woodland East Main St. Bus Stop Improvements</b>			
<b>Expenditure Budget</b>	<b>\$378,200</b>	<b>\$0</b>	<b>\$378,200</b>
<b>Revenue Sources</b>			
Woodland UZA 5307	\$378,200	\$0	<b>\$378,200</b>
<b>Total FR-8 Revenue</b>	<b>\$378,200</b>	<b>\$0</b>	<b>\$378,200</b>
<b>Subtotal Fixed Route Projects</b>	<b>\$2,153,200</b>	<b>\$1,785,000</b>	<b>\$3,938,200</b>
<b>Microtransit Projects</b>	<b>Prior Year Budget</b>	<b>FY 2022-23 Budget</b>	<b>Total Project Budget</b>
<b>MT-1. Microtransit Vehicle Fleet Expansion (4 vehicles) for Woodland Microtransit services</b>			
<b>Expenditure Budget</b>	<b>\$560,000</b>	<b>\$0</b>	<b>\$560,000</b>
<b>Revenue Sources</b>			
Woodland UZA 5307	\$448,000	\$0	<b>\$448,000</b>
Available Fund Balance/STA	\$112,000	\$0	<b>\$112,000</b>
<b>Total MT-1 Revenue</b>	<b>\$560,000</b>	<b>\$0</b>	<b>\$560,000</b>

<b>Multimodal Projects</b>	<b>Prior Year Budget</b>	<b>FY 2022-23 Budget</b>	<b>Total Project Budget</b>
<b>MM-1 Active Corridors Transportation Planning</b>			
<b>Expenditure Budget</b>	<b>\$0</b>	<b>\$850,000</b>	<b>\$850,000</b>
<b>Revenue Sources</b>			
Sustainability and Equity (RAISE) Grant	\$0	\$850,000	<b>\$850,000</b>
<b>Total MM-1 Revenue</b>	<b>\$0</b>	<b>\$850,000</b>	<b>\$850,000</b>
<b>MM-2. 80 Managed Lanes Advisory, Legal &amp; Technical Services</b>			
<b>Expenditure Budget</b>	<b>\$0</b>	<b>\$150,000</b>	<b>\$150,000</b>
<b>Revenue Sources</b>			
Available Fund Balance	\$0	\$150,000	<b>\$150,000</b>
<b>Total MM-2 Revenue</b>	<b>\$0</b>	<b>\$150,000</b>	<b>\$150,000</b>
<b>Subtotal Multitmodal Projects</b>	<b>\$0</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>
<b>Subtotal Grant Funds</b>	<b>\$2,523,778</b>	<b>\$2,218,000</b>	<b>\$4,741,778</b>
<b>Subtotal YCTD Fund Balance</b>	<b>\$189,423</b>	<b>\$567,000</b>	<b>\$756,423</b>
<b>Total Anticipated Project Expenditures</b>	<b>\$2,713,200</b>	<b>\$2,785,000</b>	<b>\$5,498,200</b>

## 2.2. Other Projects under Evaluation

The following prior-year projects are being rescoped and will be considered within the context of the upcoming 10-year capital planning effort:

- Bus Washer/Water Recycler Replacement.
- Bus Stop Safety and Security Improvements.
- Purchase of 3 CNG buses.
- Relocation of the Woodland Transit Center to a more central location
- Improvements to West Sacramento bus yard

Additional projects/studies under consideration include:

- Additional microtransit vehicles beyond the four already programmed for purchase.
- Express/commute bus study to assess YCTD's current express/commuter service in light of post-pandemic travel patterns and recommend service changes (proposed in Jan 2022 TIRCP application)
- Purchase/subscription of mobile phone travel data (aka 'big data') to better understand post-pandemic travel (proposed in Jan 2022 TIRCP application)
- Yolobus passenger survey to inform future service planning



- Replace outdated maintenance equipment including GEM cart, SEFAC lifts, Yard sweeper, and Pavement striping machine.
- Solar panel installations at YCTD facilities.
- Shop and yard maintenance including seal and striping the shop floor, repaving or resealing asphalt in the yard, and creating weed barriers and rock/gravel for west side fence line and PG&E enclosure.

### **Section 3. Available Prior Year Fund Balances and Grant Allocations**

The following prior year fund balances and grant allocations are available and will be taken into account in upcoming planning efforts:

- \$4 million in unrestricted fund balance as of June 30, 2021, before taking into account any surplus or shortfall during the current FY 2021-22.
- \$5.7 million in allocated Woodland Urbanized Area (UZA) 5307 Formula Funds, above the amount budgeted for FY 2022-23 operations and capital and planning projects.
- \$4.4 million in allocated Coronavirus Aid, Relief and Economic Security (CARES) Act FTA Section 5307 urban area funds administered through CalTRANS, above the \$1.6 million budgeted for FY 2022-23 operations. These funds can support eligible operating or capital costs and do not currently have an expiration date by which they must be used.
- \$2.6 million in Sacramento Urbanized Area 5307 American Rescue Plan Act of 2021 (ARPA) Funds
- \$1.0 million in Sacramento Urbanized Area 5307 Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA) funds.
- \$0.8 million in accumulated Low Carbon Transit Operations Program (LCTOP) funds, which may be used for purchase of zero emission buses or potentially for other projects that reduce greenhouse gas emissions.

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

<b>Topic:</b> Discuss Upcoming Route 42 Service Changes	<b>Agenda Item#:</b>	<b>9</b> <b>Informational</b>
		<b>Attachments:</b> <u>Yes</u> No
<b>Prepared By: D. Romero</b>	<b>Agenda Type:</b>	<b>Meeting Date: May 31, 2022</b>

## **RECOMMENDATION:**

YCTD staff recommend that the Citizens Advisory Committee (CAC) receive an update and provide input on future service changes to the Route 42. Staff will provide an update to the CAC on YCTD's efforts with Arup US Inc (Arup) to modify the proposed schedule to address concerns about excessively long layover times at the County Fair Mall for riders traveling between Davis and Woodland.

