

**Unitrans Advisory Committee
City Council Community Chambers
Thursday, April 25, 2019**

Meeting Minutes

Committee Members

Present: Sheila Allen, Chair, Member at Large
Shreya Deshpande, ASUCD
Alisha Hacker, ASUCD
Francois Kaepelin, ASUCD
Lyuba Vosheva, Bicycling, Transportation, & Street Safety Commission
Frank Reyes, Member at Large
Helen Sutton, Member at Large (4:00pm-5:00pm)

Council Liaison: Gloria Partida (not present)

Staff: Brian Abbanat, Senior Transportation Planner
Jeff Flynn, Unitrans General Manager
Teri Sheets, Unitrans Assistant General Manager, Administration

Others in Attendance: Lisa Brackney, Unitrans Assistant General Manager-Operations
Two members of the public

Meeting called to order at 4:00pm.

1. Roll Call

Seven committee members were in attendance, constituting a quorum.

2. Approval of Agenda

Request made by ASUCD representatives to postpone Item 6, Elect Chair and Vice Chair, from ASUCD. Request made to the Chair by staff to move Item 7, the General Manager's Report, to the end of the agenda. Motion to approve the agenda with the change to the agenda order was moved (Kaepelin/Deshpande) and unanimously approved.

3. Committee and Staff Announcements

Brian Abbanat announced Senior Travel Training Workshop on April 27, 2019 at the Senior Center. All are welcome. Ridesharing, Jump Bike, Unitrans, Yolobus, DCT, and Capitol Corridor will be present.

4. Public Comment

None.

Regular Items

5. Draft Minutes: January 24, 2019 Meeting

One revision from Alisha Hacker – Noah Pearl’s last name is P-E-A-R-L, not P-E-R-L. Motion to approve the revised minutes from the January 24, 2019 meeting was moved (Hacker/Deshpande) and was approved.

6. Elect Chair and Vice Chair

Postponed until next meeting in July 2019.

7. General Manager’s Report – Moved to last item

8. Public Hearing: Program of Projects for Federal Transit Administration Funding

Ms. Sheets discussed that in January 2019, staff brought the Program of Projects for approval to the UAC to cover Federal Fiscal Year 2018 expenditures. Unitrans via the City of Davis receives \$2.8 million - \$3.5 million per year in federal formula funds and received more funding than expected in FY2019 due to Unitrans meeting additional performance criteria that results in more funding to Davis. Ms. Sheets stated that staff is bringing forward an updated Program of Projects that will cover both FY2018 and FY2019 with the additional unexpected funding.

Ms. Sheets stated that the proposed Program of Projects was posted in the Davis Enterprise on March 30, 2019 and to date, staff has received no comments. Within the last week, SACOG updated the funding mix to swap out federal CMAQ funding for PTMISEA state bond funding. There is no change in the total funding, just the funding sources. Ms. Sheets stated that the update was distributed to the UAC at the beginning of today’s meeting.

Unitrans’ top three funding priorities are full funding for bus rehabilitation project for 13 buses, electric bus charging infrastructure to support up to 14 buses, and facility rehabilitation and repaving.

Ms. Deshpande asked who would perform the facility improvement construction work. Ms. Sheets stated that it would be third party contractors hired through the University's Design and Construction Management department. Ms. Sheets also stated that Unitrans sets Disadvantaged Business Enterprise (DBE) goals in order to attract minority and woman owned businesses to bid on projects.

Mr. Flynn stated that there are a lot of numbers and if any UAC member would like more information that staff would be happy to provide one on one reviews and information.

Mr. Reyes asked what price would be for rainwater permeable concrete for the Unitrans facility. Staff stated that they could follow up on that.

Ms. Allen asked what the timing for the federal funds were and if the UAC can provide guidance to City Council on projects and timing. Ms. Sheets stated that this vote and approval for the Project of Programs by the UAC is the guidance that staff is seeking for the City Council to review and consider for their May 15, 2019 meeting. If the City Council approves, Unitrans staff will work with the City to request the allocated funds from the Federal Transit Administration via a sub-recipient agreement. Ms. Allen asked that the City Council be aware of the UAC vote. Ms. Sheets said "absolutely". The UAC input is key to the City Council's review and approval.

