

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

<b>Topic:</b> Approve YCTD Board Minutes for Regular Meeting of February 14, 2022	<b>Agenda Item#:</b>	<b>3b</b>
	<b>Agenda Type:</b>	<b>Action</b> Attachments: <input checked="" type="radio"/> Yes <input type="radio"/> No
<b>Prepared By:</b> M. Koh		<b>Meeting Date:</b> March 14, 2022

**RECOMMENDATION:**

Staff recommends for the Yolo County Transportation District (YCTD) Board of Directors approve the Minutes for the Regular Meeting of February 14, 2022.

**FEBRUARY 14, 2022 BOARD MEETING MINUTES:**

**YOLO COUNTY TRANSPORTATION DISTRICT  
BOARD OF DIRECTORS MEETING  
February 14, 2022  
Yolo County Transportation District (via videoconference)  
350 Industrial Way, Woodland, CA 95776**

Chair Saylor called the meeting to order at 7:00 pm and requested roll call to confirm quorum was in attendance through Zoom remote participation. The following individuals were in attendance:

Board Member	Jurisdiction	In Attendance	Absent
Don Saylor (Chair)	Yolo County	X	
Lucas Frerichs (Primary)	Davis	X	
Chris Ledesma (Primary)	West Sacramento	X	
Jesse Loren (Primary)	City of Winters	X	
Tom Stallard (Primary)	City of Woodland	X	
Matt Dulcich (Ex-Officio)	UC Davis	X	
Alex Padilla (Ex-Officio)	Caltrans	X	

YCTD staff in attendance were Executive Director Autumn Bernstein, Deputy Director of Operations, Planning & Special Projects Jose Perez, Senior Planner Kristen Mazur, Assistant Planner Daisy Romero, Clerk to the Board Mimi Koh, Director of IT Chad Mikula, Planning Intern Abigail Lloyd.

Additional attendee(s) included: Hope Welton

**Agenda Items 3a, 3b, 3c, 3d, 3e, 3f, 3g, 3h, 3i, 3j, 3k — Consent Calendar**

Director Stallard made the motion, seconded by Director Loren, to approve the following items on the Consent Calendar:

- 3a. Approve YCTD Board Minutes for Regular Meeting of January 10, 2022

- 3b. Renew Authorization for Remote Meetings
- 3c. Authorize Staff to Submit an Application for Approximately \$17 Million in TIRCP Funding
- 3d. Support and Participate in Capitol Corridor JPA (TIRCP) Application
- 3e. Approve Equal Employment Opportunity Program (EEOP) Policy
- 3f. Approve Updated YCTD Cash Asset Protection Policy
- 3g. Approve Updated YCTD Purchasing Card Policy
- 3h. Approve Updated Record Management Policy
- 3i. Approve Updated Travel and Expense Reimbursement Policy
- 3j. Approve Revised Procurement and Grants Specialist Position Description
- 3k. Updated Salary Range for Senior Planner for Multimodal Projects

**Roll Call for Agenda Items 3a, 3b, 3c, 3d, 3e, 3f, 3g, 3h, 3i, 3j, 3k — Consent Calendar**

AYES	NOES	ABSENT	ABSTAIN	STATUS OF MOTION
Ledesma				Passed Unanimously
Stallard				
Saylor				
Frerichs				
Loren				

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

Director Ledesma reported that on January 20, 2022, the sub-committee & Yolo 80 Project team from Caltrans met. In attendance were Don Saylor, Chris Ledesma, Matt Dulcich, Autumn Bernstein, Amarjeet Benipal, Greg Wong, Sue Takhar, and from SACOG, James Corless and Kristina Smith. The group discussed project updates – looking at what's to come from now until the end of 2022, and what steps they would like to take. They also mentioned that there is no firm date for the EIR release.

Ms. Bernstein stated that since the meeting, Mr. Wong and she have been meeting regularly on a weekly basis and are making good progress, and that since the meeting, they have revised the project description and list of alternative and environmental reviews based on the teams' discussion. They are also working together on the TIRCP application.

Director Frerichs reported on the visit with Congressman Mike Thompson that occurred on Monday, February 14, 2022 where both YCTD and Caltrans participated in the visit. Congressman Thompson visited the City of Davis and was taken on a variety of tours to include the Sutter Davis Hospital expansion and City homeless shelter. He was provided information on transportation key infrastructure projects.

