



## Yolo County Transportation District Board of Directors

### AGENDA

**DIRECTORS:** Don Saylor (Chair, Yolo County), Tom Stallard (Vice-Chair, Woodland), Lucas Frerichs (Davis), Chris Ledesma (West Sacramento), Jesse Loren (Winters), Matt Dulcich (UCD, ex-officio), Alex Padilla (Caltrans, ex-officio)

**ZOOM WEBINAR WEB ADDRESS:** <https://zoom.us/j/94926173219>

**ZOOM WEBINAR PHONE NUMBER:** (669) 900-6833

**ZOOM WEBINAR ID:** 949 2617 3219

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

**MEETING DATE:** Monday, August 9, 2021

**MEETING TIME:** 7:00 PM

Pursuant to the [Governor's Executive Order N-29-20](#), members of the Yolo County Transportation District Board of Directors 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 [ksouza@yctd.org](mailto:ksouza@yctd.org) and write "For 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 Monday, August 9, 2021 will be provided to the YCTD Board of Directors in advance and comments submitted during the meeting shall be made part of the record of the meeting.

<u>Estimated Time</u>		<u><i>The Chairman 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>	<u>Info/ Discussion</u>	<u>Deliberation/ Action</u>
7:00 PM	1.	Determination of Quorum (Voting members: Woodland, Davis, West Sacramento, Winters, Yolo County) (Nonvoting members: Caltrans, UCD)		<b>X</b>
7:00	2.	Consider Approval of Agenda August 9, 2021 meeting		<b>X</b>
7:00	3.	Announcement of Item to be Discussed in Closed Session	<b>X</b>	
7:00	4.	Comments from public regarding Closed Session	<b>X</b>	
7:00	5.	Closed Session Public Employment, Employee Appointment or Evaluation Pursuant to Government Code Section 54957 Position Title: Executive Director.		<b>X</b>
7:15		<b>Reconvene Open Session</b>		
7:15	6.	Comments from public regarding matters NOT on the Agenda, but within the purview of YCTD. Please note, the Board is prohibited from discussing items not on the agenda at this time.	<b>X</b>	

### CONSENT CALENDAR

7:25	7a.	Approve YCTD Board Minutes for Regular Meeting of July 12, 2021. ( <i>Souza</i> ) (pp 1-8)		<b>X</b>
7:25	7b.	Approve YCTD FY 2021/22 State of Good Repair Project List ( <i>Mazur</i> ) (pp 10-12)		<b>X</b>
7:25	7c.	Receive Update on Microtransit Expansion – Woodland ( <i>Mazur</i> ) (p 13)		<b>X</b>

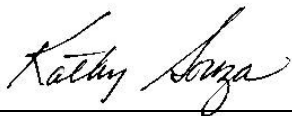
**REGULAR CALENDAR**

7:30	8.	Board Member Reports, Announcements, Other Nominations, Presentations		<b>X</b>
7:40	9.	YCTD Executive Director Agreement ( <i>Welton</i> ) (pp 15-22)		<b>X</b>
7:50	10.	Receive Update and Set Public Hearing to Consider Adoption of the YoloGo Phase 2 Service Changes ( <i>Mazur, Perez</i> ) (pp 23-25)		<b>X</b>
8:00	11.	Approve Temporary Operating Assistance in Davis and Amendment to Proposed Services Agreement with Unitrans ( <i>Perez</i> ) (pp 27-39)		<b>X</b>
8:10	12.	Consider Director's Report ( <i>Perez</i> ) (pp 41-46) <ul style="list-style-type: none"> <li>a. Oral Report</li> <li>b. Update on Causeway Connection Service</li> <li>c. YoloBus Historic Ridership and Performance</li> <li>d. Monthly Progress Report on Three Primary Goals, Desired Outcomes for Succession Plan</li> <li>e. Attachments <ul style="list-style-type: none"> <li>i. July 2021 and Year over Year Ridership Report for Fixed Route, Paratransit and Microtransit</li> <li>ii. Updated Long-Range YCTD Board Meeting Calendar (subject to modification)</li> </ul> </li> </ul>		<b>X</b>
8:15	13.	Adjournment		<b>X</b>

***UNLESS CHANGED BY THE YCTD BOARD, THE NEXT MEETING OF THE YOLO COUNTY TRANSPORTATION DISTRICT BOARD OF DIRECTORS WILL BE SEPTEMBER 13, 2021 AT 7:00 PM IN THE YCTD BOARD ROOM, 350 INDUSTRIAL WAY, WOODLAND, CA 95776 OR BY ZOOM IF RECOMMENDED FOR THE SAFETY OF THOSE INVOLVED.***

**The Board reserves the right to take action on all agenda items, including items under the Executive Director's Report, at any time during the meeting, except for timed public hearings.** Items considered routine or non-controversial are placed on the Consent Calendar. Any Consent Calendar item can be separately addressed and discussed at the request of any member of the YCTD Board.

I declare under penalty of perjury that the foregoing agenda was posted on or before Friday, August 6, 2021 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.



Kathy Souza, YCTD 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 August 9, 2021 YCTD Board of Directors meeting remotely via the Zoom platform using the following meeting details:
  - a. Via PC: <https://zoom.us/j/94926173219>  
Webinar ID: 949 2617 3219  
**All participants will be entered into the webinar as attendees.**
  - b. Via Phone: Phone Number: (669) 900-6833  
Webinar ID: 949 2617 3219  
**All participants will be entered into the webinar as attendees.**
2. If you are joining the webinar via Zoom and wish to make a comment on an item, click the "raise hand" button. If you are joining the webinar 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 Board of Directors meeting but wish to make a comment on a specific agenda item, please submit your comment via email by 4:00 p.m. on Monday, August 9, 2021 to Kathy Souza, Clerk of the Board, at [ksouza@yctd.org](mailto:ksouza@yctd.org) or by phone at 530-402-2819 noting in the subject line: For Public Comment. Your comment will be placed into the record at the Board meeting.
4. If you are watching/listening to the live stream of the YCTD Board of Directors meeting and wish to make either a general public comment or to comment on a specific agenda item as it is being heard, you may also submit your comment, limited to 250 words or less, to Kathy Souza, Clerk of the Board, at [ksouza@yctd.org](mailto:ksouza@yctd.org) noting in the subject line: For Public Comment. Comments received after an agenda item will be made part of the record if received prior to the end of the meeting

# Yolo County Transportation District Board:

## *Vision, Values and Priorities*

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### Vision Statement

*The **vision statement** tells us what we intend to become or achieve in the next 3 to 5 years.*

Yolo County residents enjoy innovative and efficient mobility options connecting them to places they want to go.

### Values

*A **core value** describes our individual and organizational behaviors and helps us to live out our vision.*

- Collaboration
- Efficiency
- Transparency
- Innovation
- Service
- Safety
- Economic Sustainability
- Environmental Stewardship
- Equity/Social Justice

### District-Wide Priorities

***Priorities** align our vision and values with our implementation strategies.*

- Effective and sustainable business model.
- Efficient, seamless, and easy to use transit system.
- Strong regional mobility partnerships enhance District services.
- Decision making that is data driven decision making and transparent.
- Environmentally sustainable operations.
- Leverage state of the art technology.

# Item 7a

## YOLO COUNTY TRANSPORTATION DISTRICT BOARD OF DIRECTORS MEETING

July 12, 2021

Yolo County Transportation District (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 7:01 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)

Yolo County – Don Saylor (Primary)

UC Davis – Matt Dulcich (Primary)

Caltrans – Alex Padilla (Primary)

Staff present were Jose Perez, Acting YCTD Executive Director; Janice Bryan, YCTD Deputy Director Finance, Grants, and Procurement; Chad Mikula, YCTD IT Specialist; Kristen Mazur, YCTD Senior Planner; Daisy Romero, YCTD Assistant Planner; Ryan Altschuh, YCTD Planning Technician; Hope Welton, YCTD Legal Counsel; and Kathy Souza, YCTD Executive Assistant/Clerk to the Board.

Also in attendance via Zoom were Martin Tuttle, Management Consultant; Kyle Eggen, Transdev; Alan Hirsch, Todd Edelman and Erik Vink, Davis; Manuel Candela, Woodland; Tiffani Fink, Sacramento.

### **Agenda Item 2 – Consider Approval of Agenda for July 12, 2021**

#### **Minute Order 2021-22**

Director Frerichs made the motion, seconded by Director Saylor, to approve the agenda for the July 12, 2021, meeting. Roll call resulted in:

AYES: Frerichs, Ledesma, Loren, Saylor, Stallard

NOES: None

ABSENT: None

ABSTAIN: None

The motion passed.

### **Agenda Item 3 – Announcement of Item to be Discussed in Closed Session**

The closed session portion of the meeting was cancelled.

### **Agenda Item 4 – Comments from public regarding Closed Session**

None

### **Agenda Item 5 – Closed Session**

Cancelled.

## **Agenda Item 6 - Comments from public regarding matters NOT on the Agenda, but within the purview of YCTD**

Mr. Hirsch expressed his desire for the public to be able to make presentations at meetings and for the agendas to be posted by Wednesday of the week prior to meetings to allow the public to provide feedback before the meetings.

## **Agenda Item 7 Consent Calendar**

### **Minute Order 2021-23**

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

- 7a. Approve YCTD Board Minutes for Regular Meeting of June 14, 2021 and Special Meeting of July 8, 2021
- 7b. Authorize the Submittal and Execution of FTA Grant Applications for FY 2021/22
- 7c. Receive Update on YCTD's Microtransit Plans Including Woodland Expansion
- 7d. Receive Update on YCTD Website Redesign
- 7e. Receive Update on Unitrans Request for Temporary Operating Assistance
- 7f. Ratify Agreement with Sustainable Strategies DC for Grant Writing Services

AYES: Frerichs, Ledesma, Loren, Saylor, Stallard

NOES: None

ABSENT: None

ABSTAIN: None

The motion passed.

## **Agenda Item 8 – Board Member Reports, Announcements, Other Nominations, Presentations**

Caltrans Director Alex Padilla introduced himself as the new Caltrans representative to the board. He mentioned Caltrans would hold virtual open house regarding the I-5 Comprehensive Multimodal Plan.

Chair Loren referred to items on the Consent Calendar thanking staff for those items cementing the District as a multi-modal agency.

## **Agenda Item 9 – Public Hearing to Consider Adoption of the YoloGo Phase 1 Service Changes**

Mr. Perez introduced the staff report. Ms. Mazur provided an overview of the staff report.

Chair Loren opened the Public Hearing at 7:32 pm.

Mr. Hirsch stated that Yolo Mobility was pleased that staff listened to suggestions from riders. He stated his disappointment that the increased Route 42 service would only be during peak hours.

Mr. Vink stated that he didn't see in the staff report where Davis riders were given opportunity to comment on eliminating service in some areas.

The following were additional public comments received via email and telephone.

### **Submitted via telephone:**

From: Mike Barnbaum

Date: 7/6/2021

Summary of comments:

- The routing on Route 42 is exactly what was discussed in outreach pre-pandemic, and is exactly what I had hoped to see.

- At 9<sup>th</sup> & K in Downtown Sacramento, construction workers are still doing work in the vicinity. If unable to use 9<sup>th</sup> and K stop for the Route 42 during that construction, it would be preferable if YCTD continued to route the 42 on 15<sup>th</sup> rather than 12<sup>th</sup> until the construction work is complete.
- Suggest YCTD staff coordinate with SacRT staff on Downtown Sacramento bus stop locations for respective routes so that there is not too much crowding/congestion.
- Proposed routing of 42 in Davis is excellent; South Davis loop that is proposed for elimination did not seem to be heavily used.
- Strongly suggest moving the launch date for the changes from September 5, 2021 to August 29, 2021 to coincide with local school schedules. This would also coincide with SacRT's next proposed service change date, which was set for August 29<sup>th</sup> to coincide with academic school calendars.
- Would like to confirm that Yobus routes can pickup passengers at every stop in Downtown Sacramento, and that there is not an agreement between YCTD and SacRT that prohibits passenger pickups at certain stops.

**Submitted via email:**

Good morning. My name is Karen McDaniel. I live in Woodland and work in the Arden area in Sacramento. I used to get on the 42A bus in the mornings at 506 am to work at 8 am.

After COVID-19, I get on the bus at 706 am and work at 9 am instead.

Since California has reopened, I am wondering when will 42A be starting to run at 506 am so I can start working again at 8 am?

I checked the schedule and it still says 706 am. I don't understand why the schedule will not go back to 506 am when California has reopened and Sacramento Regional transit has the regular bus hours so why can't Yolo bus?

Karen.mcdaniel

Hello,

The additional frequency on Route 42A & 42B are much appreciated and I hope all day increased frequency can be added in the near term. Regarding the timetables, please consider adjusting both schedules at least 5 minutes earlier if not all day then at least during peak hours. This can give more riders and potential riders the opportunity to use Yobus to commute to and from the UC Davis campus and give them enough time to bike or walk from the Memorial Union to their final destination on campus. This will also provide a 10 minute buffer time that commuters who may park their bike at the Memorial Union can use to at least bike to the Amtrak station for the busier morning and afternoon Capitol Corridor trains.