## **BACKGROUND:**

Yolo County Transportation District (YCTD) is preparing to implement the YoloGo recommendation of increasing service frequencies on the Route 42A/B to 30 minutes during peak periods, and streamlining the route in Davis and downtown Sacramento. These service changes were originally intended to take effect in September 2021 but were indefinitely postponed due to a shortage of available bus operators.

While YCTD continues to face challenges in recruiting new bus operators, we are hopeful that we will be able to launch the expanded Route 42 service in the near future.

As we prepare to launch the expanded service, YCTD staff identified some concerns with the proposed schedule (adopted in July 2021) – most notably long (up to 30 min) layover times for travelers between Woodland and Davis at the County Fair Mall. We have contracted with Arup to review the route and schedule and propose options that increase service while minimizing layover times and maximizing operating efficiency within the Board-approved budget.

As we work with Arup to update the Route 42 schedule, YCTD staff would like to solicit input from our CAC members. The previously adopted Route 42 schedule from July 2021 is the base for the new schedule – please see attached. It is YCTD staff's goals to shorten or eliminate the long layover at the County Fair Mall and potentially add layovers at other locations such as the Airport, UC Davis Memorial Union, the West Sacramento Transit Center, and other locations in Woodland, to minimize impacts to any one group of riders.

YCTD staff would like the CAC's input and feedback regarding the Route 42 schedule that was proposed and adopted by the Board last year. Your input will be shared with the Arup team as they develop options for improving the schedule. The attached documents detail the proposed service changes and schedules that were approved by our board to go into effect on Sunday, September 5, 2021 that were subsequently cancelled due to driver shortages.

- Attachment A – Maps of proposed route changes in Davis and Downtown Sacramento (adopted July 2021)
- Attachment B – Proposed new Route 42 schedule (adopted July 2021)
- Attachment C – Proposed new Route 42 stop list (adopted July 2021)

## **BUDGET IMPACT:**

None. Phased implementation of the Route 42 service changes have already been factored into the FY 22-23 budget.

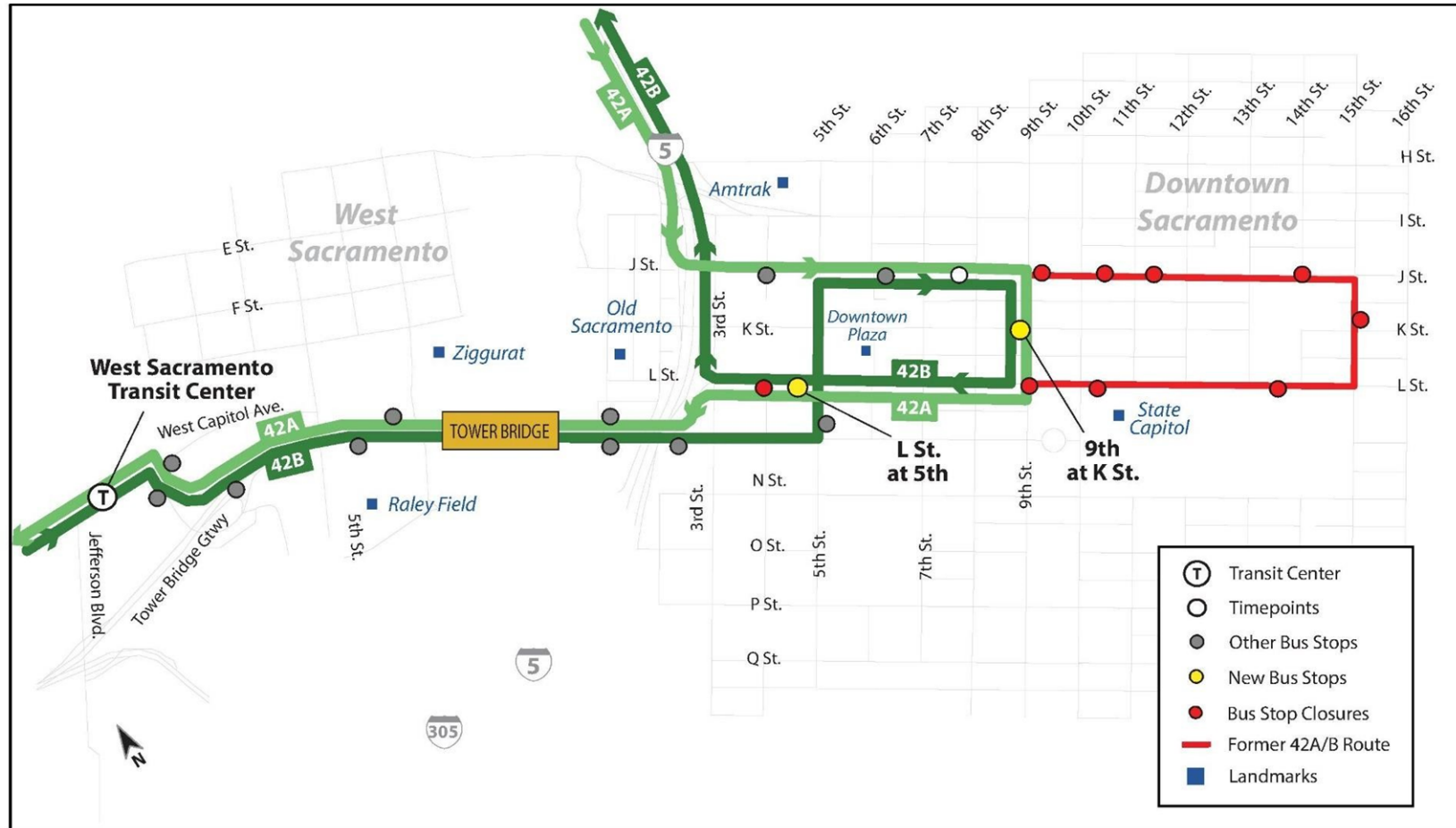
# YoloGo Route 42A and 42B Proposed Changes



## Downtown Sacramento

### IMPORTANT NOTICE

Proposed changes include ending service on the 42 line past 9th St. The stops along J St. and L St. past 9th St. would be eliminated. Two new stops would be added at 9th and K St. and L and 5th St.