Ms. Allen stated thanks to staff for pursuing electric buses and opened a public hearing.

Public Hearing:

An anonymous member of the public stated that she rides Unitrans every day and said that she does not see public postings on the buses advertising the meeting. The commenter said she was disappointed that she did not see information on the buses advertising the Senior Travel Training workshop.

Ms. Allen asked for more information on postings during the General Manager's Report.

Ms. Allen asked if there were any additional members of the public who would like to speak. Seeing none, Ms. Allen closed the public hearing.

Ms. Allen asked for a motion to approve the Program of Projects. Reyes made the motion and seconded by Vosheva. Motion approved unanimously. No abstentions. 7-0-0

2. Public Hearing: Program of Projects for Federal Transit Administration Funding
3. Public Hearing: 2019-2020 Unitrans Service Change Proposal

9. 2019-2020 Unitrans Service Change Proposal

Mr. Flynn presented information on the proposed service changes and stated that the passage of a student fee referendum stabilized Unitrans' annual operating budget. This year's proposals include only service changes and no new fare changes. Mr. Flynn reminded the committee that the UAC is the final deciding body on Unitrans service changes.

Outreach Summary: Two open houses, public hearing today, a notice in the Davis Enterprise, Nextbus postings, Facebook postings, website postings, flyers on the buses for a month, and also on-board outreach for two weeks on the A, O, Z, X, and S lines.

Description of Service Changes:

- A/O/Z line changes for inbound service and change the route from operating on H Street to 2nd Street to operating on 3rd Street to C Street. 25 customers that board inbound Amtrak Station stop would be affected and a new stop will be established at 3rd/G.
 - Unitrans would return to H St/2nd St route after mitigation of the safety issues at H/3rd Street.
 - Ms. Allen asked if this was the location at the train tracks. Mr. Flynn stated yes.
- O/X - Eliminate the weekend only X line and shift the resources to improve reliability on the weekend only O line. Also route inbound and outbound service to Davis Manor shopping center on 8th Street.
 - Ms. Allen asked for a review of how the bus operates and if access is improved to Rancho Yolo. Mr. Flynn walked the UAC through how the bus operates and stated that the two-way service on 8th Street and Pole Line Road would likely positively affect Rancho Yolo residents.
 - Ms. Deshpande asked why not serve Amtrak in the inbound direction directly. Mr. Flynn stated that this was because of the safety issue discussed previously at 3rd/H Streets.
 - Ms. Hacker asked whether the bus eliminated from the X line will be used on the O Line. Mr. Flynn stated that its only one bus operating on both lines with a 60-minute cycle and the bus can no longer reliably serve both lines without increasing resources or eliminating some portion of the service. The proposal is to eliminate the low ridership X line to allow for better access on the O line and a reliable schedule.
 - Mr. Reyes asked if staff had received any driver or customer feedback on this proposal. Mr. Flynn stated that there have been a couple driver forums

and the proposal received positive feedback and that staff has received no public feedback on the proposal.

- S Line - Eliminate the service and shift the resources to P and Q lines.
 - Ms. Allen thanked staff for trying this pilot line.
- D/G/J/V/W Lines - Reintroduce midday service cut in Fall 2019
- Reminder: Phase 2 of annual pass increase to go into effect. This was approved by the UAC and City Council last year.
 - Ms. Allen asked what's the daily savings for an annual pass? Audience member Anthony Palmere said that savings would be roughly \$400 a year if one ride every day.
 - Ms. Allen asked about the use for the increase in the FTA 5307 funds this year. Ms. Sheets said that Unitrans has been using more formula funds on operations recently but endeavors to spend the formula funds on a combination of operations and capital projects like the electric buses.
- Cost Impact: \$290K annually and the FY2020 assumes the cost.
- If approved, service changes go into effect Aug 5, 2019.

Mr. Kaeppelin thanked staff for the O line proposal to serve 8th Street in both directions and for the pilot S line.

Ms. Allen asked how staff advertised the proposals. Mr. Flynn responded that flyers were posted on the buses for 30 days and that individual hand outs were distributed on the A, Z, O, S, and X lines.