Thank you,

Frank Reyes

Hi,

Yobus should not re-route the 42 from F street in Davis. That bus can be currently used to access the Yolo County library in Davis, and the homeless shelter on H street. Before the pandemic, I used that bus weekly to take my kids to the library. Once they're vaccinated, I plan to use it frequently again. I have also directed homeless individuals to the homeless shelter from that bus.

The bus is an important mode of transportation and the library and homeless shelter important places of assistance to those on the lower rungs of society. They need access to those places. And so do I.

Additionally, Unitrans already frequently runs from Alhambra up 5th street to downtown.

Eliminating the Eastern portion of the 42 on J street in Sacramento will make it less attractive to people who might take it to the Sacramento Convention Center, the theaters, and the Memorial Auditorium. And, me to work at 13th and I.

What use is a more frequent bus if it doesn't take people to the services and places they need?

Allison

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Hi Ms. Souza,

I am writing about the proposed changes to the bus stop route list for Route 42, particularly the elimination of all of the bus stops along F Street in Davis between 5th Street and Covell Blvd.

Since 1994, DCMH has operated a transitional housing program and resource center at 1111 H Street in Davis, one block away from the stops at 11th St and 14th St.

Many of the residents in our program there, both the transitional housing and the resource center, rely on the bus stops there to make trips to the county offices in Woodland and West Sacramento and to medical care at Sutter Davis and Communicare HealthCenter in Davis. Almost all of our clients do not own a motor vehicle or have any other means of transportation, except perhaps a bike.

In most years, the demand for bus use is so great that we bulk purchase lots of two way bus passes for our guests to use. Due to the pandemic, there has been less demand for them but we expect that to increase again as we move away from covid restrictions. Further, we are in the process of building a new facility at our 1111 H Street address which will add 18 individuals into permanent housing in that area who will need transportation services too! I would point out that the area of F Street between 8th St and Covell Blvd is an area of economic need in Davis.

Thank you for your time and consideration. If there are any questions, please contact me.

Bill Pride

Executive Director, Davis Community Meals and Housing

### **Summary of Public Comments Received on Proposed YoloGo Phase 1 Service Changes (received since board packet distribution July 9, 2021)**

I am commenting on the cancellation of the middle 230 express bus. Once passengers are back at work, it will be difficult to fit everyone on two busses. The reduction of 230 busses will likely be more successful if you can make the remaining two runs equally appealing. My guess is the very early morning bus and last bus of the day will continue to have low ridership while the other remaining runs will be crowded. Prior to covid, I noticed people, including myself, did not want to go on the last bus back to Davis because it was extremely unreliable. A wait of half an hour or more was quite common. If the last bus could be more reliable, more people would take it.

Thanks,  
-Anne

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I was a regular rider on the 43 before the pandemic and will likely continue to ride the 43 if/when state workers return to work in person. While many state workers get off work before 5 p.m., others, particularly attorneys like me, cannot always leave the office early enough to get to the last express bus of the day. In fact, many of my colleagues have shown interest in riding the bus but choose not to do so for fear that they will be stuck in Sacramento after hours without an efficient way back to Davis. I think a small change would alleviate this issue.

Please replace the evening 232 route with another 43 route that serves people leaving Sacramento around 5:30. I recognize that the new 42 schedule will increase frequency during certain periods of the day, but under the proposed schedule, the 42 that leaves Sacramento around 5:30 would not arrive in Davis any earlier than the old 232 and would not serve Wildhorse (where I live). Staggering the departures from Sacramento so that the 43 leaves downtown around 5:15 and 5:35 and the 42 leaves downtown around 5:55 and 6:15 would more effectively serve a greater share of commuters that live in Davis.



Thank you for your hard work on the YoloGo service changes.

Matthew Wise

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Thank you so much for taking a look at the YoloBus system to figure out how best to serve the county's needs, especially as we try to emerge from the past year-plus of the pandemic.

I am writing to express some concerns I have as someone who uses YoloBus for both my work commute and for casual transportation between various locations in Yolo County. Prior to the pandemic changes, I took 43 and 232 from the proposed eliminated stop at Covell and Pole Line in Davis to J and 8th, which was the closest Sacramento stop to my office on 12th Street. Because of my work schedule and duties, I would catch 232 back to Davis (if I had to work any later, or if I happened to miss that later bus, I would just have to wait for 42A). For work on weekends, I would take 42B from that Covell/Pole Line stop.

I'm happy to see that YoloBus is planning to increase service frequency for the 42 line. It was always frustrating to have to wait for the next hour if I happened to just miss the bus (which sometimes would leave earlier than the posted schedule, leaving me without much I could do except to wait an hour). I am concerned that the Northern part of Davis is left without a YoloBus route (much less South Davis).

I would also request that YoloBus look into reinstating some of the 43 routes that have been discontinued due to the pandemic. Currently there are only the two 43 routes in the morning, which are not supplemented by the increased 42 frequency because of the elimination of the stops in Northeast Davis. In the afternoon, there will only be the three 43 routes. With the elimination of 232, there will not be an express route that starts after 5P.

Thank you for taking public comment on this much appreciated update to the YoloBus system. I look forward to hoped-for efficiency coming soon.

Sincerely,

~ John Tan

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Greetings Everybody:

While my work hours are in direct conflict with my ability to attend both virtually and/or in-person, I want to produce some invaluable communication regarding Phase 1 of the YoloGo service changes, now that we have gotten to tonight's public hearing on this important topic.

First of all, thank you Kristen Mazur for the telephone conversation of 07/06/2021. That in particular set the stage for tonight's public hearing.

I am pleased to update everyone tonight that the 9th & K bus stop in Downtown Sacramento is once again open and serving customers of Route 86 (San Juan - Silver Eagle) and Route 88 (West El Camino). Based on this, in particular, I would encourage YoloBus to begin utilizing this bus stop for Routes 42A & 42B effective Sunday, August 29th, while setting up an informal meeting with SacRT to see if they are open to the idea of laying over Routes 86 and 88 on 15th at K Streets instead, so as to eliminate any potential of overcrowding of 40-foot vehicles on 9th at K Streets. Please let me know if this is something they're open to doing effective Sunday, August 29th.

On a related note, I totally agree with the graphics shown in the staff report(s) regarding the realigned route alignment(s) for Routes 42A and 42B in both Downtown Sacramento and in the City of Davis. The "South Davis" loop on the existing 42A and 42B needs to be eliminated. That does not streamline Routes 42A and 42B. That particular loop should be the responsibility of Unitrans. We had a great amount of outreach on routing and route alignment. This is way too important to pass up, and with that, I will strongly recommend an "AYE" vote on the 42A and 42B route alignment in the staff recommendation.

The one change from the staff report(s) that I will mention, and its importance is the launch date. I strongly recommend moving September 5th to August 29th so that new routes and schedules begin the Sunday “before” Labor Day Weekend, and not the Sunday during a Holiday Weekend. When considering factors like airport passenger traffic, riders want a comfort level that their transit service is not on an old schedule when they get away, then on a new and different schedule when they return. Launching the change in service on August 29th benefits this point. Second is that many schools and school districts in the SACOG Region will begin on or before August 30th so as to get a whole week of instruction in prior to the Labor Day Holiday Weekend. Lastly, with YoloBus and SacRT coordinating more than they ever have before (Think Causeway Connection in particular) it would benefit YoloBus considerably if the service change launch date were moved up from September 5th to August 29th. SacRT will next implement service changes on Sunday August 29th. Their last service changes for fixed route took effect back on June 20th.

I will add my strong support to the staff recommendation(s) in Table 1 provided here in Item 9.

Lastly, I want to comment on the draft schedule/timetable provided in the attachment(s) here in Item 9 for Routes 42A and 42B. The draft schedule is by no means going to be perfect, even in draft form. Let’s be honest about this. I would strongly encourage the board this evening to direct staff to continuously do schedule monitoring, including but not limited to ridership trends and tracking per trip in the draft schedule(s) as well as the monitoring of traffic patterns and how they are changing. Finally, I would ask the board to have staff return at future board meetings regarding any public comments received on the schedules once the route changes take effect, and bring back, for news, information, and action if necessary, schedule changes for Route 42A and 42B on a quarterly basis. If such major or minor changes in schedules are necessary, I would encourage them to occur every January, April, June, and September, as well as in consultation with both TransDev and the Amalgamated Transit Union.

In closing, I want to applaud everyone involved in this multi-year YoloGo Project, as well as the team from Dan Boyle and Associates. I’m sure that they’re watching from somewhere out there to see that this is going to become successful, as well as now retired Executive Director Terry V. Bassett. He was instrumental in his involvement on this project as anybody, and I will certainly be thinking of him during this item. As time in my schedule allows, I will watch the replay of this meeting on the “Yolo County Transportation District” YouTube page. Thank you to Jose Perez for making mention of this particular Channel on the YouTube Application for mobile and tablet devices.

Should you need to get hold of me and follow-up with this important topic this Monday, July 12th evening, please feel free to contact me on my iPhone at anytime.

Sincerely,  
Mike Barnbaum

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**Summary of Public Comments Received on Proposed YoloGo Phase 1 Service Changes  
(received since prior email 9:00 am July 12, 2021)**

Dear YCTD Board of Directors,

As a Davis city resident, I have been very appreciative of the flexibility that the various YoloBus routes have provided me to travel for both work and leisure to other surrounding areas. The stops South of the I-80 freeway in Davis have allowed me to commute to my internships and now my job in downtown Sacramento. As an environmentally conscious person, I greatly appreciate that I can walk 10-15 minutes and be able to catch the bus instead of driving by myself each morning. The proposed revisions to the 42A/42B would force residents to drive or walk 30-50 minutes and cross the freeway entrance to get to the nearest stop.

I highly encourage continuing to support the stops South of the I-80 (Chiles at Mace and El Cemente at Glide) so that residents on this side of the city can continue to have access to public transportation. Please consider maintaining support through the 42A/42B route revisions or continuing service for the 44AM/PM and/or 232AM/PM.

Your time is greatly appreciated.

Selena Silva

Selena Silva

YCTD Board of Directors,

I am writing this in response to the proposed changes to the Yolo bus service. In particular, the service changes being made in South Davis; Removal of bus lines 44, 232, and rerouting 42 A&B out of south Davis. It appears that the new proposed plan is to remove all bus lines from south Davis, completely removing south Davis from the service area.

I am a resident of south Davis and before Covid I was a frequent commuter of service line 44. This was the main service line that served south Davis. Now with the removal of state restriction, I am looking at commuting back into Sacramento every day. The new proposed service plan leaves no bus lines in the area that I would be able to use. This leaves the alternatives of driving to another bus stop in Davis or using Amtrak. Driving into Sacramento is not an alternative due to the long waitlist for monthly parking permits.

I am asking the board to reconsider the new proposed service plan and reevaluate the removal of ALL bus lines from south Davis. It seems like there could be a better alternative that would still provide service to the area, such as reducing the number of service times or adding stops to service line 43 that would service south Davis. Thank you for your time and consideration.

Jaelen Pearson

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Chair Loren closed the Public Hearing at 7:37 pm

Director Frerichs asked staff to comment on Mr. Vink's concerns. Mr. Perez explained the outreach process over the past 2 years to each of the communities in Yolo County.

Director Stallard stated that the process had been underway for a long period of time.

Director Ledesma stated the board and District would take changes lightly but had been working to streamline routes for efficiency as well as increasing frequency.

#### **Minute Order 2021-24**

Director Ledesma made the motion, seconded by Director Saylor, to approve the recommended service changes effective September 5, 2021. Roll call resulted in:

AYES: Frerichs, Ledesma, Loren, Saylor, Stallard

NOES: None

ABSENT: None

ABSTAIN: None

The motion passed.

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

Mr. Perez presented an overview of the staff report.

#### **Public Comment**

Mr. Candela stated he had been asking for reinstatement of the routes 210 and 214 for 14 months without success. He stated that he had been unable to successfully speak to staff. He registered a complaint about poor accessibility to the bus shelter in front of the District offices.

Todd Edelman stated that the I-80 project would be a step backwards in that it would encourage additional

auto traffic.

Mr. Hirsch stated that climate change was not addressed in the proposals, and he was concerned that managed lanes would simply encourage more automobile traffic.

Incoming Chair Saylor thanked outgoing Chair Loren for her leadership during the trying times of FY 2020-2021. Director Stallard also thanked Chair Loren for her kindness and competence. Director Ledesma thanked Chair Loren for her remarkable job of leadership during the pandemic. Director Dulcich also expressed his appreciation of Ms. Loren's leadership. Director Frerichs stated he was grateful for Chair Loren's taking over for former Director Anderson during difficult times.

### **Regular meeting adjournment**

The Regular Session was adjourned at 8:13 pm at which time the board went into Closed Session. Chair Loren stated that no report was expected at the conclusion of the Closed Session.

### **Agenda Item 11 – Closed Session**

Public Employment, Employee Appointment or Evaluation

Pursuant to Government Code Section 54957

Position Title: Executive Director

### **Agenda Item 12 - Adjournment**


Respectfully submitted:

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

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## BOARD COMMUNICATIONS: YOLO COUNTY TRANSPORTATION DISTRICT

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

<b>Topic:</b> Approve YCTD FY 2021-22 State of Good Repair Project List	<b>Agenda Item #:</b>  <b>Agenda Type:</b>	<b>7b</b>  <b>Deliberation/Action</b>
		<b>Attachments</b> <input checked="" type="radio"/> <b>Yes</b> <input type="radio"/> <b>No</b>
<b>Prepared by:</b> Kristen Mazur	<b>Approved by:</b> 	<b>Meeting Date:</b> August 9, 2021

### RECOMMENDATION:

It is recommended that the Yolo County Transportation District Board of Directors adopt Resolution R 2021-06 approving the project list for FY 2021-22 for the California State of Good Repair Program.