Yolo County Transportation District  
350 Industrial Way  
Woodland CA 95776  
(530) 666-2877

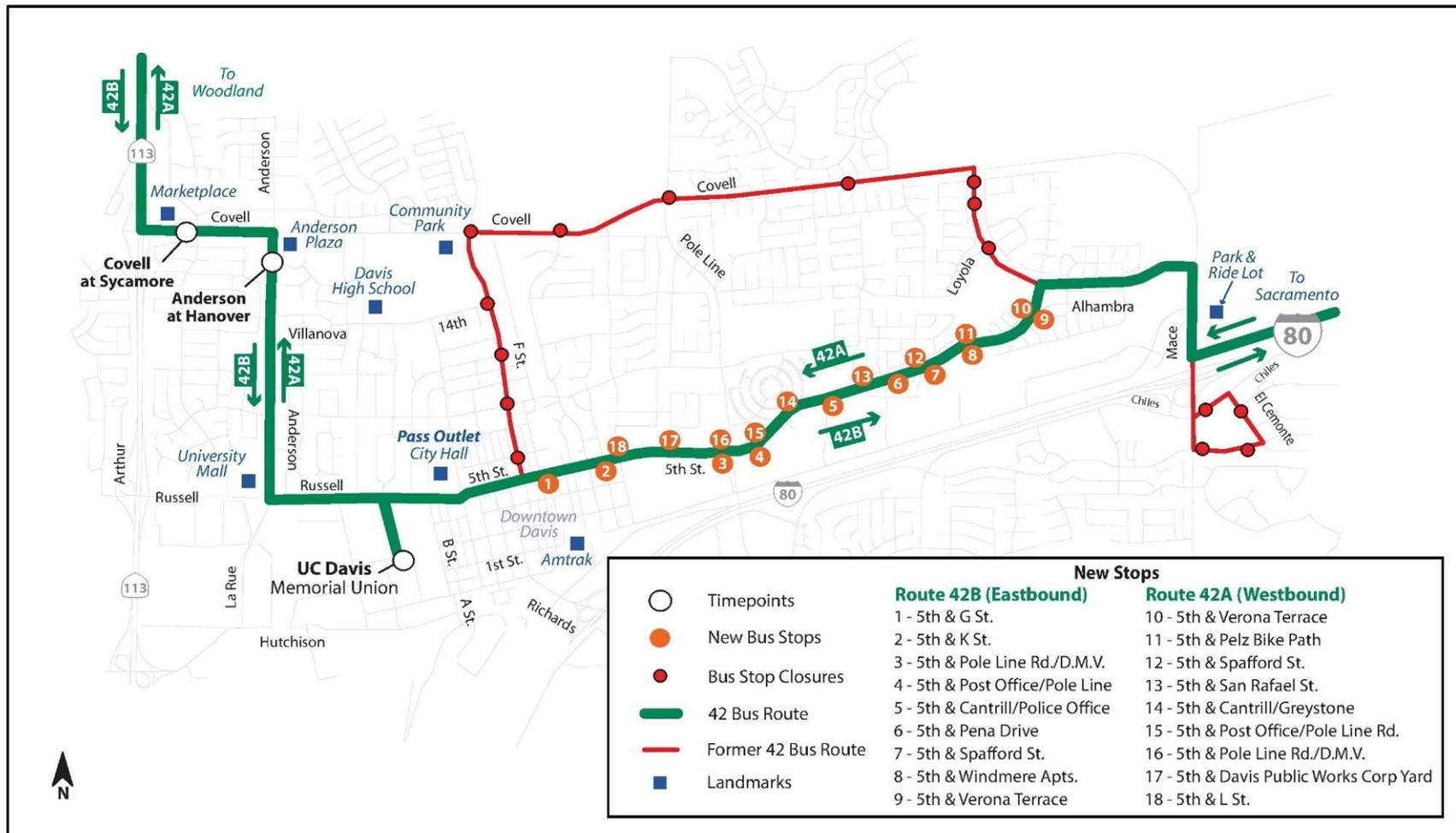
# YoloGo Route 42A and 42B Proposed Changes



## City of Davis

### Important Notice

Proposed changes include ending service to Cowell Blvd. and El Cemente Ave. and rerouting the line from Covell Blvd. and F St. to 5th St. Bus Stops along the former route would no longer be served. Eighteen new bus stops would be added along 5th St.



