

**SACRAMENTO REGIONAL TRANSIT DISTRICT
BOARD OF DIRECTORS
BOARD MEETING
September 14, 2009**

ROLL CALL: Roll Call was taken at 6:02 p.m. **PRESENT:** Directors Dickinson, Hammond, Hume, MacGlashan, Slowey, Morin, Nottoli, Pannell, Sander, Tretheway and Chair Cohn.

CONSENT CALENDAR

1. Motion: Action Summary - Board Meeting of August 24, 2009
2. Resolution: Ratifying the Contract with MetLife to Provide Long Term Disability Benefits for Employees (Bonnel)
3. Resolution: Approving the Supplemental Construction and Maintenance Agreement with the State of California and the Sacramento-Placerville Transportation Corridor Joint Powers Authority for the Widening of the US 50 West Citrus Bridge Modification of the Adjacent Overhead Contact System (Austin)
4. Resolution: Approving First Amendment to Contract with AECOM for Aerial Structure Design Services for the South Sacramento Corridor Phase 2 Project (Abansado)
5. Resolution: Approving Amendment 2 to Work Order 53 (Specialty Track Design Support Services for the South Sacramento Corridor Phase 2 Project) to the Contract with Psomas for the General Engineering Support Services (Abansado)
6. Resolution: Approving Work Order 2, Supplement 2, to the Contract with 4LEAF, Inc. for General Construction Management Support Services for the Bus Maintenance Facility II Project (Gamble)
7. Resolution: Approving Fourth Amendment to Contract with Lockwood, Andrews & Newnam, Inc. for Civil, Track and Structure Design Services for the South Sacramento Corridor Phase 2 Project (Abansado)
8. Resolution: Delegating Authority to the General Manager/CEO to Amend and Execute Current Transfer Agreements Consistent with Board Action on June 22, 2009 to Eliminate Transfers from the RT Fare Structure (Brookshire)
9. Resolution: Approving the Modified Job Description of Manager, Contracts and

Disadvantaged Business Enterprise (Bonnel)

10. Resolution: Reject all Proposals for Transit Oriented/Joint Development Project at Regional Transit's Administrative Office Complex (Mattos)
11. There is no item for this number.

ACTION: APPROVED - Director Nottoli moved; Director Pannell seconded approval of the consent calendar as written. Motion was carried by voice vote with the exception of Director Dickinson who recorded a "NO" vote on Item #8 only.

GENERAL MANAGER'S REPORT

12. General Manager's Report
 - a. Federal Updates
 - b. State Updates
 - c. Fare Increase and Service Change Updates
 - d. California Capital Airshow Update
 - e. RT Meeting Calendar

Mike Wiley verbalized his written report. Mark Lonergan provided the Board with a verbal update on the California Capital Airshow noting that ridership was down this year from last year.

INTRODUCTION OF SPECIAL GUESTS

UNFINISHED BUSINESS

13. Adoption: Ordinance 09-09-01, Approving Regulations for Charging Fees at RT Park and Ride Lots and Establishing Enforcement Procedures for Parking Violations at RT Facilities (Mattos)*

Barbara Stanton, who was unable to attend, provided verbal comments to Mike Wiley supporting this item.

ACTION: APPROVED - Director Tretheway moved; Director Slowey seconded approval of the item as written. Motion was carried by voice vote.

14. Information: Update on Changes to Route 14 (Covington)

Speaker: Mike Barnbaum

Barbara Stanton, who was unable to attend, provided verbal comments to Mike Wiley supporting the route adjustments.

ACTION: NONE - Oral Presentation by RoseMary Covington.

PUBLIC HEARING

NEW BUSINESS

At this time, Chair Cohn recused himself from this item as SMUD is his employer. The Clerk called the item.

15. Resolution: Approving an Easement Agreement with the Sacramento Municipal Utility District between Gardendale Road and Meadowview Road (Arnold)

ACTION: APPROVED - Director Morin moved; Director Pannell seconded approval of the item as written. Motion was carried by voice vote. Chair Cohn recused himself from voting on this item.