### REASON FOR RECOMMENDATION:

A Board resolution is required to receive these funds, which are available for eligible transit maintenance, rehabilitation and capital projects.

### BACKGROUND:

Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 established the State of Good Repair (SGR) Program. The program provides approximately \$105 million overall to transit operators across California, with \$3.9 million available for the SACOG four-county region. These funds are distributed to transit operators for eligible transit preventative maintenance, rehabilitation, and capital projects. The SGR Program allocates SB 1 funds through the State Transit Assistance (STA) formula, with half allocated by population and half by transit operator revenues per Public Utilities Code Sections 99313 and 99314.

Under Caltrans' program guidelines, SACOG is responsible for programming the SGR regional funds to the transit operators in the four-county region (Sacramento, Sutter, Yolo, and Yuba). Transit operators are required to submit their annual project lists to SACOG and to Caltrans, and to have their project lists formally adopted by their Board of Directors. FY 2022 SGR project lists and accompanying Board resolutions are due to Caltrans by September 1, 2021.

YCTD's FY 2021-22 SGR allocation is \$273,581, which includes YCTD's population-based (99313) and revenue-based (99314) shares.

Staff recommends putting YCTD's entire FY 2021-22 SGR allocation toward the following project from the FY 2021-22 Capital Budget:

Project	Proposed FY 2021-22 SGR Amount	Amount in FY22 Capital Budget
Bus Washer/Water Recycler Replacement	\$273,581	\$400,000

The YCTD SGR project list can be amended at a later date if needed.

### BUDGET IMPACT:

None. This project is already included in the FY22 Capital Budget.

**YOLO COUNTY TRANSPORTATION DISTRICT**

**RESOLUTION NO. 2021-06**

(Resolution Approving the Project List for FY 2021-22 for the California State of Good Repair Program)

**WHEREAS**, Senate Bill 1 (SB1), the Road Repair and Accountability Act 2017, establishing the State of Good Repair (SGR) program to fund eligible transit maintenance, rehabilitation and capital project activities that maintain the public transit system in a state of good repair; and

**WHEREAS**, the Sacramento Area Council of Governments (SACOG) is an eligible project sponsor and may receive and distribute State Transit Assistance - State of Good Repair funds to eligible project sponsors (local agencies) for eligible transit capital projects;

**WHEREAS**, SACOG is distributing SGR funds to eligible project sponsors (local agencies) under its regional jurisdiction; and

**WHEREAS**, SACOG concurs with and approves the attached project list for the State of Good Repair Program funds.

**NOW, THEREFORE, IT IS HEREBY RESOLVED, ORDERED, AND FOUND** by the Board of Directors of the Yolo County Transportation District, State of California, as follows:

1. The foregoing recitals, and each of them, are true and correct.
2. The SB1 State of Good Repair Project List for FY2021-22, attached hereto as Exhibit A, is approved.
3. YCTD agrees to comply with all conditions and requirements set forth in the Certification and Assurances document and applicable statutes, regulations and guidelines for all SGR funded transit capital projects.
- 3 The YCTD Executive Director, or his/her designee, the Deputy Director of Operations, Planning, and Special Projects, or the Deputy Director of Finance, Grants, and Procurement be authorized to submit a request for Scheduled Allocation of the SB1 State of Good Repair funds and to execute the related grant applications, forms and agreements.

**PASSED AND ADOPTED** by the Board of Directors of the Yolo County Transportation District, County of Yolo, State of California, this 9<sup>th</sup> day of August 2021, as follows:

AYES:

NOES:

ABSTAIN:

ABSENT:

Yolo County Transportation District

By \_\_\_\_\_

Don Saylor, Chair  
Board of Directors

ATTEST:

By \_\_\_\_\_

Kathy Souza, Clerk to the Board  
Yolo County Transportation District

**Exhibit A**


**YCTD SB1 State of Good Repair Project List for FY2021-22**

Project	FY 2021-22 SGR Amount
Bus Washer/Water Recycler Replacement	\$273,581



**BOARD COMMUNICATIONS: YOLO COUNTY TRANSPORTATION DISTRICT**

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

<b>Topic:</b> Receive Update on Microtransit Expansion - Woodland	<b>Agenda Item#:</b>  <b>Agenda Type:</b>	<b>7c</b> <b>Info/Discussion</b>
<b>Prepared By: Kristen Mazur</b>	<b>Approved by:</b> 	<b>Attachments:</b> Yes <input type="radio"/> No <input checked="" type="radio"/>
		<b>Meeting Date: August 9, 2021</b>

**RECOMMENDATION:**

It is recommended that the Yolo County Transportation District (YCTD) Board of Directors receive an update on the planned expansion of microtransit to the City of Woodland.

**REASON FOR RECOMMENDATION:**

In approximately January 2022, select fixed route services in the City of Woodland will be replaced with intracity microtransit service. Because this reflects a significant shift in YCTD's transit service offerings, staff intends to regularly update the Board on microtransit-related activities and developments.

**BACKGROUND:**

YCTD staff has been meeting regularly with City of Woodland staff to plan for the expansion of microtransit services to the City of Woodland. As discussed at the April 2021 Board meeting, staff intends to go out to bid for a new microtransit software provider for use in all three of YCTD's existing and planned microtransit service areas (Knights Landing, Winters and Woodland). To ensure that the solicitation attracts a competitive number of bidders that can satisfactorily meet YCTD and the City's goals for microtransit, YCTD and City staff have started conducting the following research, which will continue through the summer:

- Meeting with peer agencies who have implemented microtransit and can share lessons learned
- Conducting one-on-one meetings with potential offerors and/or releasing a Request for Information (RFI) to ascertain what technology is available in the rapidly changing marketplace

After this research is complete, YCTD staff, in consultation with City of Woodland, will develop a solicitation that will allow for maximum competition. The solicitation will incorporate the Board's goals for microtransit overall, which were discussed at the April 2021 Board meeting, as well as the City of Woodland's specific goals for the Woodland microtransit service. The goal is to have microtransit provider under contract by Fall 2021, to have that contractor provide technical assistance to finalize the design of the Woodland microtransit service (e.g., geographic area, number of vehicles, fares) and to launch the Woodland microtransit service by approximately January 2022.

YCTD and City of Woodland staff agree that, to ensure maximum flexibility and allow the use of federal funding on the Woodland microtransit services, the microtransit service as well as the solicitation itself needs to be compliant with all Federal Transit Administration (FTA) regulations.

**BUDGET IMPACT:**

None. Funds are already included in the FY 2022 budget.

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# BOARD COMMUNICATIONS: YOLO COUNTY TRANSPORTATION DISTRICT

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

<b>Topic:</b> YCTD Executive Director Agreement	<b>Agenda Item#:</b>  <b>Agenda Type:</b>	<b>9</b>
		<b>Deliberation/*Action</b>
		<b>Attachments:</b> <span>Yes</span> No
<b>Prepared By:</b> Hope P. Welton, District Counsel		<b>Meeting Date:</b> August 9, 2021

## RECOMMENDATION:

It is recommended that the Yolo County Transportation District (YCTD) Board of Directors approve an agreement with Autumn Bernstein as the new YCTD Executive Director, effective September 1, 2021.

## REASON FOR RECOMMENDATION:

YCTD is in need of an Executive Director to lead the agency.

## BACKGROUND:

The previous YCTD Executive Director retired from service with YCTD on April 2, 2021, and as of April 3, 2021, YCTD is in need of a new Executive Director with the specialized skills, knowledge, and experience in order to ensure the YCTD Board vision, values, and priorities are successfully implemented. After completing the recruitment process, Autumn Bernstein has been selected by the YCTD Board as the District's new Executive Director.

Terms of the Agreement include, but are not limited to, the following:

- The initial term of this Agreement shall be for three (3) years from the Effective Date, beginning September 1, 2021 and terminating on August 31, 2024.
- The Executive Director is to be paid the annual sum of \$200,000.00 subject to annual review.
- Contribution to YCTD's Deferred Compensation Plan in an amount up to 5% of the Executive Director's base salary.
- The Executive Director, and their dependents, shall be eligible for group health, dental and vision insurance with 100% of the Executive Director's health insurance premiums consistent with YCTD policy for allowable cost plans being covered.
- The Executive Director shall accrue vacation leave at the rate of twenty (20) days per year (160 hours per year), earned on a pro rata basis per pay period, and may accrue up to 320 hours of vacation leave.
- The Executive Director shall receive a term life insurance policy in the amount of not less than \$1,000,000.00, provided the annual cost for premiums does not exceed \$2,500.00. Otherwise, Executive Director shall receive a term life insurance policy in the highest amount obtainable with an annual premium cost that does not exceed \$2,500.00.
- YCTD will reimburse the Executive Director up to \$5,000.00 to offset relocation expenses.

## BUDGET IMPACT:

YCTD has sufficient funds to meet the terms of this Agreement.

**AGREEMENT FOR PERSONAL SERVICES**  
**between**  
**YOLO COUNTY TRANSPORTATION DISTRICT**  
**and**  
**AUTUMN BERNSTEIN**

This AGREEMENT FOR PERSONAL SERVICES (hereinafter "Agreement"), effective September 1, 2021 ("Effective Date"), is made and entered into between the YOLO COUNTY TRANSPORTATION DISTRICT (hereinafter "YCTD"), a California special district, and AUTUMN BERNSTEIN, an individual to be employed by YCTD as its Executive Director.

Recitals

YCTD's Board of Directors (hereinafter "Board") desires to enter into this Agreement and employ AUTUMN BERNSTEIN as its Executive Director under the terms and conditions set forth herein.

NOW THEREFORE IT IS AGREED by YCTD and AUTUMN BERNSTEIN (hereinafter "Executive Director") as follows:

- I. DUTIES: The Executive Director is the lead position at YCTD and shall perform all duties, assume all obligations, and constantly meet all qualifications of the office of Executive Director as described herein, and as such duties, obligations and qualifications may, from time to time, be amended by the Board. The Executive Director shall be subject to all pertinent policies, ordinances, resolutions, rules, regulations and all other lawful orders and directives of the Board and YCTD. Said duties and obligations shall be performed in an efficient and professional manner and in conformance with the standards generally prevailing for the performance of the duties and obligations pertaining to the position of similar managerial positions of public or private entities. Notwithstanding any other provision herein, the Executive Director shall serve at the pleasure of the Board and may be discharged at any time with or without cause, subject only to Section XI of this Agreement.

The Executive Director's essential duties and functions shall include, but not be limited to, the following:

- Regularly update and undertake activities to meet the vision, values, and priorities of the Board.
- Implement and maintain a robust communications program.
- Organize and administer Board and YCTD committee meetings; represent YCTD before YCTD jurisdictions, various individuals/groups/agencies, and public and private organizations at federal, state and local levels.
- Develop and manage operating and capital budgets for all YCTD activities; implement methods to optimize YCTD access to outside funding.

- Approve purchases of assets listed in the adopted budget or by minute order; authorize contracts and other purchases approved by the Board.
  - Submit grant applications for YCTD capital, planning, and service projects; facilitate grant agreements and related supplemental documents or projects approved by the Board.
  - Perform service planning, scheduling and route/run reductions where appropriate; organize and conduct workshops and public hearings on transit matters affecting existing and/or future riders.
  - Oversee YCTD's activities relative to being the congestion management planning agency for the County of Yolo.
  - Work with air quality districts and other parties to optimize the use of zero and low emission vehicles.
- II. EXECUTIVE DIRECTOR AND BOARD RESPONSIBILITIES: The Board is the governing body of YCTD and retains the responsibility of formulating and adopting YCTD policy. The Executive Director has the primary responsibility for the implementation of YCTD policy in accordance with the Board's direction.
- III. PERSONNEL MATTERS: The Executive Director has the additional responsibility to hire, train, discipline, and discharge YCTD's employees, including administrative and supervisory staff to best serve YCTD. It is, however, understood and agreed that these responsibilities are specifically limited by the fact that the Board must specifically approve the creation and authorization of positions, and the establishment and adjustment of pay scales.
- IV. EFFECTIVE DATE AND TERM: The initial term of this Agreement shall be for three (3) years from the Effective Date, beginning September 1, 2021 and terminating on August 31, 2024. The Executive Director agrees to remain in the exclusive employ of YCTD during the term of this Agreement. The term of this Agreement may be extended by mutual agreement of the parties.
- V. COMPENSATION: The Executive Director is to be paid the annual sum of \$200,000.00 for fulfilling the duties described herein, accruing neither overtime nor compensatory time, monthly in accordance with YCTD's standard payroll procedures, subject to the following adjustments:
- a. Each year the Board shall review the Executive Director's performance and based upon performance of the duties and meeting or exceeding the agreed upon performance objectives determine if a merit-based salary or other salary and/or benefit increase is warranted and act accordingly. Any such increases will be subject to a written amendment to this Agreement. Any merit-based salary or other salary and/or benefit increase shall be determined by the Board in its sole discretion. The determination of the Board is not subject to challenge by the Executive Director in any manner.
- VI. HOURS OF WORK: The regular business hours of YCTD are 8:00 AM to 5:00 PM. It is recognized that the Executive Director must devote a great deal of time outside the normal

hours of business for YCTD, and to that end the Executive Director shall be allowed to establish an appropriate work schedule. The schedule shall be appropriate to the needs of YCTD and shall allow the Executive Director to faithfully perform the assigned duties and responsibilities. This position is FLSA exempt and the Executive Director shall not be entitled to overtime or compensatory time off. While some circumstances may necessitate virtual work, the Executive Director is expected to perform the majority of the Executive Director's duties at the YCTD office. When unavailable, the Executive Director shall ensure that duties have been properly and appropriately delegated to qualified YCTD staff.