**Agenda Item 6 — Update on Transdev Driver Shortage**

Transdev's General Manager, Michael Klein reported on the driver shortage. He stated that there has been a complete turnaround and retention is looking good. He noted that since November 8, 2021, drivers have not resigned, and that classes continue to be held with a few that have just graduated, and more classes are being scheduled.

YCTD's Deputy Director of Operations, Jose Perez, noted that the route 42 expansion which was postponed last fall expansion will be restored in summer 2022 if current driver recruitment trends at both Yolobus and Unitrans continue.

## **Agenda Item 7 — Approve YCTD Microtransit Request for Proposals**

YCTD's Senior Planner Kristen Mazur asked the Board to approve YCTD's Microtransit Request for Proposals (RFP). She provided an overview of the staff report and the RFP included in the board packet.

Director Loren commented on the affordable housing application process for the City of Winters as it relates to microtransit and mass transportation. Senior Planner Mazur stated that microtransit should be considered mass transportation and should fulfill the criteria. Executive Director Autumn Bernstein replied that YCTD can provide a letter of support to attach with the application.

There were no public comments.

Director Loren made the motion, seconded by Director Stallard to approve YCTD Microtransit Requests for Proposals.

### **Roll Call for Agenda Item 7 – Approve YCTD Microtransit Request for Proposals**

AYES	NOES	ABSENT	ABSTAIN	STATUS OF MOTION
Ledesma				Passed Unanimously
Stallard				
Saylor				
Frerichs				
Loren				

## **Agenda Item 8 — Approve Tool for Evaluating Options to Restore Transit Service**

Mr. Perez provided a verbal overview of the staff report for this item.

Chair Saylor noted that a public comment came in via email from Mr. Mike Barnbaum regarding agenda item #8. Mr. Barnbaum asked to better understand how service change implementation dates relate to approving tool(s) for evaluating options to restore transit services. Mr. Perez stated that he had personally reached out and responded to Mr. Barnbaum's concerns.

Director Ledesma asked if the tool has been tested in terms of applying service change and suggested that the adopted plans and goals of YCTD member jurisdictions should be considered when evaluating climate impacts and regional goals.

Director Frerichs made the motion, seconded by Director Ledesma, to approve tool for evaluating options to restore transit service.

### **Roll Call for Agenda Item 8 – Approve Tool for Evaluating Options to Restore Transit Service**

AYES	NOES	ABSENT	ABSTAIN	STATUS OF MOTION
Ledesma				Passed Unanimously
Stallard				
Saylor				
Frerichs				
Loren				

### **Agenda Item 9 — Financial Assessment for Yolo County Transportation District**

Ms. Bernstein Introduced Leo Levenson, Financial Advisor from Regional Government Services. Mr. Levenson provided a verbal overview of the memo that was provided in the board packet which outlines recommended changes to YCTD's financial management systems.

Director Stallard commented that he believes two months of cushion is light during these mercurial times and would like staff to place more thought into this.

Director Ledesma asked for further information related to the benefits of bringing a payroll system in-house. Mr. Levenson appreciated the question and explained why bringing payroll in-house would be beneficial.

The Board members spoke favorably about moving forward with the improvements recommended in the memo. No action was taken.

### **Agenda Item 10 — Mid-Year Budget Status Report**

Mr. Levenson provided a verbal overview of the mid-year budget status report that was included in the board packet

Chair Saylor thanked Mr. Leveson for providing a concise overview of the mid-year budget. There were no further comments from Board members. No action was taken.

### **Agenda Item 11 — Executive Directors Report**

Executive Director Bernstein provided a verbal overview of items included in the Executive Director's report. Assistant Planner Daisy Romero provided an overview of ridership trends for the month of January.

Ms. Hope Welton asked the Chair to request for public comments regarding the Executive Directors report. There were no public comments.

### **Agenda Item 12 – Adjournment**

There being no further regular business, Chair Saylor adjourned the regular meeting at 8:19 pm and reminded the Board of the next scheduled meeting to be held on March 14, 2022, at 7pm.

Respectfully submitted:



Mimi Koh  
Clerk to the Board