Ms. Allen asked if Unitrans surveys the customers. Mr. Flynn stated that customers were surveyed every two years for quality and demographic information.

Public Hearing:

An anonymous member of the community said she saw a flyer on the bus but did not receive a handed out flyer. She stated that we should have posted information at the MU terminal. She also added that stops in downtown are not always ADA accessible and that the proposed Amtrak Station changes are inconvenient for people with disabilities. She also added that she called 752-2877, Unitrans' office number, and that the office clerk who responded did not know there was a meeting today.

Anthony Palmere, a member of the community, stated that he was concerned about changing inbound service on A/O/Z, would like more clarity on exactly when the intersection improvements would be made, and if a temporary stop on 3rd St would be

ADA accessible. Anthony also referred to his email which was given to all committee members.

Ms. Sutton stated that staff needs to ensure that customer service clerks have all appropriate information to relay to customers and that student employees must be upheld to professionalism standards just like staff.

(Ms. Sutton departed at approximately 5:00pm)

Mr. Flynn said that Unitrans would have an accessible stop at or near 3rd/G in response to comments. Mr. Abbanat said that the City should have improvements in place within 12 months.

Ms. Allen requested that the UAC receive updates on the Amtrak stop with the quarterly General Manager's Report and to also provide an update on improving advertising for meetings by the July UAC meeting.

Ms. Sheets apologized for the lapse in information from the phone assistance.

Ms. Deshpande asked how long the Amtrak stop would be moved. Mr. Abbanat responded for approximately one year.

Mr. Reyes asked when the changes would go into effect. Mr. Flynn said on the first Monday in August 2019.

Ms. Allen asked for a motion to accept the proposed changes. Motion provided by Hacker/Kaepelin. Unanimous vote approved the motion with no abstentions. 6-0-0.

7. General Manager's Report

Mr. Flynn presented the quarterly General Manager's Report. Mr. Flynn reported:

- Strong ridership in January and February
- Two major collisions to date, the same as last fiscal year
- On time performance suffered in winter due to City road construction and traffic
- Customer complaints are down with pass-ups make up a significant portion of complaints. Staff hopes to reduce with reinstatement of peak service and extra capacity trippers,
- Budget expenses coming in lower due to career salary savings

- Student fee passage will result in financial stability and Unitrans must deliver on our promise of improvements.
 - Ms. Allen asked if the graduate students voted on a fee. Mr. Flynn stated that they did not and may take up in Fall 2019.
- FY 2020 estimated deficit is by design as student fee increase is implemented in stages but is reduced from original projections.
- The Unitrans Financial Working Group concluded discussions and provided recommendations to UCD executives focusing on longer term funding issues and service.
- Capital program update: two new double-deck buses in service, two new smaller buses arrived this week, five new CNG-fueled single deck buses will be ordered in May 2019, fuel station rehabilitation completed, electric bus program infrastructure is fully funded and staff is incorporating pavement reconstruction into scope, and a purchase order for replacement shelters will be issued in May with installation of the new shelters hopefully in summer.

Ms. Hacker asked why the graduate students did not vote. Mr. Flynn stated that the graduate students were seeking a fee remission from the Chancellor's Office to offset the fee cost but the negotiations to include all graduate students did not conclude in time.

Public Comment:

An anonymous member of the community stated that cars are allowed to park in front of the bus stop on Chiles/Mace in front of Cindy's Restaurant. She said that buses need to be able to pull to the curb to board customers with limited mobility and the City needs to eliminate car parking in front of bus stops.

Mr. Flynn stated that not all bus stops are accessible as many have been in place for a very long time. Accessibility in line with ADA standards is triggered when stop improvements occur. There are inaccessible stops in locations like downtown however making all stops accessible would lead to a loss of parking which the City would need to review and approve.

Ms. Allen asked if Unitrans notes in the schedule or online if a bus stop is accessible. Mr. Flynn said that Unitrans does not but that staff will review and try to implement the suggestion.

Next Meeting: July 25, 2019, 4:00 pm, location TBD

Adjourn: 5:20pm