VII. BENEFITS: The Executive Director shall be afforded the following benefits package:

- a. CalPERS retirement benefits, formula based on membership date.
- b. YCTD shall match the Executive Director's contribution to YCTD's Deferred Compensation Plan in an amount up to 5% of the Executive Director's base salary.
- c. The Executive Director, and their dependents, shall be eligible for a group health insurance plan through the California Public Employees Retirement System (Cal-PERS). YCTD shall cover 100% of the Executive Director's health insurance premiums consistent with YCTD policy for allowable cost plans.
- d. The Executive Director, and their dependents, shall be eligible for dental and vision insurance plans provided through the County of Yolo. YCTD shall cover 100% of the Executive Director's dental and vision insurance premiums consistent with YCTD policy for allowable cost plans.
- e. The Executive Director shall accrue vacation leave at the rate of twenty (20) days per year (160 hours per year), earned on a pro rata basis per pay period. The Executive Director may accrue up to 320 hours of vacation leave.
- f. The Executive Director shall accrue sick leave at the rate of twelve (12) days per year (96 hours per year), earned on a pro rata basis per pay period with unlimited accrual.
- g. The Executive Director shall receive a term life insurance policy in the amount of not less than \$1,000,000.00, provided the annual cost for premiums does not exceed \$2,500.00. Otherwise, Executive Director shall receive a term life insurance policy in the highest amount obtainable with an annual premium cost that does not exceed \$2,500.00.
- h. YCTD will reimburse the Executive Director up to \$5,000.00 to offset relocation expenses. This payment is considered income by the IRS and applicable taxes and withholding will apply. Should the candidate leave the employ of YCTD prior to a year of service, 100% of the benefit paid will be deducted in full from any moneys owed the Executive Director, including salary, vacation, or severance. Should the candidate leave the employ of YCTD after one year of service but prior to two years of service, 50% of this benefit will be deducted in full from any moneys owed the Executive Director, including pay, vacation, or severance.

VIII. GENERAL BUSINESS EXPENSES:

- a. YCTD shall provide electronic equipment necessary to ensure the Executive Director accessibility and availability pursuant to this Agreement.
- b. Subject to prior approval of the Board, YCTD agrees to pay for professional dues and subscriptions of the Executive Director, as may be necessary for professional development, membership and participation in regional, state, and local associations, and organizations necessary and desirable for the Executive Director's continued professional participation, growth, and advancement, and for the good of YCTD.
- c. Subject to prior approval by the Board, YCTD agrees to pay for travel and subsistence expenses (alcoholic beverages excluded) of the Executive Director for professional and official travel, meetings, short courses, institutes, seminars and occasions to regional, state, and local governmental groups and committees in which the Executive Director serves as a member to adequately continue the professional development of the Executive Director and to pursue necessary official functions for YCTD.

IX. PERFORMANCE OBJECTIVES: The Executive Director shall meet annually with the Board by the anniversary of the Effective Date of this Agreement to identify YCTD's and the Executive Director's performance objectives for the following year. Said performance objectives shall be proposed by the Executive Director in writing and submitted to the Board for approval. If the Board does not approve said performance objectives, they shall establish reasonable performance objectives following consultation with the Executive Director. The performance objectives shall be consistent with Board policy and the duties and responsibilities set forth in this Agreement. The Board reserves the right to evaluate the Executive Director's performance at any other time as it may, in its sole discretion, determine.

X. EVALUATION: The Board shall initially evaluate the performance of the Executive Director at six (6) months from appointment and annually thereafter on or before the anniversary of the Effective Date of this Agreement. The evaluation shall be based on the duties and agreed upon performance objectives. In its discretion, the Board may, following the first annual evaluation pursuant to this Agreement, consider modification to the compensation or benefits provided herein.

Failure of the Board to complete the evaluation process shall not preclude the Board from giving notice of termination in accordance with the Termination section of this Agreement.

XI. TERMINATION AND DISMISSAL: The Executive Director shall serve at the will and pleasure of the Board and may be terminated at any time, with or without cause. Nothing in this Agreement shall be construed to prevent YCTD, in its sole discretion, from terminating this Agreement and the services of the Executive Director. The following provisions shall apply to termination and dismissal:

- a. If the Board terminates the employment of the Executive Director for cause, the termination shall be effective immediately and no severance shall be provided.
- b. If the Board terminates the employment of the Executive Director without cause, YCTD shall pay the Executive Director severance pay in an amount equal to three (3) months of the monthly base salary specified in Section V of this Agreement and continue health benefits for that period of time pursuant to Section VII of this Agreement.
- c. This severance payment shall be made within thirty (30) days of the effective date of the termination and is subject to applicable withholding taxes.

This Section XI is intended to comply with California Government Code section 53260 et seq. Pursuant to California Government Code section 53260, in no event shall the Executive Director receive a settlement that exceeds an amount equal to the monthly salary multiplied by the number of months remaining on the unexpired term of this Agreement.

Pursuant to California Government Code Section 53243.2, any lump sum severance payment or other non-contractual payments related to termination paid to the Executive Director under Section XI of this Agreement shall be fully reimbursed by the Executive Director to YCTD if the Executive Director is convicted of a crime involving an abuse of the office or position. For purposes of this Agreement, the phrase "abuse of the office or position" shall have the meaning set forth in Government Code section 53243.4. This Agreement shall be subject to the provisions of Government Code sections 53243-53243.4, which require reimbursement to YCTD under circumstances stated therein.

- XII. TERMINATION BY EXECUTIVE DIRECTOR: The Executive Director may terminate this Agreement at any time upon ninety (90) days written notice to the Board. In the event that the Executive Director should exercise the option to terminate this Agreement (resign from YCTD employment), the Executive Director shall not be entitled to any severance pay or continuation of health benefits.
- XIII. APPLICABLE LAW: This Agreement shall be constructed in accordance with, and governed by the laws of the State of California. Should any provision of this Agreement be determined by a court of competent jurisdiction to be invalid, the remainder of this Agreement shall nevertheless be binding and effective.
- XIV. ENTIRE AGREEMENT: This Agreement constitutes the entire Agreement between YCTD and the Executive Director and supersedes all prior agreements respecting the same subject.

YCTD and the Executive Director agree and acknowledge that no representations, inducements, promises or agreements, orally or otherwise, have been made by any party, or any one acting on behalf of any party, which are not included herein and that any agreement, statement, or promise not contained in this Agreement shall not be valid or binding on either party.



- XV. WAIVER OF RIGHTS: Any waiver at any time by either party hereto of its rights with respect to a breach or default, or any other matter arising in connection with this Agreement, shall not be deemed to be a waiver with respect to any other breach, default or matter.
- XVI. REMEDIES NOT EXCLUSIVE: Except as otherwise provided herein, the use by either party of any remedies specified herein for the enforcement of this Agreement is not exclusive and shall not deprive the party using such remedy of, or limit the application of, any other remedy provided by law.
- XVII. HEADINGS: Paragraph headings and titles of attachments as used herein are for convenience only and shall not be deemed to alter or modify the provisions of the paragraph headed thereby.
- XVIII. INTERPRETATION: The parties acknowledge that each party has reviewed, negotiated, and had an opportunity to discuss with counsel this Agreement and that the normal rule of construction to the effect that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of this Agreement or any document executed and delivered by any party in connection with transactions contemplated by this Agreement.
- XIX. WORKER'S COMPENSATION: Pursuant to the State of California Labor Code, Section 3700, et seq., YCTD shall secure workers' compensation insurance for the Executive Director.
- XX. INDEMNIFICATION: YCTD shall provide for the defense of the Executive Director in any action or proceeding alleging an act or omission within the scope of employment of the Executive Director in conformance with State law (Government Code sections 995, et seq.). In addition, any funds provided by YCTD for the legal criminal defense of the Executive Director shall be fully reimbursed to YCTD by the Executive Director if the Executive Director is convicted of a crime involving an abuse of the office or position as required under Government Code section 53243.1.
- XXI. AMENDMENTS: Any modifications of this Agreement will be effective only if in writing and signed by both YCTD and the Executive Director.
- XXII. NOTICE: Any notices required or permitted pursuant to this Agreement shall be given in person or by certified or registered mail, addressed as follows:

To YCTD:

Chair of the Board of Directors  
YOLO COUNTY TRANSPORTATION DISTRICT  
350 Industrial Way,  
Woodland, CA 95776

To the Executive Director:

AUTUMN BERNSTEIN  
[REDACTED]  
[REDACTED]

XXIII. COUNTERPARTS; ELECTRONIC SIGNATURES: This Agreement may be executed in several counterparts, each of which shall be deemed an original and all of which shall constitute one and the same instrument, and shall become effective when counterparts have been signed by each of the parties and delivered to the other parties; it being understood that all parties need not sign the same counterparts. The exchange of copies of this Agreement and of signature pages by facsimile transmission, by electronic mail in "portable document format" (".pdf") form, or by any other electronic means intended to preserve the original graphic and pictorial appearance of a document, or by combination of such means, shall constitute effective execution and delivery of this Agreement as to the parties and may be used in lieu of the original Agreement for all purposes. Signatures of the parties transmitted by means shall be deemed to be their original signatures for all purposes.

**IN WITNESS WHEREOF**, YCTD and the Executive Director hereto have executed this Agreement as of the Effective Date.

*Autumn Bernstein*

07/28/2021

AUTUMN BERNSTEIN

Date

\_\_\_\_\_  
YCTD Board Chair

\_\_\_\_\_  
Date

ATTEST:


By: \_\_\_\_\_

YCTD Secretary

\_\_\_\_\_  
Date

**BOARD COMMUNICATIONS: YOLO COUNTY TRANSPORTATION DISTRICT**

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

<b>Topic:</b> Receive Update and Set Public Hearing to Consider Adoption of the YoloGo Phase 2 Service Changes	<b>Agenda Item#:</b>  <b>Agenda Type:</b>	<b>10</b>
		<b>Deliberation/*Action</b>
<b>Prepared By: Kristen Mazur, Jose Perez</b>	<b>Approved By:</b> 	<b>Attachments:</b> <input checked="" type="radio"/> <b>Yes</b> <input type="radio"/> <b>No</b>
		<b>Meeting Date: August 9, 2021</b>

**RECOMMENDATION:**

It is recommended that the YCTD Board of Directors receive an update on YoloGo implementation and set a public hearing for September 13, 2021 to consider adoption of the YoloGo Phase 2 service changes.

**REASON FOR RECOMMENDATION:**

Before implementing the YoloGo Phase 2 service changes, the Board needs to hold a public hearing on the proposed changes.

**BACKGROUND:**

The YCTD Board adopted the Final Comprehensive Operational Analysis (YoloGo) study at its April 2021 meeting. The YoloGo study included several recommended service changes aimed at increasing ridership and increasing the efficiency and effectiveness of Yolobus services. The Board approved the phased implementation of the YoloGo service changes at the June 2021 Board meeting and held a public hearing for and approved the Phase 1 service changes at the July 2021 Board meeting.

A detailed schedule showing each YoloGo route change and its proposed implementation date is included as **Attachment i**.

**Update on Phase 1 implementation activities**

Since the Phase 1 service changes were approved in July, staff has completed the following activities:

- Refined the route schedules as needed in response to public comments submitted as part of the public hearing
- Prepared print materials for public outreach (route brochures for all revised routes, flyers, posters, A-frames, “bus stop closed” signage, etc.)

The following are the next steps:

- Digital outreach (social media, website, email, etc.)
- In-person outreach including
  - Transit ambassadors riding buses and at transit centers
  - Tabling and outreach events (UC Davis, Farmers Markets, Celebrate Davis Event)
- Press releases
- Notifying partner agencies and organizations (schools, nonprofits, etc.)
- Presentations to City Councils (on YoloGo in general, including Phase 1 service changes)

**Phase 2 public hearing and next steps**

The Phase 2 service changes are focused on West Sacramento, and include the following:

- Discontinue Routes 35 and 39 in Southport and replace those two services with a new Route 37 (a hybrid of the 35 and 39 routes) that operates on weekdays only
- Minor adjustments to local routes 40, 41 and 240
- Discontinue Route 241

The launch date of the Phase 2 changes is tentatively proposed for October 18, 2021, but may be adjusted slightly if needed. If the Board approves the Phase 2 public hearing date of September 13, 2021, staff will notify the public of the proposed Phase 2 service changes and advertise the opportunity to submit comments on the changes, either in writing or in-person, at the September 13<sup>th</sup> public hearing.