Yolo County Transportation District  
350 Industrial Way  
Woodland CA 95776  
(530) 666-2877

## Attachment B

### 42A Intercity Clockwise

WOODLAN	County Fair Mall Depart	-	5:00	6:00	6:30	7:00	7:30	8:00	8:30	9:15	10:00	10:45	11:30	<b>12:15</b>	<b>1:00</b>	<b>1:45</b>	<b>2:30</b>	<b>3:15</b>	<b>4:00</b>	<b>4:30</b>	<b>5:00</b>	<b>5:30</b>	<b>6:00</b>	<b>6:30</b>	<b>6:45</b>	<b>7:15</b>	<b>8:00</b>	<b>8:45</b>	<b>9:30</b>	<b>10:15</b>
	E. Main & Matmor	-	5:06	6:06	6:36	7:06	7:36	8:06	8:36	9:21	10:06	10:51	11:36	<b>12:21</b>	<b>1:06</b>	<b>1:51</b>	<b>2:36</b>	<b>3:21</b>	<b>4:06</b>	<b>4:36</b>	<b>5:06</b>	<b>5:36</b>	<b>6:06</b>	<b>6:36</b>	<b>6:51</b>	<b>7:21</b>	<b>8:06</b>	<b>8:51</b>	<b>9:36</b>	<b>10:21</b>
SACRAMENTO	Airport Terminal A	-	5:20	6:26	6:56	7:26	7:56	8:26	8:51	9:36	10:21	11:06	11:51	<b>12:36</b>	<b>1:21</b>	<b>2:06</b>	<b>2:51</b>	<b>3:36</b>	<b>4:24</b>	<b>4:54</b>	<b>5:24</b>	<b>5:54</b>	<b>6:24</b>	<b>6:54</b>	<b>7:09</b>	<b>7:36</b>	<b>8:21</b>	<b>9:06</b>	<b>9:51</b>	<b>10:36</b>
	Airport Terminal B	-	5:22	6:29	6:59	7:29	7:59	8:29	8:53	9:38	10:23	11:08	11:53	<b>12:38</b>	<b>1:23</b>	<b>2:08</b>	<b>2:53</b>	<b>3:38</b>	<b>4:27</b>	<b>4:57</b>	<b>5:27</b>	<b>5:57</b>	<b>6:27</b>	<b>6:57</b>	<b>7:12</b>	<b>7:38</b>	<b>8:23</b>	<b>9:08</b>	<b>9:53</b>	<b>10:38</b>
	J & 8th	-	5:36	6:45	7:15	7:45	8:15	8:45	9:08	9:53	10:38	11:23	<b>12:08</b>	<b>12:53</b>	<b>1:38</b>	<b>2:23</b>	<b>3:08</b>	<b>3:53</b>	<b>4:44</b>	<b>5:14</b>	<b>5:44</b>	<b>6:14</b>	<b>6:44</b>	<b>7:14</b>	-	<b>7:53</b>	<b>8:38</b>	<b>9:23</b>	<b>10:08</b>	<b>10:53</b>
	L & 5th (Golden 1 Center)	-	5:40	6:49	7:19	7:49	8:19	8:49	9:12	9:57	10:42	11:27	<b>12:12</b>	<b>12:57</b>	<b>1:42</b>	<b>2:27</b>	<b>3:12</b>	<b>3:57</b>	<b>4:48</b>	<b>5:18</b>	<b>5:48</b>	<b>6:18</b>	<b>6:48</b>	<b>7:18</b>	-	<b>7:57</b>	<b>8:42</b>	<b>9:27</b>	<b>10:12</b>	<b>10:57</b>
W. SAC	West Sac TC	-	5:45	6:56	7:26	7:56	8:26	8:56	9:18	10:03	10:48	11:33	<b>12:18</b>	<b>1:03</b>	<b>1:48</b>	<b>2:33</b>	<b>3:18</b>	<b>4:03</b>	<b>4:55</b>	<b>5:25</b>	<b>5:55</b>	<b>6:25</b>	<b>6:55</b>	<b>7:25</b>	-	<b>8:03</b>	<b>8:48</b>	<b>9:33</b>	<b>10:18</b>	<b>11:03</b>
	W. Capitol & Enterprise	-	5:57	7:09	7:39	8:09	8:39	9:09	9:31	10:16	11:01	11:46	<b>12:31</b>	<b>1:16</b>	<b>2:01</b>	<b>2:46</b>	<b>3:31</b>	<b>4:16</b>	<b>5:08</b>	<b>5:38</b>	<b>6:08</b>	<b>6:38</b>	<b>7:08</b>	<b>7:38</b>	-	<b>8:16</b>	<b>9:01</b>	<b>9:46</b>	<b>10:31</b>	<b>11:16</b>
DAVIS	Mace & 2nd	5:19	6:07	7:20	7:50	8:20	8:50	9:20	9:43	10:28	11:13	11:58	<b>12:43</b>	<b>1:28</b>	<b>2:13</b>	<b>2:58</b>	<b>3:43</b>	<b>4:28</b>	<b>5:20</b>	<b>5:50</b>	<b>6:20</b>	<b>6:50</b>	<b>7:20</b>	<b>7:50</b>	-	<b>8:28</b>	<b>9:13</b>	<b>9:58</b>	<b>10:43</b>	<b>11:28</b>
	5th & Cantrill	5:26	6:14	7:28	7:58	8:28	8:58	9:28	9:50	10:35	11:20	12:05	<b>12:50</b>	<b>1:35</b>	<b>2:20</b>	<b>3:05</b>	<b>3:50</b>	<b>4:35</b>	<b>5:28</b>	<b>5:58</b>	<b>6:28</b>	<b>6:58</b>	<b>7:28</b>	<b>7:58</b>	-	<b>8:35</b>	<b>9:20</b>	<b>10:05</b>	<b>10:50</b>	<b>11:35</b>
	UC Davis Memorial Union	5:42	6:30	7:43	8:13	8:43	9:13	9:43	10:05	10:50	11:35	<b>12:20</b>	<b>1:05</b>	<b>1:50</b>	<b>2:35</b>	<b>3:20</b>	<b>4:05</b>	<b>4:50</b>	<b>5:43</b>	<b>6:13</b>	<b>6:43</b>	<b>7:13</b>	<b>7:43</b>	<b>8:13</b>	-	<b>8:50</b>	<b>9:35</b>	<b>10:20</b>	<b>11:05</b>	<b>11:50</b>
	Anderson & Hanover	5:47	6:35	7:52	8:22	8:52	9:22	9:52	10:12	10:57	11:42	<b>12:27</b>	<b>1:12</b>	<b>1:57</b>	<b>2:42</b>	<b>3:27</b>	<b>4:12</b>	<b>4:57</b>	<b>5:52</b>	<b>6:22</b>	<b>6:52</b>	<b>7:22</b>	<b>7:52</b>	<b>8:22</b>	-	<b>8:57</b>	<b>9:42</b>	<b>10:27</b>	<b>11:12</b>	<b>11:57</b>
WOODLAN	County Fair Mall Arrive	6:00	6:48	8:05	8:35	9:05	9:35	10:05	10:25	11:10	11:55	<b>12:40</b>	<b>1:25</b>	<b>2:10</b>	<b>2:55</b>	<b>3:40</b>	<b>4:25</b>	<b>5:10</b>	<b>6:05</b>	<b>6:35</b>	<b>7:05</b>	<b>7:35</b>	<b>8:05</b>	<b>8:35</b>	-	<b>9:10</b>	<b>9:55</b>	<b>10:40</b>	<b>11:25</b>	<b>12:10</b>

