



Minutes
Unitrans Advisory Committee (UAC)
July 23, 2020
4:00 p.m.

Committee Members: **Francois Kaeppelin (Chair, ASUCD)**, Frank Reyes (Vice Chair, Member at Large, absent), **Sheila Allen (Member at Large)**, Forrest Pasturel (ASUCD, absent), **Tenzin Youedon (ASUCD)**, **Janet Regnell (Senior Citizen Commission)**, **Helen Sutton (Member at Large)**, **Ayush Patel (BTSSC)**, **John Johnston (NRC)**

Council Liaison: **Mayor Gloria Partida**

Staff: Brian Abbanat, Senior Transportation Planner
Jeff Flynn, Unitrans General Manager
Teri Sheets, Unitrans Assistant General Manager-Administration
Lisa Brackney, Unitrans Assistant General Manager-Operations
Linda Alemania, Davis Community Transit Paratransit Supervisor
James Haven, Davis Community Transit Coordinator
Emilio Romo, Davis Community Transit Coordinator
Jennifer Donofrio, City of Davis Bicycle & Pedestrian Coordinator

1. Call to Order & Roll Call

Call to order at 4:03pm; at roll call, 7 of 9 members were present constituting a quorum.

2. Approval of Agenda

Approved unanimously with no change. Johnston/Patel

3. Brief Announcements from Staff and Liaisons

a. Council Liaison(s) Announcements

Mayor Partida stated that she was pleased to see that Unitrans is participating in TDM planning with the City and developer for the Davis Innovation Sustainability Campus (DISC).

b. Other Staff Announcements

Brian Abbanat stated that the Anderson Road corridor workshop was posted to the City's project web site for design changes to improve safety in the corridor and all are welcome to participate. Outreach taking place in advance of grant application to be submitted to

SACOG in the fall.

John Johnston asked about Russell Blvd project. Brian Abbanat stated that the City is working with the University on a Request for Qualifications for interested firms to propose a team on performing the planning and outreach study that will cover Russell Boulevard from the western edge of the city to A Street.

Sheila Allen asked about the status of the new crosswalk across Fifth Street at the Fifth Street Sterling Apartment complex. Both Jeff Flynn and Brian Abbanat responded that they did not know but that an update will be sent to the UAC following the meeting.,

4. Public Communications

At this time any member of the public may address the committee on matters which are not listed on this agenda, or are listed on the consent calendar.

None.

5. Regular Items

a. Approve Minutes of the April 25, 2019 Meeting

Unanimous approval without amendments. Patel/Allen

b. General Manager's Report

Jeff Flynn, the Unitrans General Manager, presented the General Manager's Report starting with an operational update and updates related to COVID-19. Today, Unitrans is operating an expanded "break" service with all lines operating from the Memorial Union bus terminal. For fall 2020, Unitrans is planning on operating an enhanced "summer" schedule with 30-60 minute service on all lines. Ridership has increased from 350/day in March to 800 today. Unitrans is still fare-free. Unitrans is paying front line staff a \$1.50/hour premium for shifts. On August 3, 2020, some service changes will go into effect – Drop off only pilot for four bus stops on the G/J lines; adjusting morning schedules back 5 minutes to improve on-time performance for morning operations; relocation of J/Menlo bus stop to J/Cranbrook for better line of sight for Cannery residents. The Z & O lines are rerouted due to the downtown open air dining program along 2nd Street. In May, the UAC asked for an update on DISC impacts. Jeff provided an update that he provided informal, in person information to a DISC representative and expressed a preference for operating on street instead of in an off street transit center inside the DISC. Jeff also expressed concerns about traffic conditions on Mace Blvd and was optimistic that the DISC plan calls for the developer to participate and contribute to an electric bus shuttle service connecting the DISC, Amtrak, and UC Davis. Unitrans already connects all those places in a straight line and this would be a great public transit partnership opportunity. The UAC also asked for an update about bus stop accessibility issues. Jeff reported that accessibility concepts for medical offices at 2440 Covell Blvd were presented by the City to DCT, Unitrans, and the customer who complained about the lack of accessibility and that all three shared the same preferred option. The next step is for the City to build the improvement into their next paving project which would be 2021 at the soonest. Unitrans also moved a bus stop on Sycamore Lane from an inaccessible location to an accessible one.