YCTD staff has consulted with City of West Sacramento staff on this proposed Phase 2 schedule and they are comfortable with the timeline. YCTD staff also plans to coordinate our YoloGo outreach with the City's promotion of alternative modes of transportation, and is scheduled to present on the YoloGo Phase 2 changes at the City of West Sacramento's Transportation, Mobility & Infrastructure (TM&I) Commission on September 6, 2021.

## **BUDGET IMPACT:**

None. Phased implementation of YoloGo service changes has already been factored into the FY 2022 budget.

## YoloGo Phased Implementation

8/9/2021

**Bold text** = route/service is currently operating = represents increase in service compared to current service levels = represents decrease in service compared to current service levels

City	Route	Express (E) or Commute (C)	Weekday/ Sat/Sun	YoloGo Service Change
<b>Phase 1 : Sunday, September 12, 2021</b>				
<b>Intercity</b>	<b>42A/42B</b>		<b>7 days per week</b>	<b>Increase frequency from 60-minute to 30-minute during peak hours 7 days per week; Streamline in downtown Sacramento and Davis; Operate through Sacramento on all trips; Restore early/late trips; minimize layover</b>
Davis	43R	E	Weekday	Bring back two 43R trips (one AM & one PM)*
Davis	44	E	Weekday	Permanently discontinue
<b>Davis</b>	<b>230</b>	<b>E</b>	<b>Weekday</b>	<b>Make COVID service-reductions permanent</b>
Davis	232	E	Weekday	Permanently discontinue
Winters	220		Weekday, Sat	Permanently discontinue
Woodland	45X	E	Weekday	Permanently discontinue
Woodland	46	E	Weekday	Permanently discontinue
Woodland	242	C	Weekday	Permanently discontinue
Woodland	243	C	Weekday	Permanently discontinue
Knights Landing	216		Weekday	Permanently discontinue (replaced with microtransit)
Dunnigan	217		Weekday	Permanently discontinue
<b>Phase 2: Approximately October 18, 2021</b>				
<b>West Sac</b>	<b>35</b>		<b>Weekday</b>	<b>Discontinue &amp; replace with new Route 37</b>
			<b>Sat, Sun</b>	<b>Discontinue</b>
West Sac	37		Weekday	Begin new Route 37 that is a hybrid of Route 35 & 39
West Sac	39	C	Weekday	Permanently discontinue & replace with new Route 37
<b>West Sac</b>	<b>40</b>		<b>Weekday</b>	<b>Restore early/late trips</b>
<b>West Sac</b>	<b>41</b>		<b>Weekday</b>	<b>Restore early/late trips</b>
<b>West Sac</b>	<b>240</b>		<b>Weekday</b>	<b>Shorten route; add time to schedule; restore early/late trips</b>
<b>West Sac</b>	<b>241</b>	<b>C</b>	<b>Weekday</b>	<b>Discontinue</b>
<b>Phase 3: January 2022 (no earlier than)</b>				
Woodland	210		Weekday	Permanently discontinue (replace with microtransit)
<b>Woodland</b>	<b>211</b>		<b>Weekday</b>	<b>Restructure with Route 212; restore early/late trips</b>
<b>Woodland</b>	<b>212</b>		<b>Weekday</b>	<b>Restructure with Route 211; restore early/late trips</b>
Woodland	214		Weekday	Permanently discontinue (replace with microtransit)
Woodland	YOUR Ride		Weekday	Replace 210 & 214 with Woodland Microtransit
Woodland	YOUR Ride		Sat, Sun	Begin new Woodland Microtransit service
<b>Davis</b>	<b>43</b>	<b>E</b>	<b>Weekday</b>	<b>Make COVID service reductions permanent, but bring back one additional vehicle trip per day†</b>
<b>Woodland</b>	<b>45</b>	<b>E</b>	<b>Weekday</b>	<b>Make COVID service reductions permanent, but bring back one additional vehicle trip per day‡</b>
<b>Phase and Date TBD (based on ridership/demand)</b>				
Winters	220C	C	Weekday	Bring back 220C (or another fixed route between Winters and Woodland that operates in coordination with microtransit)
<b>No changes as part of YoloGo</b>				
<b>Intercity</b>	<b>138 CCX</b>		<b>Weekday</b>	<b>None</b>
<b>Cache Creek</b>	<b>215</b>		<b>7 days per week</b>	<b>None</b>
<b>Winters</b>	<b>YOUR Ride</b>		<b>Weekday, Sat</b>	<b>Continue to replace 220 with Microtransit</b>
<b>Knights Landing</b>	<b>YOUR Ride</b>		<b>Weekday, Sun</b>	<b>Continue to replace 216 with Microtransit</b>

\* These two Route 43R trips are the return trips for the Route 43

† Bring back the 6:57am trip on Route 43R so that there are 3 AM trips and 3 PM trips

‡ Bring back 4:45pm trip on Route 45 so that there are 3 AM trips and 3 PM trips

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# BOARD COMMUNICATIONS: YOLO COUNTY TRANSPORTATION DISTRICT

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

<b>Topic:</b> Approve Temporary Operating Assistance in Davis and Amendment to Proposed Services Agreement with Unitrans	<b>Agenda Item#:</b>  <b>Agenda Type:</b>	<b>11</b>
		<b>Deliberation/Action</b>
		<b>Attachments:</b> <u>Yes</u> No
<b>Prepared By: Jose Perez</b>		<b>Meeting Date: August 9, 2021</b>

## RECOMMENDATION:

It is recommended that the Yolo County Transportation District (YCTD) Board of Directors:

1. Review the following YCTD staff report regarding the proposed temporary operating assistance of local fixed-route service in Davis, associated route maps, and schedules; and
2. Adopt the proposed temporary expansion of local fixed-route service as described below, and subject to changes made necessary by operational conditions, effective on or after September 22, 2021; and
3. Authorize the Acting Executive Director to sign the proposed Services Agreement with the Regents of the University of California on behalf of its University of California, Davis' Unitrans Department.

## REASON FOR RECOMMENDATION:

In order to provide the necessary level of public transit service to the City and University communities with full, regular academic year operations resuming in Davis on September 22, 2021, temporary YCTD assistance is needed. An updated Services Agreement between YCTD and the Regents of the University of California on behalf of its University of California, Davis' Unitrans department is desired to facilitate customer access and familiarity with the temporary services.

## BACKGROUND:

YCTD is proposing to provide temporary operations of planned Unitrans routes and schedules of Unitrans routes A, L, and Z during the academic Fall quarter and applicable academic break periods beginning September 22, 2021. YCTD is preparing to continue the temporary local Davis services through Spring 2022 if needed to meet demand. As the request for temporary service provision was prompted by a student driver shortage which may be alleviated quickly, the YCTD-operated local fixed-route services may be reduced to two lines in the Winter Quarter, and assistance in the Spring Quarter may not be needed.

The temporary expansion of YCTD fixed-route services in Davis will adhere to the routes and schedules previously developed by Unitrans. This will ensure a smooth transition for customers upon the return of service provision by Unitrans in 2022. Maps and schedules of the routes to be operated are presented in Attachment 1.

YCTD and Unitrans staff have established and conducted weekly meetings to discuss and plan for the proposed temporary local fixed-route service in Davis. These meetings cover various related topics including funding, fare coordination, operations and training, marketing and promotion, technology integration, and other topics as needed. The meetings are expected to continue through the duration of the temporary operating assistance, though the frequency may be modified as appropriate.

The proposed Services Agreement updates, clarifies, and simplifies the existing services agreement between YCTD and Unitrans. The agreement will facilitate customer fare payment and access to services, regardless of the service provider, simplifying any transition period for customers. In addition, the agreement will ensure the continued mutually beneficial arrangement allowing Davis residents and visitors streamlined and affordable access to YCTD services and information. The proposed agreement was reviewed by YCTD legal counsel, has a five-year horizon, and includes terms

for compensation to YCTD, reporting requirements, and termination (if needed).

The temporary operating assistance is estimated to require up to 15,750 hours of service, and 213,000 miles (depending on actual need and demand). YCTD will be responsible for the collection of operating and performance data for the routes, as well as all required reporting to local, state, and federal agencies, as applicable.

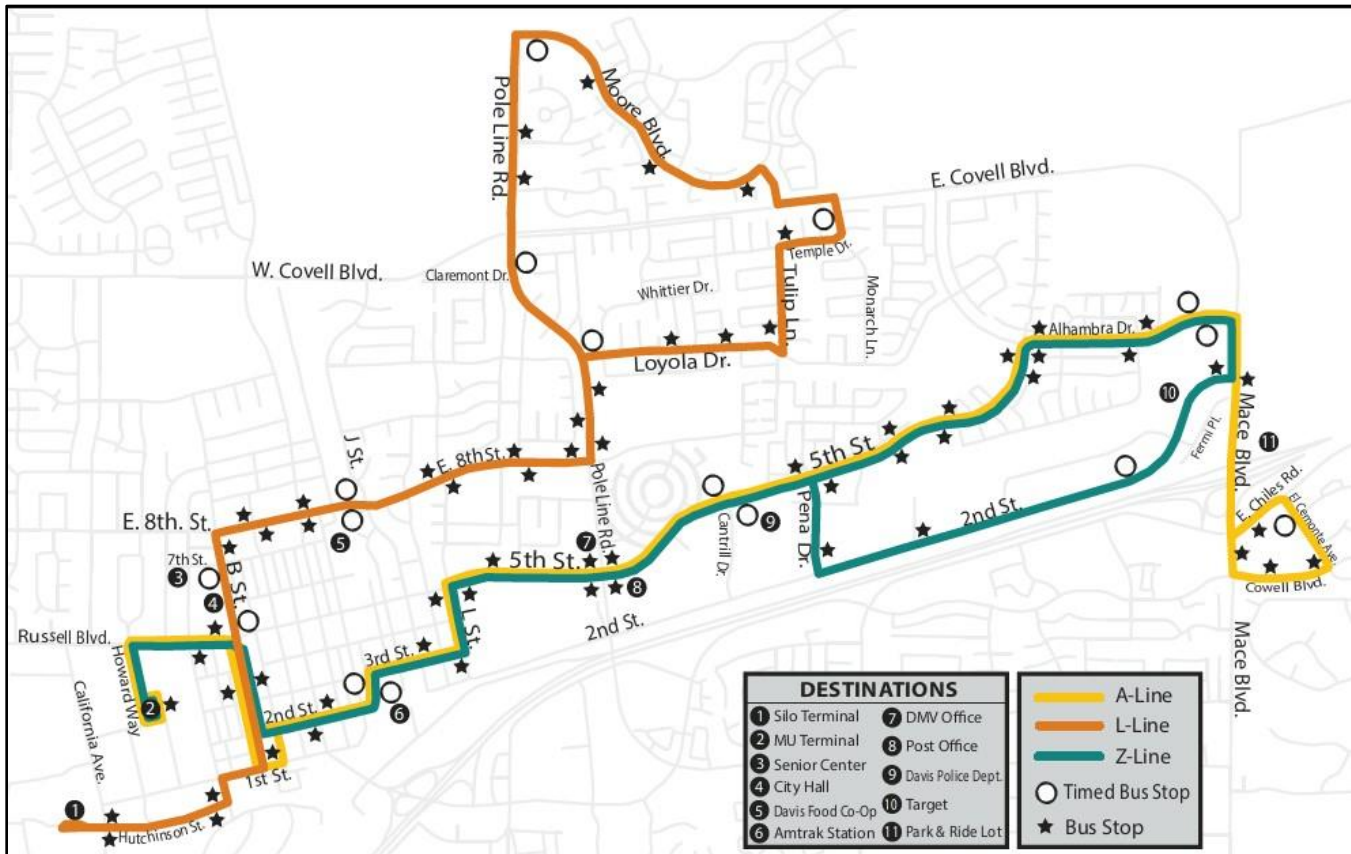
City staff, with assistance from Unitrans as needed, will coordinate the necessary approvals and processes with the City of Davis, including presentations to the Davis City Council at the end of August. YCTD staff will be available as needed to assist in the presentation and with any questions on this matter from the Council.

## **BUDGET IMPACT:**

Funding for the temporary assistance would be provided through funding sources already allocated to the City of Davis for the provision of public service. Instead of the City providing this funding for Unitrans service, the funding will be provided to YCTD. It is not anticipated that the assistance would increase operating expenses to YCTD at this time. Final costs, revenue sources, and impacts to respective agencies would be developed upon approval of a final operations assistance plan or Memorandum of Understanding.