### 42B Intercity Counter-Clockwise

WOODLAN	County Fair Mall Depart	5:20	5:50	6:20	6:50	7:20	7:50	8:35	9:20	10:05	10:50	11:35	<b>12:20</b>	<b>1:05</b>	<b>1:50</b>	<b>2:35</b>	<b>3:20</b>	<b>3:50</b>	<b>4:20</b>	<b>4:50</b>	<b>5:20</b>	<b>5:50</b>	<b>6:05</b>	<b>6:35</b>	<b>7:20</b>	<b>7:35</b>	<b>8:05</b>	<b>8:50</b>	<b>9:35</b>	<b>10:20</b>
DAVIS	Anderson & Hanover	5:34	6:04	6:34	7:04	7:34	8:04	8:49	9:34	10:19	11:04	11:49	<b>12:34</b>	<b>1:19</b>	<b>2:04</b>	<b>2:49</b>	<b>3:34</b>	<b>4:04</b>	<b>4:34</b>	<b>5:04</b>	<b>5:34</b>	<b>6:04</b>	<b>6:19</b>	<b>6:48</b>	<b>7:33</b>	<b>7:48</b>	<b>8:18</b>	<b>9:03</b>	<b>9:48</b>	<b>10:33</b>
	UC Davis Memorial Union	5:43	6:13	6:43	7:13	7:43	8:11	8:56	9:41	10:26	11:11	11:56	<b>12:41</b>	<b>1:26</b>	<b>2:11</b>	<b>2:56</b>	<b>3:43</b>	<b>4:13</b>	<b>4:43</b>	<b>5:13</b>	<b>5:43</b>	<b>6:13</b>	<b>6:28</b>	<b>6:53</b>	<b>7:38</b>	<b>7:53</b>	<b>8:23</b>	<b>9:08</b>	<b>9:53</b>	<b>10:38</b>
	5th & Cantrill	5:56	6:26	6:56	7:26	7:56	8:24	9:09	9:54	10:39	11:24	<b>12:09</b>	<b>12:54</b>	<b>1:39</b>	<b>2:24</b>	<b>3:09</b>	<b>3:56</b>	<b>4:26</b>	<b>4:56</b>	<b>5:26</b>	<b>5:56</b>	<b>6:26</b>	-	<b>7:06</b>	<b>7:51</b>	-	<b>8:36</b>	<b>9:21</b>	<b>10:06</b>	-
	Mace & 2nd	6:06	6:36	7:06	7:36	8:06	8:34	9:19	10:04	10:49	11:34	<b>12:19</b>	<b>1:04</b>	<b>1:49</b>	<b>2:34</b>	<b>3:19</b>	<b>4:06</b>	<b>4:36</b>	<b>5:06</b>	<b>5:36</b>	<b>6:06</b>	<b>6:36</b>	-	<b>7:16</b>	<b>8:01</b>	-	<b>8:46</b>	<b>9:31</b>	<b>10:16</b>	-
W. SAC	W. Capitol & Enterprise	6:18	6:48	7:18	7:48	8:18	8:45	9:30	10:15	11:00	11:45	<b>12:30</b>	<b>1:15</b>	<b>2:00</b>	<b>2:45</b>	<b>3:30</b>	<b>4:18</b>	<b>4:48</b>	<b>5:18</b>	<b>5:48</b>	<b>6:18</b>	<b>6:48</b>	-	<b>7:25</b>	<b>8:10</b>	-	<b>8:55</b>	<b>9:40</b>	-	-
	West Sac TC	6:30	7:00	7:30	8:00	8:30	8:56	9:41	10:26	11:11	11:56	<b>12:41</b>	<b>1:26</b>	<b>2:11</b>	<b>2:56</b>	<b>3:41</b>	<b>4:30</b>	<b>5:00</b>	<b>5:30</b>	<b>6:00</b>	<b>6:30</b>	<b>7:00</b>	-	<b>7:32</b>	<b>8:17</b>	-	<b>9:02</b>	<b>9:47</b>	-	-
SACRAMENTO	J & 8th	6:43	7:13	7:43	8:13	8:43	9:06	9:51	10:36	11:21	<b>12:06</b>	<b>12:51</b>	<b>1:36</b>	<b>2:21</b>	<b>3:06</b>	<b>3:51</b>	<b>4:43</b>	<b>5:13</b>	<b>5:43</b>	<b>6:13</b>	<b>6:43</b>	<b>7:13</b>	-	<b>7:39</b>	<b>8:24</b>	-	<b>9:09</b>	<b>9:54</b>	-	-
	L & 5th (Golden 1 Center)	6:48	7:18	7:48	8:18	8:48	9:10	9:55	10:40	11:25	<b>12:10</b>	<b>12:55</b>	<b>1:40</b>	<b>2:25</b>	<b>3:10</b>	<b>3:55</b>	<b>4:48</b>	<b>5:18</b>	<b>5:48</b>	<b>6:18</b>	<b>6:48</b>	<b>7:18</b>	-	<b>7:43</b>	<b>8:28</b>	-	<b>9:13</b>	<b>9:58</b>	-	-
	Airport Terminal A	7:05	7:35	8:05	8:35	9:05	9:25	10:10	10:55	11:40	<b>12:25</b>	<b>1:10</b>	<b>1:55</b>	<b>2:40</b>	<b>3:25</b>	<b>4:10</b>	<b>5:05</b>	<b>5:35</b>	<b>6:05</b>	<b>6:35</b>	<b>7:05</b>	<b>7:35</b>	-	<b>7:58</b>	<b>8:43</b>	-	<b>9:28</b>	<b>10:13</b>	-	-
	Airport Terminal B	7:07	7:37	8:07	8:37	9:07	9:28	10:13	10:58	11:43	<b>12:28</b>	<b>1:13</b>	<b>1:58</b>	<b>2:43</b>	<b>3:28</b>	<b>4:13</b>	<b>5:07</b>	<b>5:37</b>	<b>6:07</b>	<b>6:37</b>	<b>7:07</b>	<b>7:37</b>	-	<b>8:01</b>	<b>8:46</b>	-	<b>9:31</b>	<b>10:16</b>	-	-
WOODLAN	E. Main & Matmor	7:22	7:52	8:22	8:52	9:22	9:41	10:26	11:11	11:56	<b>12:41</b>	<b>1:26</b>	<b>2:11</b>	<b>2:56</b>	<b>3:41</b>	<b>4:26</b>	<b>5:22</b>	<b>5:52</b>	<b>6:22</b>	<b>6:52</b>	<b>7:22</b>	<b>7:52</b>	-	<b>8:14</b>	<b>8:59</b>	-	<b>9:44</b>	<b>10:29</b>	-	-
	County Fair Mall Arrive	7:30	8:00	8:30	9:00	9:30	9:48	10:33	11:18	12:03	<b>12:48</b>	<b>1:33</b>	<b>2:18</b>	<b>3:03</b>	<b>3:48</b>	<b>4:33</b>	<b>5:30</b>	<b>6:00</b>	<b>6:30</b>	<b>7:00</b>	<b>7:30</b>	<b>8:00</b>	-	<b>8:20</b>	<b>9:05</b>	-	<b>9:50</b>	<b>10:35</b>	-	-