Sheila Allen stated that she appreciated hazard pay for bus drivers and asked if the downtown Z & O reroute is the same as the safety related reroute that the UAC approved a year ago. Jeff said yes, it's the same reroute and this will give us an opportunity to test impacts. John Johnston asked about driver barriers and using them for driver security. Jeff stated that they could be used for driver security but the plexiglass barrier isn't very thick. Driver feedback will be solicited to see post-COVID 19 if drivers want to keep them for health and security reasons. John Johnston also asked about Unitrans' preference to operate on-street in the DISC instead of an off-street transit center and the reasoning. Jeff stated that going into off-street transit centers adds more time to schedules and as a result, money. On-street facilities can be designed to feel transit center like and avoid the extra time issue. Francois Kaepellin asked why Unitrans staff believes ridership is increasing. Jeff stated that it is likely due to a variety of reasons including businesses reopening and the shelter in place being lifted.

c. Title VI and Language Assistance Plan Update and Public Hearing

Jeff Flynn presented on the City of Davis and Unitrans' Title VI program and Language Assistance Plan update. The program is required to be updated every three years and receive governing body review and adoption. The program is required through the 1964 Civil Rights Act and states that "No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance." Both Unitrans and DCT receive federal transit funding. To remain compliant, we look at demographics data, language assistance requests from customers, perform community outreach to social service providers, engage operators, etc. to determine what types of language barriers there are to bus service. Based on the outreach and data, Unitrans and DCT will continue to provide all vital documents such as the Title VI policy, fare information, service applications, complaint procedures, etc. in English, Spanish, and Mandarin Chinese. No other languages met the minimum threshold for translation services and operations staff at DCT and Unitrans did not report regular requests or difficulty communicating in languages other than Spanish and Chinese. As a service to our community though, Unitrans and DCT will continue to offer oral and written translation services free of charge in any language upon request which is above and beyond Title VI requirements. We can offer this due to Unitrans being a part of UC Davis which has access to language services.

Sheila Allen asked if Korean met the threshold for translation. Jeff stated that it did not and that drivers did not report encountering Korean speaking customers however oral and written translation in Korean will be provided upon request. Mayor Partida asked where to get translated info on the Unitrans website. Jeff stated that general info, fare info, and complaint info are all available in Spanish and Chinese. The Mayor pointed out that the info is not easy to find and Jeff stated that they would resolve that issue. Sheila Allen asked about Google Translation services. Jeff stated that the Google Translation add-on is no longer available to all users and also has trouble translating more "jargon" like words but if alternatives are available, Unitrans is very open to trying them.

Chair Kaepellin opened the public hearing. No members of the public asked to speak and the public hearing was closed.

John Johnston made the motion for approval and Ayush Patel seconded. Unanimously

approved the following “Recommend that the City Council approve the proposed City of Davis/Unitrans Title VI Civil Rights Program and Language Assistance Plan.”

6. Committee and Staff Communications

a. Long Range Calendar (subject to change)

Sheila Allen asked if we had outstanding items on the Long Range Calendar and Sheila requests regular updates on the electric bus progress. Jeff Flynn stated that in October a new chair and vice chair will need to be elected. John Johnston asked what a chair and vice chair do. Brian Abbanat said that the chair runs the meeting and the vice chair is the backup. They also make the agenda with staff. Mayor Partida asked for better coordination between Yolobus and Unitrans, particularly on showing all options to customers. Jeff said he'd provide an update on how customer systems can be better coordinated. John Johnston asked for an update on Amtrak Station Accessibility and the status of the study. Brian Abbanat said that the medium term plan is to work with a new property owner at 3rd/H to improve safety at the intersection to preserve station access. The current property owner is not open to working with the City or University on improving safety at the intersection or improve pedestrian connections. The Amtrak Accessibility Study was completed and was sent as an informational item to the BTSSC. Teri Sheets said she would provide an update on our every three year federal audit in 2021.

b. Committee Member Announcements

No additional discussion or announcements.

7. Adjourn

Motion by Patel/Allen. Move to adjourn unanimously approved.

Next meeting scheduled for Thursday, October 22, 2020 at 4:00 p.m.