

**Unitrans Advisory Committee
City Council Community Chambers
Thursday, April 19, 2018**

Meeting Minutes

Committee Members

Present: Sheila Allen, Member at Large
Eric Gudz (BTSSC)
Ko Ser Htoo, ASUCD
Atanas Spasov, ASUCD
Helen Sutton, Member at Large

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
Linda Alemania, Davis Community Transit
Alex Murrain, Davis Community Transit

Meeting called to order at 4:00pm.

1. Roll Call

Five committee members were in attendance, constituting a quorum.

2. Elect Chair, Vice Chair

Motion to elect Sheila Allen as Chair and Ko Ser Htoo as Vice Chair was made (Gudz/Sutton) and unanimously approved.

3. Approval of Agenda

Motion to approve the agenda was moved (Gudz/Spasov) and unanimously approved.

4. Committee and Staff Announcements

Ms. Allen announced that a travel training meeting was held at Rancho Yolo on Saturday, April 7, and that it was well attended. Representatives from various transportation providers were in attendance to provide information and assistants to meeting attendees.

Mr. Abbanat reported that the City is working on a project to improve access options to the Amtrak Station through a Civic Lab grant provided by SACOG through new, innovative transportation services.

Ms. Allen inquired if the focus will be on improving access for Davis residents or to individuals outside of Davis. Mr. Abbanat replied that the initial focus will be on City residents and that discussions will need to take place with other entities to come up with plans and funding to expand services beyond the City's boundaries.

5. Public Comment

There were no public communications.

6. Regular Items

A. Draft Minutes: January 18, 2018 Meetings

Motion to approve the draft minutes from the January 18, 2018 meeting was moved (Spasov/Sutton) and was unanimously approved.

B. General Manager's Report

Mr. Flynn provided an update on Unitrans' activities and performance for the prior quarter. Through March 2018, Unitrans ridership is up by 2.5 % compared to this time last year, and Unitrans remains on track to exceed four million customer boardings by the end of June 2018.

Mr. Flynn updated the Committee on current discussions underway with UC Davis administrators to establish a University financial contribution to Unitrans' annual operating budget to avoid or mitigate potential future service cuts. As a prerequisite to consideration of funding for Unitrans services, the University has initiated an advisory review to assess operating efficiencies and existing/potential revenue sources that can be used to augment Unitrans' budget. This review is expected to be completed by the end of June 2018.

Mr. Flynn reported on Unitrans fiscal year-to-date expenditures compared to budget. Through March 2018, Unitrans has expended 72 percent of the approved budget and is on track for year as budgeted. He also reported that Unitrans was recently notified of a Federal Transit Administration (FTA) grant award of \$1.2 million in federal funds to rehabilitate aging buses. This project will extend useful life of 6-8 buses by approximately six years and is expected to reduce day to day maintenance cost.

Mr. Flynn provided an update on Unitrans' hiring and training efforts to stabilize the student workforce. Unitrans' goal is to have 175 drivers in place by Fall 2018 to maintain the transit service schedule commitment. This goal will require that Unitrans hire and train about 80 drivers by August 2018.

Mr. Flynn provided an update on Unitrans' safety record. To date in FY 2018, Unitrans has experienced two major collisions, which is down compared to FY 2017 data.

Mr. Spasov inquired about the potential causes for the high number of preventable accidents in FY 2017. Mr. Flynn and Ms. Brackney replied that most of the accidents occurred during Winter 2017, which coincided with significant stormy weather throughout the season.

Mr. Flynn provided a brief update on capital equipment replacement projects underway. Two new double deck buses are expected to be delivered by early Fall 2018. In addition, Unitrans is in the process of purchasing two small cutaway buses to replace existing buses acquired nearly 15 years ago. Mr. Flynn also reported on Unitrans' electric bus program and maintenance facility improvements, which include repaving, storm water mitigation, and expansion parking. The UC Davis Design & Construction Management (DCM) office has completed conceptual design and are starting an electrical load study to determine the impact of electric bus charging on the University's power grid.

Finally, Mr. Flynn reported on Unitrans' 50th Anniversary celebration that took place on Friday, March 3. Unitrans received \$13,000 in private sponsorships to minimize budgetary impacts.

Ms. Allen asked how Unitrans uses small cutaway vehicles. Mr. Flynn replied that Unitrans uses the smaller vehicles for employee shuttles, the current Amtrak Station shuttle service on Sunday evenings, and occasional support and assistance to Davis Community Transit. The Committee talked briefly about the potential for these smaller, more flexible vehicles to be used for different types of potential future transit services.