## Attachment 1: Route Map and Schedules



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ROUTE A

REGULAR ACADEMIC WEEKDAY																														
Silo Terminal & Haring Hall (WB)		6:55	7:25	7:55	8:25	9:00	9:30	10:00	10:30	11:00	11:30	12:00	12:40	13:10	13:40	14:10	14:40	15:10	15:40	16:10	16:40	17:10	17:40	18:10	18:40	19:10	19:40	20:10	21:10	22:10
H St & 2nd St / Amtrak (NB)		7:02	7:32	8:02	8:32	9:07	9:37	10:07	10:37	11:07	11:37	12:07	12:47	13:17	13:47	14:17	14:47	15:17	15:47	16:17	16:47	17:17	17:47	18:17	18:47	19:17	19:47	20:17	21:17	22:17
5th St & Cantrill/Police Station (EB)		7:09	7:39	8:09	8:39	9:14	9:44	10:14	10:44	11:14	11:44	12:14	12:54	13:24	13:54	14:24	14:54	15:24	15:54	16:24	16:54	17:24	17:54	18:24	18:54	19:24	19:54	20:24	21:24	22:24
Alhambra Drive & Mace Blvd (EB)		7:14	7:44	8:14	8:44	9:19	9:49	10:19	10:49	11:19	11:49	12:19	12:59	13:29	13:59	14:29	14:59	15:29	15:59	16:29	16:59	17:29	17:59	18:29	18:59	19:29	19:59	20:29	21:29	22:29
El Cemonte Ave & Glide Drive (SB)	6:48	7:18	7:48	8:18	8:48	9:23	9:53	10:23	10:53	11:23	11:53	12:23	13:03	13:33	14:03	14:33	15:03	15:33	16:03	16:33	17:03	17:33	18:03	18:33	19:03	19:33	20:03	20:33	21:33	22:33
Alhambra Drive & Mace Blvd (WB)	6:53	7:23	7:53	8:23	8:53	9:28	9:58	10:28	10:58	11:28	11:58	12:28	13:08	13:38	14:08	14:38	15:08	15:38	16:08	16:38	17:08	17:38	18:08	18:38	19:08	19:38	20:08	20:38	21:38	22:38
5th St & Cantrill/Greystone (WB)	6:58	7:28	7:58	8:28	8:58	9:33	10:03	10:33	11:03	11:33	12:03	12:33	13:13	13:43	14:13	14:43	15:13	15:43	16:13	16:43	17:13	17:43	18:13	18:43	19:13	19:43	20:13	20:43	21:43	22:43
H St & 2nd St / Amtrak (SB)	7:04	7:34	8:04	8:34	9:04	9:39	10:09	10:39	11:09	11:39	12:09	12:39	13:19	13:49	14:19	14:49	15:19	15:49	16:19	16:49	17:19	17:49	18:19	18:49	19:19	19:49	20:19	20:49	21:49	22:49
Silo Terminal & Haring Hall (WB)	7:20	7:50	8:20	8:50	9:20	9:50	10:20	10:50	11:20	11:50	12:20	12:50	13:30	14:00	14:30	15:00	15:30	16:00	16:30	17:00	17:30	18:00	18:30	19:00	19:30	20:00	20:30	21:00	22:00	23:00

FINALS WEEKDAY																														
Silo Terminal & Haring Hall (WB)		6:55	7:25	7:55	8:25	9:00	9:30	10:00	10:30	11:00	11:30	12:00	12:40	13:10	13:40	14:10	14:40	15:10	15:40	16:10	16:40	17:10	17:40	18:10	19:10	20:10	21:10	22:10	23:10	
H St & 2nd St / Amtrak (NB)		7:02	7:32	8:02	8:32	9:07	9:37	10:07	10:37	11:07	11:37	12:07	12:47	13:17	13:47	14:17	14:47	15:17	15:47	16:17	16:47	17:17	17:47	18:17	19:17	20:17	21:17	22:17	23:17	
5th St & Cantrill/Police Station (EB)		7:09	7:39	8:09	8:39	9:14	9:44	10:14	10:44	11:14	11:44	12:14	12:54	13:24	13:54	14:24	14:54	15:24	15:54	16:24	16:54	17:24	17:54	18:24	19:24	20:24	21:24	22:24	23:24	
Alhambra Drive & Mace Blvd (EB)		7:14	7:44	8:14	8:44	9:19	9:49	10:19	10:49	11:19	11:49	12:19	12:59	13:29	13:59	14:29	14:59	15:29	15:59	16:29	16:59	17:29	17:59	18:29	19:29	20:29	21:29	22:29	23:29	
El Cemonte Ave & Glide Drive (SB)		7:18	7:48	8:18	8:48	9:23	9:53	10:23	10:53	11:23	11:53	12:23	13:03	13:33	14:03	14:33	15:03	15:33	16:03	16:33	17:03	17:33	18:03	18:33	19:33	20:33	21:33	22:33	23:33	
Alhambra Drive & Mace Blvd (WB)	6:53	7:23	7:53	8:23	8:53	9:28	9:58	10:28	10:58	11:28	11:58	12:28	13:08	13:38	14:08	14:38	15:08	15:38	16:08	16:38	17:08	17:38	18:08	18:38	19:38	20:38	21:38	22:38		
5th St & Cantrill/Greystone (WB)	6:58	7:28	7:58	8:28	8:58	9:33	10:03	10:33	11:03	11:33	12:03	12:33	13:13	13:43	14:13	14:43	15:13	15:43	16:13	16:43	17:13	17:43	18:13	18:43	19:43	20:43	21:43	22:43		
H St & 2nd St / Amtrak (SB)	7:04	7:34	8:04	8:34	9:04	9:39	10:09	10:39	11:09	11:39	12:09	12:39	13:19	13:49	14:19	14:49	15:19	15:49	16:19	16:49	17:19	17:49	18:19	18:49	19:49	20:49	21:49	22:49		
Silo Terminal & Haring Hall (WB)	7:20	7:50	8:20	8:50	9:20	9:50	10:20	10:50	11:20	11:50	12:20	12:50	13:30	14:00	14:30	15:00	15:30	16:00	16:30	17:00	17:30	18:00	18:30	19:00	20:00	21:00	22:00	23:00		

P.M. times in **BOLD**

ROUTE L

REGULAR ACADEMIC WEEKDAY																												
Silo Terminal & Haring Hall (WB)	6:25	6:55	7:25	7:55	8:25	9:00	9:30	10:00	10:30	11:00	11:30	12:00	12:40	13:10	13:40	14:10	14:40	15:10	15:40	16:10	16:40	17:10	17:40	18:10	19:10	20:10	21:10	22:10
B St & 5th St (NB)	6:29	6:59	7:29	7:59	8:29	9:04	9:34	10:04	10:34	11:04	11:34	12:04	12:44	13:14	13:44	14:14	14:44	15:14	15:44	16:14	16:44	17:14	17:44	18:14	19:14	20:14	21:14	22:14
8th St & Chestnut Lane/Grocery Outlet (EB)	6:35	7:05	7:35	8:05	8:35	9:10	9:40	10:10	10:40	11:10	11:40	12:10	12:50	13:20	13:50	14:20	14:50	15:20	15:50	16:20	16:50	17:20	17:50	18:20	19:20	20:20	21:20	22:20
Pole Line Rd & Claremont Drive (NB)	6:39	7:09	7:39	8:09	8:39	9:14	9:44	10:14	10:44	11:14	11:44	12:14	12:54	13:24	13:54	14:24	14:54	15:24	15:54	16:24	16:54	17:24	17:54	18:24	19:24	20:24	21:24	22:24
Moore Blvd & Pole Line Rd (EB)	6:42	7:12	7:42	8:12	8:42	9:17	9:47	10:17	10:47	11:17	11:47	12:17	12:57	13:27	13:57	14:27	14:57	15:27	15:57	16:27	16:57	17:27	17:57	18:27	19:27	20:27	21:27	22:27
Monarch Ln & Campbell (SB)	6:46	7:16	7:46	8:16	8:46	9:21	9:51	10:21	10:51	11:21	11:51	12:21	13:01	13:31	14:01	14:31	15:01	15:31	16:01	16:31	17:01	17:31	18:01	18:31	19:31	20:31	21:31	22:31
8th St & Chestnut Lane/Grocery Outlet (WB)	6:52	7:22	7:52	8:22	8:52	9:27	9:57	10:27	10:57	11:27	11:57	12:27	13:07	13:37	14:07	14:37	15:07	15:37	16:07	16:37	17:07	17:37	18:07	18:37	19:37	20:37	21:37	22:37
8th St & G St (WB)	6:55	7:25	7:55	8:25	8:55	9:30	10:00	10:30	11:00	11:30	12:00	12:30	13:10	13:40	14:10	14:40	15:10	15:40	16:10	16:40	17:10	17:40	18:10	18:40	19:40	20:40	21:40	22:40
Silo Terminal & Haring Hall (WB)	7:20	7:50	8:20	8:50	9:20	9:50	10:20	10:50	11:20	11:50	12:20	12:50	13:30	14:00	14:30	15:00	15:30	16:00	16:30	17:00	17:30	18:00	18:30	19:00	20:00	21:00	22:00	23:00

FINALS WEEKDAY																													
Silo Terminal & Haring Hall (WB)	6:25	6:55	7:25	7:55	8:25	9:00	9:30	10:00	10:30	11:00	11:30	12:00	12:40	13:10	13:40	14:10	14:40	15:10	15:40	16:10	16:40	17:10	17:40	18:10	19:10	20:10	21:10	22:10	23:10
B St & 5th St (NB)	6:29	6:59	7:29	7:59	8:29	9:04	9:34	10:04	10:34	11:04	11:34	12:04	12:44	13:14	13:44	14:14	14:44	15:14	15:44	16:14	16:44	17:14	17:44	18:14	19:14	20:14	21:14	22:14	23:14
8th St & Chestnut Lane/Grocery Outlet (EB)	6:35	7:05	7:35	8:05	8:35	9:10	9:40	10:10	10:40	11:10	11:40	12:10	12:50	13:20	13:50	14:20	14:50	15:20	15:50	16:20	16:50	17:20	17:50	18:20	19:20	20:20	21:20	22:20	23:20
Pole Line Rd & Claremont Drive (NB)	6:39	7:09	7:39	8:09	8:39	9:14	9:44	10:14	10:44	11:14	11:44	12:14	12:54	13:24	13:54	14:24	14:54	15:24	15:54	16:24	16:54	17:24	17:54	18:24	19:24	20:24	21:24	22:24	23:24
Moore Blvd & Pole Line Rd (EB)	6:42	7:12	7:42	8:12	8:42	9:17	9:47	10:17	10:47	11:17	11:47	12:17	12:57	13:27	13:57	14:27	14:57	15:27	15:57	16:27	16:57	17:27	17:57	18:27	19:27	20:27	21:27	22:27	23:27
Monarch Ln & Campbell (SB)	6:46	7:16	7:46	8:16	8:46	9:21	9:51	10:21	10:51	11:21	11:51	12:21	13:01	13:31	14:01	14:31	15:01	15:31	16:01	16:31	17:01	17:31	18:01	18:31	19:31	20:31	21:31	22:31	23:31
8th St & Chestnut Lane/Grocery Outlet (WB)	6:52	7:22	7:52	8:22	8:52	9:27	9:57	10:27	10:57	11:27	11:57	12:27	13:07	13:37	14:07	14:37	15:07	15:37	16:07	16:37	17:07	17:37	18:07	18:37	19:37	20:37	21:37	22:37	
8th St & G St (WB)	6:55	7:25	7:55	8:25	8:55	9:30	10:00	10:30	11:00	11:30	12:00	12:30	13:10	13:40	14:10	14:40	15:10	15:40	16:10	16:40	17:10	17:40	18:10	18:40	19:40	20:40	21:40	22:40	23:40
Silo Terminal & Haring Hall (WB)	7:20	7:50	8:20	8:50	9:20	9:50	10:20	10:50	11:20	11:50	12:20	12:50	13:30	14:00	14:30	15:00	15:30	16:00	16:30	17:00	17:30	18:00	18:30	19:00	20:00	21:00	22:00	23:00	23:59

BREAK WEEKDAY - TO/FROM MEMORIAL UNION BUS TERMINAL														
Memorial Union & Main Island (NB)	6:55	7:55	9:00	10:00	11:00	12:00	13:10	14:10	15:10	16:10	17:10	18:10	19:10	20:10
B St & 5th St (NB)	6:59	7:59	9:04	10:04	11:04	12:04	13:14	14:14	15:14	16:14	17:14	18:14	19:14	20:14
8th St & Chestnut Lane/Grocery Outlet (EB)	7:05	8:05	9:10	10:10	11:10	12:10	13:20	14:20	15:20	16:20	17:20	18:20	19:20	20:20
Pole Line Rd & Claremont Drive (NB)	7:09	8:09	9:14	10:14	11:14	12:14	13:24	14:24	15:24	16:24	17:24	18:24	19:24	20:24
Moore Blvd & Pole Line Rd (EB)	7:12	8:12	9:17	10:17	11:17	12:17	13:27	14:27	15:27	16:27	17:27	18:27	19:27	20:27
Monarch Ln & Campbell (SB)	7:16	8:16	9:21	10:21	11:21	12:21	13:31	14:31	15:31	16:31	17:31	18:31	19:31	20:31
8th St & Chestnut Lane/Grocery Outlet (WB)	7:22	8:22	9:27	10:27	11:27	12:27	13:37	14:37	15:37	16:37	17:37	18:37	19:37	20:37
8th St & G St (WB)	7:25	8:25	9:30	10:30	11:30	12:30	13:40	14:40	15:40	16:40	17:40	18:40	19:40	20:40
Memorial Union Terminal Arrival & Howard Way (NB)	7:45	8:45	9:50	10:50	11:50	12:50	14:00	15:00	16:00	17:00	18:00	19:00	20:00	21:00