NOTE: Items 16 - 20 were all read and taken at the same time (see list below).

16. Authorizing Interfund Borrowing Agreements for the Downtown Natomas Airport Minimal Operating Segment 1 (DNA MOS 1) (Brookshire)
 - A. Resolution: Delegating Authority to the General Manager/CEO to Execute a Cooperative Agreement with the California Department of Transportation; and
 - B. Resolution: Amending the FY10 Capital Budget; and
 - C. Resolution: Authorizing Interfund Borrowing Agreement for DNA MOS-1 from the Developer Fee Trust Account; and
 - D. Resolution: Conditionally Authorizing Interfund Borrowing Agreement for DNA MOS-1 of Funds from the Reserve Fund
17. Resolution: Conditionally Awarding Design Build Contract for the Minimal Operating Segment 1 for the Downtown Natomas Airport Rail Corridor Project to Stacy & Witbeck, Inc. (Abansado)
18. Resolution: Conditionally Approving the First Amendment to the General Construction Management Support Services - 2007 Contract with 4LEAF, Inc. and Conditionally Approving Work Order No. 9 to the General Construction Management Support Services Contract for Construction Management Support Services for the Downtown Natomas Airport Minimal Operating Segment 1 Project (Gamble)

19. Resolution: Approving the Project Agreement for the Minimal Operable Segment for the Downtown Natomas Airport Rail Corridor Project with the City of Sacramento (Abansado)
20. Resolution: Delegating Authority to the General Manager/CEO to Execute Utility Agreements for Downtown Natomas Airport Minimal Operating Segment Project (Abansado)

Diane Nakano and Dee Brookshire provided an overview of Items 16 - 20. Ms. Nakano indicated that the DNA MOS1 Project will now be referred to as the "Green Line to the River District" as requested by the Federal Transit Administration; and the rest of the project will be referred to as the "Green Line to the Airport".

Dee Brookshire noted a correction to the fiscal impact section of Item #16 which should read, "This action...to be repaid no later than October 1, 2014..." instead of 2012.

Director Hume requested a breakdown of the line item listed for District 4 on Item #16, page 3 of 5 of the issue paper.

ACTION: APPROVED - Director Tretheway moved; Director Dickinson seconded approval of items 16 - 20 as written. Motion was carried by voice vote.

REPORTS, IDEAS AND QUESTIONS FROM DIRECTORS, AND COMMUNICATIONS

21. Chair's Report (Cohn)

None at this time.

Director Tretheway thanked RT staff for their participation in Celebrate Natomas on September 12, 2009.

PUBLIC ADDRESSES THE BOARD ON MATTERS NOT ON THE AGENDA

Speakers:

Jeffrey Tardaguila - Mr. Tardaguila would like to know the costs associated with making services changes and fare increases in September 2009 versus those in January 2009. He wanted to know if the cost of the changes benefited RT after expenses.

William Lowell* - Mr. Lowell would like RT to put slanted eaves on all bus shelters to protect passengers from the elements. He also sang a song relative to public health care.

Mike Barnbaum - Mr. Barnbaum reminded everyone to participate in the Special Olympics Duck Race noting that RT and Pride Industries were two of the sponsors. He

also provided information on some Sacramento events as well as reminding everyone of the CCJPA meeting on Wednesday, September 16th.

ANNOUNCEMENT OF CLOSED SESSION ITEMS

RECESS TO CLOSED SESSION

CLOSED SESSION

RECONVENE IN OPEN SESSION

CLOSED SESSION REPORT

ADJOURN

*Handout

As there was no further business to be conducted, the meeting was adjourned at 7:15 p.m.

STEVE COHN, Chair

A T T E S T:

MICHAEL R. WILEY, Secretary

By: _____
Cindy Brooks, Assistant Secretary

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
2	10/05/09	Open	Action	09/03/09

Subject: Rejection of Claims

ISSUE

Whether to reject the following claims against Regional Transit.