C. Public Hearing: FY 2019 Unitrans Service and Unitrans/DCT Fare Change Proposal

Mr. Flynn presented a staff report on Unitrans' planning and outreach efforts related to proposed transit service changes and fare increases for both Unitrans and DCT. An increase in cash and pass prices is projected to increase revenues by \$26,000-\$40,000 annually starting in FY 2019 for Unitrans, and by approximately \$5,000 for DCT. Unitrans estimates that annual net savings from the proposed transit service changes will be approximately \$210,000. The last time that fares were increased was in 2004 for Unitrans and in 2009 for DCT.

Mr. Flynn summarized the public outreach process carried out by Unitrans and DCT staff, which included several public meetings, a press release issued by UC Davis on behalf of Unitrans, print ads published in the Davis Enterprise and California Aggie newspapers, a print brochure distributed on buses, and social media posts (Unitrans web site and Facebook pages).

The full fare increase proposal is as follows:

| | <u>Today</u> | <u>Proposed</u> | <u>% Increase</u> |
|------------------|--------------|-----------------|-------------------|
| Cash Fare | \$1.00 | \$1.25 | 25% |
| Annual Pass* | \$180.00 | \$216.00 | 20% |
| Quarter Pass | \$64.00 | \$77.00 | 20% |
| Monthly Pass | \$25.00 | \$30.00 | 20% |
| 10-Ride Ticket | \$6.00 | \$7.50 | 25% |
| V & X Lines | Free | Fare Required | NA |
| DCT Regular Fare | \$2.00 | \$2.50 | 25% |
| DCT Premium Fare | \$4.00 | \$4.50 | 13% |

Mr. Flynn also outlined the proposed service changes, which are summarized as follows:

- Discontinue C Line
 - Extend B Line into Wake Forest Loop
 - Extend service span on B and K Lines
 - Trippers may be needed during morning hourly arrivals at the MU Terminal to accommodate peak demand
- Based on student residential information, modify T line to serve student concentrations in the Solano Park, Slide Hill Park, and Wild Horse neighborhoods and provide more direct service to Holmes Junior High School

- Also, assess implementation of a new North/West Davis route serving Davis Senior High School and Holmes Junior High School
- Sunday Evening Amtrak Shuttle: Discontinue due to very low ridership
- Midday service reductions on the D, G, J, V, and W lines
- Reinvest savings into the heavily impacted peak period J and W lines

If approved by the Unitrans Advisory Committee, these service and fare changes will be forwarded to the Davis City Council for review and adoption. All adopted fare changes would go into effect in July 2018, while approved service changes would go into effect in August 2018.

Ms. Htoo asked if Unitrans drivers are consistent in requiring fare or ID/passes from passengers. Ms. Sheets indicated that drivers strive to be as consistent as possible, but sometimes allow customers to board if they have their IDs or passes. Mr. Flynn indicated that valid fares are not checked at the two bus terminals because of driver shift changes and the need to expedite the boarding process for buses to depart on schedule.

Mr. Gudz asked if ASUCD is planning a new fee referendum to request additional student fee revenue from undergraduate students. Mr. Flynn reported that such a request is not planned in the short term since undergraduate students have already assessed themselves a total of \$34.50 per quarter for Unitrans operating and capital funding.

Ms. Htoo asked if the T line provides all day service. Mr. Flynn responded that the T line provides only one morning trip and one afternoon trip, which is scheduled in coordination with bell schedules for Davis Joint Unified School District (DJUSD) school sites.

Ms. Sutton asked if Unitrans will honor ten-ride tickets sold before fare increases go into effect. Mr. Flynn responded that ten-ride tickets carry no expiration date, so Unitrans will continue to honor any legitimate ten-ride ticket presented to a driver.

Ms. Sutton asked if Unitrans plans to adjust the morning bus schedules as a way to shift customer demand for service arriving to campus in time for classes. Mr. Flynn responded that Unitrans is not proposing any such adjustments at this time.

Ms. Allen opened and then closed the public hearing. There were no public comments.

Motion was made and seconded (Gudz/Spasov) to recommend proposed fare increases and service changes to the Davis City Council. Motion passed unanimously.

Members of the Committee asked about the possibility of providing a recommendation to the City Council to advocate for University financial support for Unitrans. Mr. Abbanat responded that the Committee can bring forward recommendations to put on the City Council's radar for discussion between City and UC Davis leadership.

Motion was made and seconded (Gudz/Spasov) that the Unitrans Advisory Committee recommend that the City Council provide a recommendation to the Chancellor for direct financial support for Unitrans, and authorize the Chair and Vice Chair to send a letter to the City Council on behalf of the Committee. The motion was unanimously approved.

7. Committee and Staff Communications

Mr. Gudz announced that the Davis Downtown workshop will take place the week of April 23, at which the Davis Downtown Core Specific Plan will be discussed and opportunities for input and feedback will be provided.

Mr. Abbanat reported that the next UAC meeting is scheduled for July 26, 2018.

8. Adjournment

Mr. Spasov moved to adjourn the meeting. Motion seconded by Ms. Htoo and was unanimously approved. The meeting was adjourned at 5:20pm.