AM times are light type. **PM times are bold type.**

Shaded areas operate Monday - Friday only, excluding some holidays



# Attachment C

## Route 42A Proposed and Existing Bus Stops

42A - Proposed Stops		
Stop	Description	
23473	West Sacramento Transit Center	
23284	W. Capitol at Jefferson WB	
23335	W. Capitol at Westacre WB	
23289	W. Capitol at Poplar WB	
23277	W. Capitol at Cedar WB	
23286	W. Capitol at Pecan WB	
23280	W. Capitol at Glide WB	
23282	W. Capitol at Harbor WB	
23287	W. Capitol at Pine WB	
23326	W. Capitol at Northport WB	
23324	W. Capitol at Roadway WB	
23322	W. Capitol at Interstate Co. WB	
23278	W. Capitol at Enterprise WB	
23561	Mace at 2nd St. NB	
23112	Alhambra at Atlantis	
23114	Alhambra at Carcia	
22068	5th St & Verona Terrace (SB)	*
22069	5th St & Pelz Bike Path (WB)	*
22238	5th St & Spafford (WB)	*
22071	5th St & San Rafael St (WB)	*
22072	5th St & Cantrill/Greystone (WB)	*
22074	5th St & Post Office / Pole Line Rd (WB)	*
22077	5th St & Pole Line Rd/D.M.V (WB)	*
22078	5th St & Davis Public Works Corp Yard (WB)	*
22317	5th Street & L Street (WB)	*
23110	5th St. at D St. WB	
23208	Russell at A St.WB	
23003	UC Davis Memorial Union	
23360	Russell at California WB	
23130	Anderson at Russell NB	
23132	Anderson at Sunset NB	
23126	Anderson at Amherst NB	
23136	Anderson at Villanova NB	
23127	Anderson at Hanover NB	
23155	W. Covell at Sycamore WB	
23585	County Fair Mall	
23304	East at Gum	
23569	East at Cross NB	
23082	E. Main at East	
23085	E. Main at Matmor	
23361	E. Main at Industrial EB	
23492	Terminal A (Airport)	
23493	Terminal B (Airport)	
23396	J St. at 4th St.	
23397	J St. at 6th St.	
23398	J St. at 8th St.	
23385	9th St. at K St.	*
5252	L St. at 5th St. (Golden 1 Center)	*
23411	Capitol Mall at Front WB	
23574	Tower Bridge Gtwy at Raley Field WB	
23577	Garden at W. Capitol NB	