P.M. times in **BOLD**

ROUTE Z

REGULAR ACADEMIC WEEKDAY																									
Memorial Union & Main Island (NB)	7:00	7:30	8:00	8:30	9:05	9:35	10:05	10:35	11:05	11:35	12:00	12:40	13:10	13:40	14:10	14:40	15:10	15:40	16:10	16:40	17:10	17:40	18:10	19:10	20:10
H St & 2nd St / Amtrak (NB)	7:05	7:35	8:05	8:35	9:10	9:40	10:10	10:40	11:10	11:40	12:05	12:45	13:15	13:45	14:15	14:45	15:15	15:45	16:15	16:45	17:15	17:45	18:15	19:15	20:15
5th St & Cantrill/Police Station (EB)	7:12	7:42	8:12	8:42	9:17	9:47	10:17	10:47	11:17	11:47	12:12	12:52	13:22	13:52	14:22	14:52	15:22	15:52	16:22	16:52	17:22	17:52	18:22	19:22	20:22
Alhambra Drive & Mace Blvd (EB)	7:17	7:47	8:17	8:47	9:22	9:52	10:22	10:52	11:22	11:52	12:17	12:57	13:27	13:57	14:27	14:57	15:27	15:57	16:27	16:57	17:27	17:57	18:27	19:27	20:27
2nd St. & Target (WB)	7:19	7:49	8:19	8:49	9:24	9:54	10:24	10:54	11:24	11:54	12:19	12:59	13:29	13:59	14:29	14:59	15:29	15:59	16:29	16:59	17:29	17:59	18:29	19:29	20:29
5th St & Cantrill/Greystone (WB)	7:24	7:54	8:24	8:54	9:29	9:59	10:29	10:59	11:29	11:59	12:24	13:04	13:34	14:04	14:34	15:04	15:34	16:04	16:34	17:04	17:34	18:04	18:34	19:34	20:34
H St & 2nd St / Amtrak (SB)	7:30	8:00	8:30	9:00	9:35	10:05	10:35	11:05	11:35	12:05	12:30	13:10	13:40	14:10	14:40	15:10	15:40	16:10	16:40	17:10	17:40	18:10	18:40	19:40	20:40
Memorial Union Terminal Arrival & Howard Way (NB)	7:40	8:10	8:40	9:10	9:45	10:15	10:45	11:15	11:45	12:15	12:40	13:20	13:50	14:20	14:50	15:20	15:50	16:20	16:50	17:20	17:50	18:20	18:50	19:50	20:50

FINALS/BREAK WEEKDAY											
Memorial Union & Main Island (NB)	7:30	8:30	9:35	10:35	11:35	12:40	13:40	14:40	15:40	16:40	17:40
H St & 2nd St / Amtrak (NB)	7:35	8:35	9:40	10:40	11:40	12:45	13:45	14:45	15:45	16:45	17:45
5th St & Cantrill/Police Station (EB)	7:42	8:42	9:47	10:47	11:47	12:52	13:52	14:52	15:52	16:52	17:52
Alhambra Drive & Mace Blvd (EB)	7:47	8:47	9:52	10:52	11:52	12:57	13:57	14:57	15:57	16:57	17:57
2nd St. & Target (WB)	7:49	8:49	9:54	10:54	11:54	12:59	13:59	14:59	15:59	16:59	17:59
5th St & Cantrill/Greystone (WB)	7:54	8:54	9:59	10:59	11:59	13:04	14:04	15:04	16:04	17:04	18:04
H St & 2nd St / Amtrak (SB)	8:00	9:00	10:05	11:05	12:05	13:10	14:10	15:10	16:10	17:10	18:10
Memorial Union Terminal Arrival & Howard Way (NB)	8:10	9:10	10:15	11:15	12:15	13:20	14:20	15:20	16:20	17:20	18:20

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**SERVICES AGREEMENT BETWEEN THE REGENTS OF THE UNIVERSITY OF CALIFORNIA AND THE YOLO COUNTY TRANSPORTATION DISTRICT (YCTD)**

THIS AGREEMENT is made and entered into by and between THE REGENTS OF THE UNIVERSITY OF CALIFORNIA on behalf of its University of California, Davis' Unitrans department (University) and YOLO COUNTY TRANSPORTATION DISTRICT (YCTD).

The parties agree as follows:

1. Services.

- 1.1 Services Provided by YCTD. YCTD shall, to the best of its ability, provide unlimited access throughout the YCTD territory on the YCTD system for University's undergraduate students. Students desiring to ride must present a current, valid University undergraduate registration card at time of boarding. YCTD shall track usage under this agreement and provide quarterly reports to University.
- 1.2 In addition to unlimited access for UC Davis undergraduate students with a current, valid University registration card detailed in Section 1.1, YCTD shall accept the following Unitrans passes within the City of Davis only on Routes 42A, 42B, and any future YCTD operated services operating solely locally within the City of Davis (Express routes not included):
  - a. Unitrans monthly pass
  - b. Unitrans quarterly pass
  - c. Unitrans annual pass
  - d. Unitrans transfers
  - e. Unitrans Senior/Disabled Pass
  - f. ZipPass passes and transfers
- 1.3 Services Provided by University. University shall provide unlimited free access throughout University's fixed route service area for persons with the following valid YCTD-accepted passes:
  - a. Sacramento Regional Transit monthly pass;
  - b. YCTD monthly pass;
  - c. ZipPass passes and transfers;
  - d. YCTD daily pass;
  - e. YCTD Seasonal Passes (e.g., "Summer Sizzler") or other temporary passes; and
  - f. YCTD transfer.
- 1.4 For service operated as a direct but temporary substitute for Unitrans local fixed-route service within Davis, YCTD shall charge a cash fare of \$1.25. This does not apply to any other YCTD operated routes including but not limited to the 42A, 42B, Causeway Connection, Express Routes, and any

other YCTD services operated within Davis that are not direct, temporary substitutes to Unitrans local fixed-route service.

2. Term. Services shall be provided from August 1, 2021 and shall continue until July 31, 2026, or until terminated in accordance with section 10 below.
3. Compensation/Payment. YCTD shall be paid a flat rate sum of \$175,000.00 per fiscal year. Payments will be made in four equal installments of \$43,750.00 at the beginning of each fiscal quarter (July, October, January, and April), upon receipt of invoice from YCTD. Each invoice shall include this agreement's identifying number and a summary description of Services provided thereunder, and shall be submitted to the Unitrans department, Attn: ASUCD Unitrans, University of California, Davis, One Shields Avenue, 5 South Hall, Davis, CA 95616, telephone: (530) 752-6525, email: [tmsheets@ucdavis.edu](mailto:tmsheets@ucdavis.edu).
  - 3.1 Both parties agree to review ridership data for services provided not less than annually, and not more often than quarterly (beginning July 1 of each year).
  - 3.2 In the event ridership data reflects disproportionate or unbalanced benefit to either party, both parties agree to discuss in good faith a reasonable adjustment in future compensation for services provided.
4. Expenses. Each party shall provide all equipment, materials, and related services necessary for it to complete its obligations -pursuant to this agreement.
5. Indemnification. The parties agree to defend, indemnify and hold one another harmless from and against any and all liability, loss, expense, attorneys' fees, or claims for injury or damages arising from the performance of this agreement, but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the indemnifying party, its officers, agents, or employees.
6. Insurance. YCTD warrants that it shall maintain policies of insurance containing the coverages and minimum limits described in the following subsections during the term hereof. The coverages described in subsections 6.1. and 6.2. must name The Regents of the University of California as an additional insured and shall apply in proportion to and to the extent of the negligent acts or omissions of the non- University party or any person or persons under the non-University party's direct supervision and control. YCTD shall provide University with certificates of insurance evidencing YCTD's insurance policy coverages, except that no certificate for workers' compensation insurance shall be required. If any insurance described in this section is written on a claims made form, it shall continue for three years following termination of the agreement.
  - 6.1 General Liability. Comprehensive or commercial form general liability insurance. The insurance shall provide for a retroactive date of placement prior to or coinciding with the effective date of the agreement.

Each occurrence	\$1,000,000
General aggregate	\$2,000,000
  - 6.2 Business Automobile Liability. Business automobile liability insurance.



For owned, scheduled, non-owned or hired automobiles with a combined single limit of not less than \$1,000,000.

6.3 Workers' Compensation. Workers' compensation insurance as required by California law.

7. Federal Contract Compliance. If this agreement is funded wholly or in part with a grant or contract from an agency of the federal government, YCTD shall comply with all terms and conditions applicable to recipients of such funds and their contractors.
8. Use of University's Name. YCTD shall not use the name or mark of University in any form or manner in advertisements, reports, or other information released to the public without the prior written approval of University.
9. Force Majeure. Neither party shall be liable for damages suffered by the other party because of University's or YCTD's failure to perform if failure is due to any cause beyond that party's control.
10. Termination. This agreement may be terminated by either party upon at least 90 days' notice to the other; however, if Services are not performed to the sole satisfaction of University, University may terminate this agreement immediately upon written notification to YCTD. Should this agreement be terminated by either party, YCTD shall provide the University with a pro rata refund based on the time remaining in the current fiscal quarter for which services will not be rendered.
11. Notice. Any notice required or permitted hereunder shall be sent to the parties via U.S. mail, email, facsimile, or personal service at the addresses shown below. Either party may change its address by written notice to the other during the term.

UNIVERSITY

Steven Kobayashi, Associate Director

UC Davis Business Contracts

One Shields Avenue

Davis, CA 95616

[stkobayashi@ucdavis.edu](mailto:stkobayashi@ucdavis.edu)

YCTD

Jose Perez, Acting Executive Director

Yolo County Transportation District

350 Industrial Way

Woodland, CA 95776

[jperez@yctd.org](mailto:jperez@yctd.org)

12. Federal Exclusion Warranty. YCTD warrants that it is not excluded from participation in any governmental sponsored program, including, without limitation, the Medicare, Medicaid, or Campus programs (<https://oig.hhs.gov/exclusions/index.asp>) and the Federal Procurement and Non-procurement Programs (<https://www.sam.gov/SAM/pages/public/searchRecords/search.jsf>). This agreement shall be subject to immediate termination in the event that YCTD is excluded from participation in any federal healthcare or procurement program.
13. Independent Contractor Status. The parties are independent contractors. In the

performance of this agreement YCTD will not be an agent or employee of University, will not be covered by University's workers' compensation insurance or unemployment insurance, is not eligible to participate in University's retirement programs, nor shall it be entitled to any University benefits.

14. Assignment. YCTD may not assign or transfer this agreement, or any interest or claim, without the prior written approval of University, and any decision to grant or withhold such approval shall be within University's sole discretion. The terms and conditions of this agreement shall be binding upon any assignee or transferee.
15. Governing Law. This agreement shall be construed pursuant to California law.
16. Amendment. No change in any term or condition of this agreement shall become effective unless by amendment in writing signed by both parties.

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INTENTIONALLY

12. Entire Agreement. This agreement constitutes the entire understanding of the parties respecting the subject matter hereof and supersedes any prior understanding or agreement between them, written or oral, regarding the same subject matter.

AGREED:

YOLO COUNTY TRANSPORTATION DISTRICT

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

THE REGENTS OF THE UNIVERSITY OF CALIFORNIA

By: \_\_\_\_\_

Steven Kobayashi  
Associate Director  
Procurement & Contracting Services  
University of California, Davis

Date: \_\_\_\_\_

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**BOARD COMMUNICATION: YOLO COUNTY TRANSPORTATION DISTRICT**  
**350 Industrial Way, Woodland, CA 95776---- (530) 661-0816**

<b>Topic:</b> Consider Director’s Report	<b>Agenda Item #:</b>  <b>Agenda Type:</b>	<b>12</b>  <b>Deliberation/Action</b>
		<b>Attachments:</b> <u>Yes</u> No
<b>Prepared By:</b> Jose Perez		<b>Meeting Date:</b> August 9, 2021

## **RECOMMENDATION:**

The Board reserves the right to take action on all items below, except for oral report items.

## **BACKGROUND:**

### **a. Oral Report**

### **b. Update on Causeway Connection Service**

Routine operating issues and challenges occasionally impacted service. Ridership is anticipated to remain fairly steady through the summer month and to increase with the return of faculty and staff during the upcoming UC Davis academic year (beginning September 22, 2021). Both YCTD and SacRT have experienced recent charging infrastructure outages resulting in occasional need to deploy CNG vehicles to provide published service. Both agencies are in active communication with each other and warranty repair vendors to resolve issues and improve reliability of equipment and availability of the zero-emission vehicles. Future service adjustments (and potential expansions) for the Causeway Connection will continue to be developed, with implementation in 2022 as appropriate.

#### Causeway Connection Ridership

	Jul – December 2020	January 2021	February 2021	March 2021	April 2021	May 2021	June 2021	July 2021*	Total to Date
Total	7,017	1,202	1,309	1,590	1,526	1,469	1,573	746	16,432

\*YCTD Ridership only

### **c. Yolobus Historic Ridership**

During the July 2021 Board meeting, additional information on historic YCTD ridership was requested to help the Board and staff identify recent “peak” ridership and to help establish realistic goals for future growth. The table below presents the historic fixed-route, demand-responsive, and total ridership figures for Yolobus services. Historic ridership presents a peak total ridership in FY 2009 of over 1.8 million unlinked passenger trips. With the current pandemic environment, changes in customer demand, available technological options for commuters not common in 2009, it may be a long time before YCTD ridership nears previous highs. That said, with the implementation of YoloGo strategies and service enhancements throughout FY 2022, alongside increased and dedicated communications and marketing efforts, it is anticipated ridership patterns will trend towards stable growth.