\* = Proposed stop additions  
 \*\* = Proposed stop eliminations

42A - Existing Stops		
Stop	Description	
23473	West Sacramento Transit Center	
23284	W. Capitol at Jefferson WB	
23335	W. Capitol at Westacre WB	
23289	W. Capitol at Poplar WB	
23277	W. Capitol at Cedar WB	
23286	W. Capitol at Pecan WB	
23280	W. Capitol at Glide WB	
23282	W. Capitol at Harbor WB	
23287	W. Capitol at Pine WB	
23326	W. Capitol at Northport WB	
23324	W. Capitol at Roadway WB	
23322	W. Capitol at Interstate Co. WB	
23278	W. Capitol at Enterprise WB	
23148	Chiles at Mace	**
23174	El Cemonte at Glide SB	**
23161	Cowell at El Cemonte WB	**
23167	Cowell at Mace WB	**
23561	Mace at 2nd St. NB	
23112	Alhambra at Atlantis	
23114	Alhambra at Carcia	
23118	Alhambra at 5th St. WB	**
23215	Alhambra at Loyola NB	**
23117	Alhambra at Covell	**
23158	E. Covell at Wright WB	**
23153	E. Covell at Poleline WB	**
23152	E. Covell at J WB	**
23184	F St. at Covell SB	**
23372	F St. at 14th St. SB	**
23176	F St. at 11th St.	**
23181	F St. at 8th St. SB	**
23179	F St. at 6th St. SB	**
23110	5th St. at D St. WB	
23208	Russell at A St.WB	
23003	UC Davis Memorial Union	
23360	Russell at California WB	
23130	Anderson at Russell NB	
23132	Anderson at Sunset NB	
23126	Anderson at Amherst NB	
23136	Anderson at Villanova NB	
23127	Anderson at Hanover NB	
23155	W. Covell at Sycamore WB	
23585	County Fair Mall	
23304	East at Gum	
23569	East at Cross NB	
23082	E. Main at East	
23085	E. Main at Matmor	
23361	E. Main at Industrial EB	
23492	Terminal A (Airport)	
23493	Terminal B (Airport)	
23396	J St. at 4th St.	
23397	J St. at 6th St.	
23398	J St. at 8th St.	
23399	J St. at 9th St.	**
23408	J St. at 10th St.	**
23409	J St. at 11th St.	**
23410	J St. at 14th St.	**
23415	15th St. at K St.	**
23405	L St. at 13th St.	**
23405	L St. at 13th St.	**
23404	L St. at 11th St.	**
23391	9th St. at L St.	**
23600	Capitol Mall at 7th St.	**
23411	Capitol Mall at Front WB	
23574	Tower Bridge Gtwy at Raley Field WB	
23577	Garden at W. Capitol NB	

# Attachment C

## Route 42B Proposed and Existing Bus Stops

42B - Proposed Stops		
Stop	Description	
23585	County Fair Mall	
23156	W. Covell at Sycamore EB	
23128	Anderson at Hanover SB	
23135	Anderson at Villanova SB	
23125	Anderson at Amherst SB	
23131	Anderson at Sunset SB	
23129	Anderson at Russell SB	
23359	Russell at California EB	
23003	UC Davis Memorial Union	
23209	Russell at A St. EB	
23000	5th St. at D St. EB	
22028	5th St & G St (EB)	*
22319	5th Street & K Street (EB)	*
22076	5th St & Pole Line Rd/D.M.V (EB)	*
22075	5th St & Post Office / Pole Line (EB)	*
22073	5th St & Cantrell/Police Station (EB)	*
22234	5th St & Pena Drive (EB)	*
22237	5th St & Spafford St (EB)	*
22070	5th St & Windmere Apts. (EB)	*
22300	5th Street & Verona Terrace (EB)	*
23111	Alhambra at 5th St. EB	
23113	Alhambra at Arroyo	
23116	Alhambra at Mace EB	
23202	Mace at 2nd St. SB	
23279	W. Capitol at Enterprise EB	
23321	W. Capitol at Interstate EB	
23323	W. Capitol at Roadway EB	
23325	W. Capitol at Northport EB	
23288	W. Capitol at Pine EB	
23283	W. Capitol at Harbor EB	
23281	W. Capitol at Glide EB	
23292	W. Capitol at Walnut EB	
23291	W. Capitol at Sycamore EB	
23290	W. Capitol at Poplar EB	
23333	W. Capitol at Westacre EB	
23285	W. Capitol at Jefferson EB	
23472	W. Capitol at Merkley	
23578	Garden at W. Capitol SB	
23576	Tower Bridge Gtwy at Garden EB	
23575	Tower Bridge Gtwy at Raley Field EB	
23412	Capitol Mall at Front EB	
23387	5th St. at L St.	
23397	J St. at 6th St.	
23398	J St. at 8th St.	
23385	9th St. at K St.	*
23384	L St. at 5th St. (Golden 1 Center)	*
23492	Terminal A (Airport)	
23493	Terminal B (Airport)	
23084	E. Main at Industrial WB	
23090	Matmor at E. Main SB	
23088	Matmor at Crystal Springs	
23094	Matmor at Gum SB	
23069	E. Gum at Matmor WB	
23066	E. Gum at East WB	

\* = Proposed stop additions  
 \*\* = Proposed stop eliminations

42B - Existing Stops		
Stop	Description	
23585	County Fair Mall	
23156	W. Covell at Sycamore EB	
23128	Anderson at Hanover SB	
23135	Anderson at Villanova SB	
23125	Anderson at Amherst SB	
23131	Anderson at Sunset SB	
23129	Anderson at Russell SB	
23359	Russell at California EB	
23003	UC Davis Memorial Union	
23209	Russell at A St. EB	
23000	5th St. at D St. EB	
23178	F St. at 5th St.	**
23180	F St. at 6th St. NB	**
23182	F St. at 8th St. NB	**
23177	F St. at 12th St.	**
23002	F St. at 14th St. NB	**
23183	F St. at Covell NB	**
23151	E. Covell at J EB	**
23154	E. Covell at Poleline EB	**
23159	E. Covell at Wright EB	**
23120	Alhambra at San Miguel	**
23119	Alhambra at Loyola SB	**
23111	Alhambra at 5th St. EB	
23113	Alhambra at Arroyo	
23116	Alhambra at Mace EB	
23202	Mace at 2nd St. SB	
23203	Mace at Chiles	**
23168	Cowell at Mace EB	**
23162	Cowell at El Cemonte EB	**
23173	El Cemonte at Glide NB	**
23149	Chiles at Mace	**
23279	W. Capitol at Enterprise EB	
23321	W. Capitol at Interstate EB	
23323	W. Capitol at Roadway EB	
23325	W. Capitol at Northport EB	
23288	W. Capitol at Pine EB	
23283	W. Capitol at Harbor EB	
23281	W. Capitol at Glide EB	
23292	W. Capitol at Walnut EB	
23291	W. Capitol at Sycamore EB	
23290	W. Capitol at Poplar EB	
23333	W. Capitol at Westacre EB	
23285	W. Capitol at Jefferson EB	
23472	W. Capitol at Merkley	
23578	Garden at W. Capitol SB	
23576	Tower Bridge Gtwy at Garden EB	
23575	Tower Bridge Gtwy at Raley Field EB	
23412	Capitol Mall at Front EB	
23387	5th St. at L St.	
23397	J St. at 6th St.	
23398	J St. at 8th St.	
23399	J St. at 9th St.	**
23408	J St. at 10th St.	**
23409	J St. at 11th St.	**
23410	J St. at 14th St.	**
23415	15th St. at K St.	**
23405	L St. at 13th St.	**
23405	L St. at 13th St.	**
23404	L St. at 11th St.	**
23391	9th St. at L St.	**
23600	Capitol Mall at 7th St.	**
23387	5th St. at L St.	**
23384	L St. at 4th St.	**
23492	Terminal A (Airport)	
23493	Terminal B (Airport)	
23084	E. Main at Industrial WB	
23090	Matmor at E. Main SB	
23088	Matmor at Crystal Springs	
23094	Matmor at Gum SB	
23069	E. Gum at Matmor WB	
23066	E. Gum at East WB	



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

<b>Topic:</b> Continue Discussion of Opportunities for CAC Engagement with YCTD Board of Directors	<b>Agenda Item#:</b>  <b>Agenda Type:</b>	<b>10</b> <b>Deliberation/Action</b>
		<b>Attachments:</b> Yes <b>No</b>
<b>Prepared By: A.Bernstein</b>		<b>Meeting Date: May 31, 2022</b>

## **RECOMMENDATION:**

Staff recommends that the Citizens Advisory Committee (CAC) continue their discussion of options for increasing engagement and communication with the YCTD Board of Directors.

## **BACKGROUND:**

At the last CAC meeting, the Committee had an initial discussion of options for increasing engagement and communication with the Board of Directors. The Committee did not take action at that meeting, and instead opted to continue the discussion at the next CAC meeting because several members were not present. What follows is the original staff report, followed by a summary of the CAC comments that were shared at the last meeting.

### **Original Staff Report:**

At prior meetings of the CAC, members have raised concerns about the amount of direct communication between the CAC and Board of Directors. Indeed, YCTD does not have any formal policies on this topic. Current, informal practices include:

- When the Board agenda includes an item that was previously discussed by the CAC, the staff report includes a summary of CAC comments and feedback, and any modifications to staff's recommendation based on the CAC's guidance.
- CAC meeting minutes are sometimes, but not consistently, included in the subsequent Board packet.
- CAC members are always invited to attend Board meetings and provide comments on specific agenda items or during the general public comment period.

Staff brainstormed the following options for increasing communication between the CAC and Board, and encourages the committee to discuss these options and suggest others:

- Provide an annual report to the Board of Directors identifying the CAC's recommended priorities for the coming year.
- Designate a CAC member to attend Board meetings as needed and share the CAC's feedback on specific agenda items (could be a rotating/shared responsibility). CAC members could be given priority and additional time to speak, at the Board chair's discretion.
- For important agenda items, the CAC could prepare its own written report or letter to accompany the staff report. This CAC report would be included in the Board packet at the time of distribution.
- Minutes from CAC meeting should always be included in the subsequent Board packet.
- CAC members appointed by a YCTD Director could establish regular or as-needed, one-on-one communications with the Director who appointed them.

## **Summary of Discussion at Last CAC Meeting:**

### Staff recommendations that were endorsed by the CAC:

- Consistently include CAC meeting notes in each Board packet
- Designate a CAC member to attend the Board meetings and share CAC perspective on agenda items

### Additional Ideas that were suggested:

- Hold occasional joint meetings of the CAC and Board of Directors, for example when a big project or planning process is kicking off
- Hold joint learning sessions where the Board and CAC can both hear from and ask questions of guest speakers, outside experts, etc.
- Invite Board and CAC members to do ride alongs, experience the service and hear from riders firsthand.
- Invite Board members to attend CAC meetings (Director Loren did this during her time as Chair)
- Have one CAC member serve as an Ex-Officio, non-voting member of the YCTD Board (similar to UC Davis and Caltrans)
- Require Board members to meet with CAC members from their District.
- Have more frequent CAC meetings so that CAC schedule consistently aligns with Board meeting schedule.

### Other related topics that were discussed:

- Increasing diversity of the CAC should be a priority for future CAC discussions, particularly ensuring the CAC is more representative of:
  - o Equity priority populations (ie people of color, low-income, transit-dependent)
  - o Students
  - o Rural communities (eg Esparto, Capay, Knights Landing).
- Offer compensation for CAC members who are low-income to support their participation.