**Yolo County Transportation District**  
**Year over Year Ridership**  
**Fy 07/08 through FY 20/21**

	<b>Fixed Route</b>	<b>Demand Response</b>	<b>Total Ridership</b>
<b>20-21*</b>	409,262	15,147	424,409
<b>19-20*</b>	914,054	21,224	935,278
<b>18-19</b>	1,187,499	23,983	1,211,482
<b>17-18</b>	1,353,749	24,806	1,378,555
<b>16-17</b>	1,354,055	27,066	1,381,121
<b>15-16</b>	1,524,596	30,079	1,554,675
<b>14-15</b>	1,617,736	28,322	1,646,058
<b>13-14</b>	1,697,005	24,326	1,721,331
<b>12-13</b>	1,690,214	23,384	1,713,598
<b>11-12</b>	1,658,258	18,319	1,676,577
<b>10-11</b>	1,628,186	17,281	1,645,467
<b>09-10</b>	1,666,071	15,917	1,681,988
<b>08-09</b>	1,808,891	18,224	1,827,115
<b>07-08</b>	1,754,481	16,650	1,771,131

\*Impacted by COVID-19 Pandemic

***d. 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—also known as YoloGo) recommendations into consideration. Prepare draft 3-year budget, or financial plan, by March 30, 2021. Provide monthly or quarterly updates, as appropriate.

**Update:** This is an ongoing project and is intermixed with YoloGo service recommendations and other recent YCTD priorities and mobility strategies. Due to transition in senior staffing and prioritization of YCTD projects, tasks, and duties, the completion of a three-year budget has been delayed. The Final YCTD FY 2021/22 budget was adopted during the June 14 Board meeting and was posted to the YCTD website and distributed to stakeholders.

- 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.

**Update:** This is an ongoing project and is intermixed with YoloGo service recommendations and other recent YCTD priorities and mobility strategies. A request from Unitrans, UC Davis, and the City of Davis to temporarily provide local fixed-route service in Davis is being included in near-term operating plans. YCTD will provide limited local fixed-route service in addition to planned Intercity (Route 42A/B) and Express service in Davis. Transfer agreements and final schedules/routes are being coordinated with Unitrans and have been presented to the YCTD Board for their consideration.

- 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

**Update:** Staff is developing position descriptions and anticipated duties for upcoming recruitment efforts. Recruitment documents and associated materials will be developed in coordination with the YCTD Board and incoming Executive Director. It is anticipated recruitment and advertising of opportunities will begin in mid-

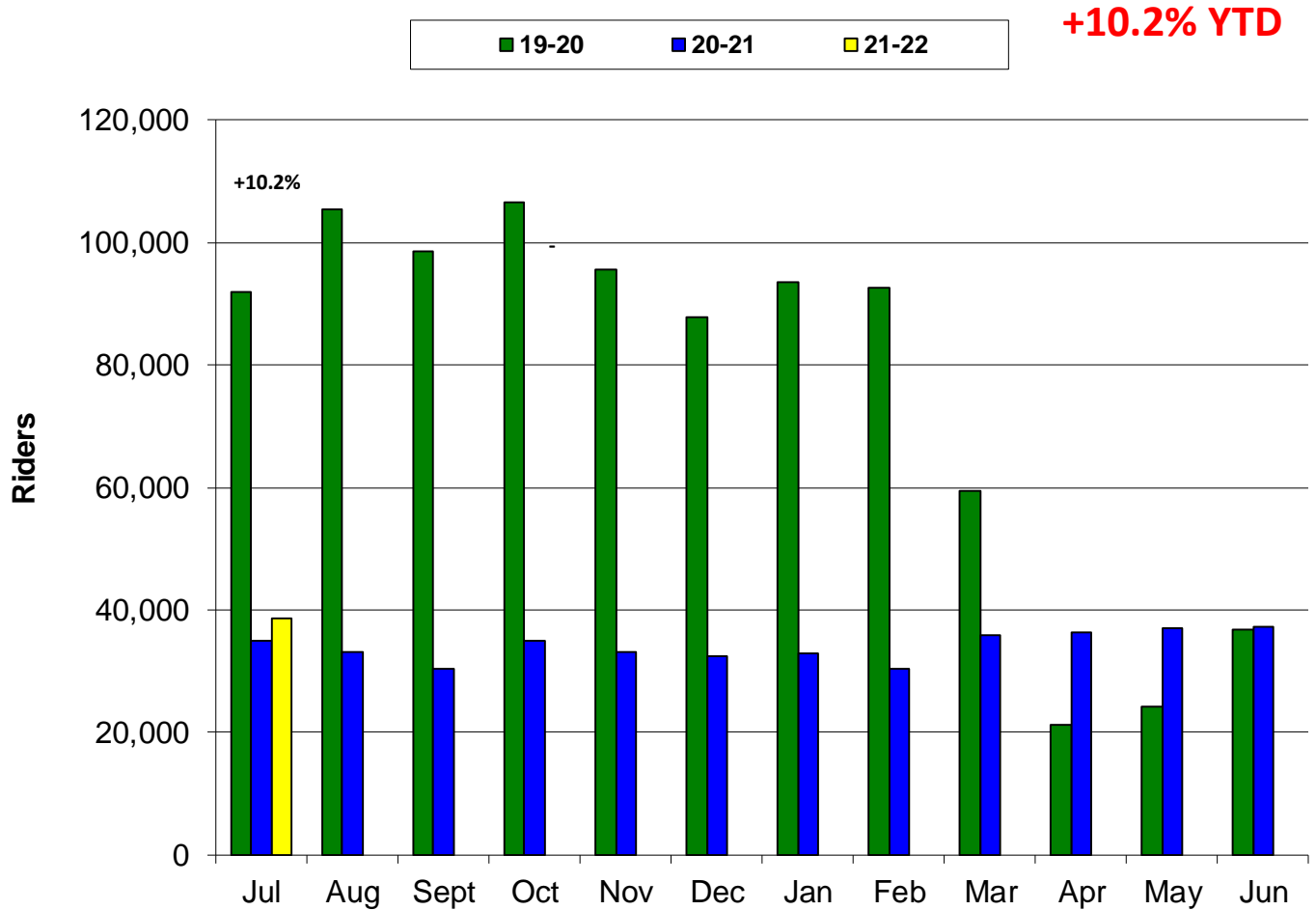
or late-August. Staff has compiled listings and descriptions of current duties, activities, and estimates of work time allocated to each. Cross-training and coverage/redundancy of critical duties and knowledge is emphasized along with availability and promotion of professional development, training, and mentorship for current staff.

***e. Attachments***

- i. July 2021 Ridership Report for Fixed Route, Paratransit and Microtransit
- ii. Updated Long-Range YCTD Board Meeting Calendar (subject to modification)

## Attachment i: July Ridership

### Yolobus Fixed Route Ridership Trends



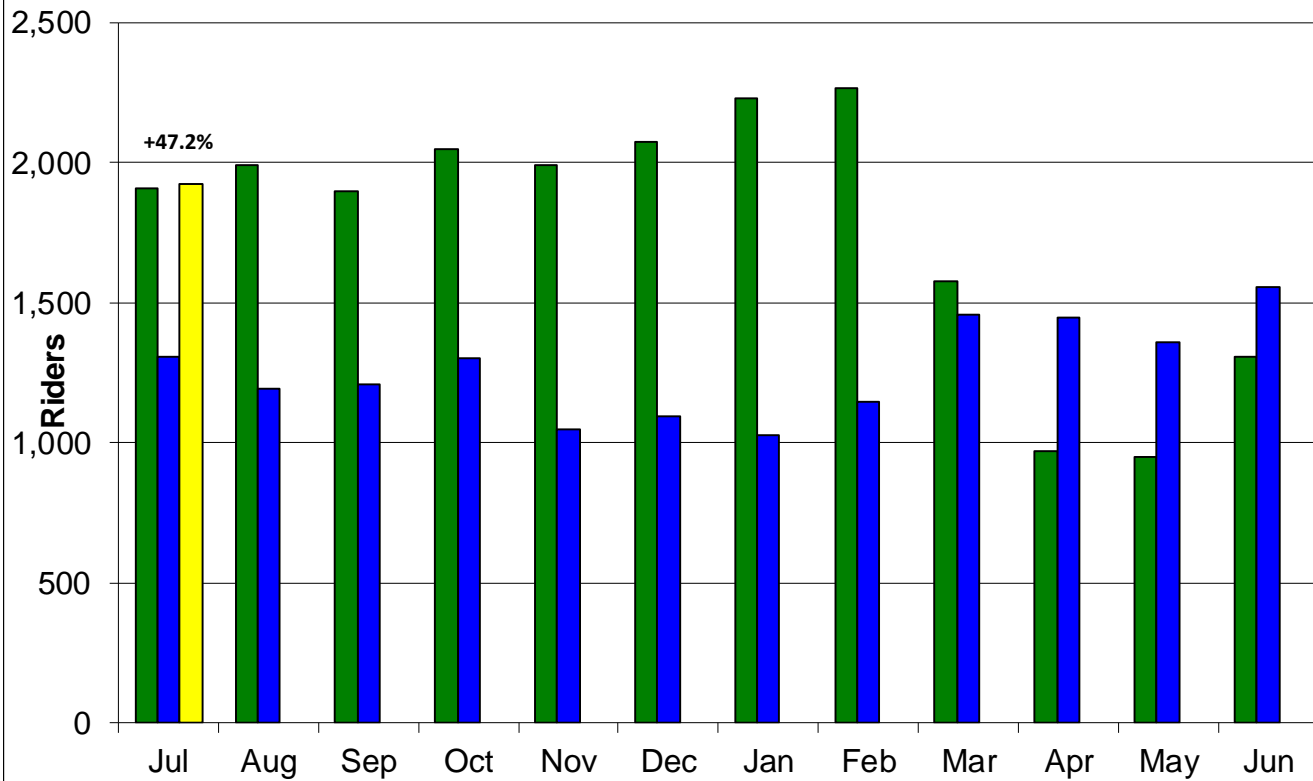
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Totals
21-22	38,662												38,662
20-21	35,069	33,252	30,431	35,012	33,114	32,530	32,844	30,485	35,856	36,449	37,024	37,196	409,262
19-20	92,016	105,446	98,477	106,536	95,686	87,879	93,589	92,728	59,404	21,278	24,193	36,822	914,054
18-19	106,747	112,113	100,044	112,007	95,508	88,329	96,304	94,922	99,048	97,076	97,770	87,631	1,187,499



## Yolobus Special Paratransit (ADA & Micro) Ridership Trends

■ 19-20 ■ '20-21 ■ 21-22

**+47.2% YTD**



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Totals
21-22*	1,927												1,927
20-21*	1,309	1,192	1,210	1,302	1,046	1,094	1,026	1,148	1,458	1,447	1,360	1,555	15,147
19-20	1,910	1,994	1,901	2,047	1,994	2,077	2,230	2,266	1,578	972	947	1,308	21,224
18-19	2,099	2,173	1,781	2,048	1,982	1,850	2,109	1,715	2,039	2,163	2,216	1,808	24,806

\*Includes YOUR Ride microtransit ridership (Knights Landing + Winters):

Microtransit Ridership-Knights Landing (KL) and Winters

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Totals
21-22													
KL	170												170
Winters	210												210
Total	380	0	0	0	0	0	0	0	0	0	0	0	380

## **Attachment ii: Updated Long-Range YCTD Board Meeting Calendar (subject to modification)**

Updated August 4, 2021

### **September 13, 2021**

1. **FY 2022 Customer and Community Survey**
2. YoloGo: Hold public hearing for Phase 2 service changes (West Sac)
3. Consider RFI for Expanded Microtransit Services
4. Possible Consideration of Updated MOU Between YCTD, Yolo County, and Yocha Dehe Wintun Nation
5. Consideration of Salary Survey and Salary Range Update
6. Director's Report, Monthly Progress Report on Three Primary Goals

### **October 11, 2021**

1. Approve consultant RFP for Zero Emission Fleet Conversion Plan & Future Fuel Study
2. Director's Report, Monthly Progress Report on Three Primary Goals

### **November 8, 2021**

1. SRTP: Public Outreach Update
2. Microtransit: Approve microtransit contract
3. Director's Report, Monthly Progress Report on Three Primary Goals
4. Annual FTA Certifications and Assurances and Grant Authority Resolution
5. YoloGo: Set public hearing for Phase 3 service changes (Woodland)
6. **Consider YCTD Funding Policy Workshop (*Potential Special Meeting*)**

### **December 13, 2021**

1. Update on Youth Ride Free Program (set to expire Dec 31, 2021)
2. YoloGo Phase 1 and 2 Report and Recommendations
3. Director's Report, Monthly Progress Report on Three Primary Goals
4. YoloGo: Hold public hearing for Phase 3 service changes (Woodland)
5. Microtransit: Approve Final Plans for Woodland Microtransit

### **January 10, 2022**

1. Zero Emission Fleet Plan: Approve Consultant Contract

### **February 14, 2022     TBD**

### **March 14, 2022**

1. SRTP: Draft Performance Measures and KPIs (based on Vision, Values and Priorities)

### **April 11, 2022             TBD**

### **May 9, 2022**

1. SRTP: Draft 10-Year Capital and Operating Plan

### **June 13, 2022            TBD**

### **July 11, 2022**

1. Zero Emission Fleet Plan: Presentation on Task 1 (Fleet & Facilities Analysis)