RECOMMENDED ACTION

Adopt a motion to reject the following claims:

<u>Claimant</u>	<u>Amount Claimed</u>	<u>Description</u>
Corcuera, Nenita	\$1,500,000.00	<u>Rejection of Claim:</u> Claim is for injuries allegedly sustained when RT bus was involved in a collision with a vehicle.
Williams, Kerry	\$150,000.00	<u>Rejection of Claim:</u> Claim is for injuries allegedly sustained when claimant was assaulted by another passenger onboard an RT bus.

FISCAL IMPACT

Budgeted:	Yes	This FY:	\$	N/A
Budget Source:	Operating	Next FY:	\$	N/A
Funding Source:	Local	Annualized:	\$	N/A
Cost Cntr/GL Acct(s) or Capital Project #:	N/A	Total Amount:	\$	N/A
Total Budget:	\$ See Below			

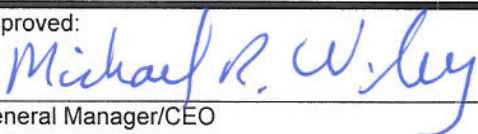
DISCUSSION

Regional Transit establishes reserves in an aggregate amount sufficient to cover losses for all claims up to the self insurance limit.

The above referenced claims are currently under investigation to determine if RT has any liability. Therefore, staff recommends the Board adopt a motion rejecting the above claims.

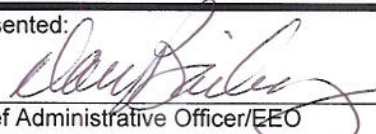
Approved:

General Manager/CEO



Presented:

Chief Administrative Officer/EEO



REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
3	10/05/09	Open	Action	09/22/09

Subject: Approve the First Amendment to the Contract for State Lobbying Services

ISSUE

Whether or not to approve the First Amendment to the Contract for State Lobbying Services.

RECOMMENDED ACTION

Resolution No. 09-10-____, Approving the First Amendment to the Contract with Smith, Watts and Company, LLC for State Lobbying Services.

FISCAL IMPACT

No fiscal impact as a result of this action.

DISCUSSION

On August 10, 2009, the Board approved a Contract between RT and Smith, Watts & Company, LLC for State Lobbying Services. The Request for Proposals (RFP) included a requirement for professional liability (PL) insurance that cannot be met by an individual or firm solely in the lobbying profession. Only during the execution of the contract when the insurance certificates were required to be submitted by Smith, Watts & Company LLC was this brought to staff's attention. Staff consulted with RT's insurance broker Aon, who confirmed that PL insurance is not available for the lobbying profession, and that errors and omissions insurance is not available for lobbyists to purchase; therefore, the requirement cannot be met and must be waived. RT staff cannot waive the requirement due to the fact that this change in the insurance requirements is considered a material change to the terms and conditions of the RFP "after the fact," since proposals have already been received and the Contract has been awarded and executed. Only the Board has the authority to approve such a material change "after the fact."

The requirement for PL insurance was included in the RFP from past history with lobbying firms that have done business with RT. Many former and current RT lobbyists have been and are attorneys that provide other consulting services and carry PL insurance. The RFP did not require the lobbyist to be an attorney, and the scope of services requires performance solely in the capacity of lobbyist activities. The lobbyist is not required to engage in activities that would result in the need for coverage where a lawyer's professional act (or omission) would result in injury or damage to RT.

Staff recommends the Board approve a First Amendment to the Contract for State Lobbying Services to waive and delete the requirement for professional liability insurance from the Contract terms and conditions.

Approved:

General Manager/CEO



Presented:

Acting Community and Governmental Affairs Manager

J:\CGA\Issue Papers\2009003_IP.FirstAmendStateLobbying.doc



RESOLUTION NO. 09-10-_____

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

October 5, 2009

**APPROVING THE FIRST AMENDMENT TO THE CONTRACT WITH SMITH, WATTS
AND COMPANY LLC FOR STATE LOBBYING SERVICES.**

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE
SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the First Amendment to the Contract between Sacramento Regional Transit District, therein referred to as "RT," and Smith, Watts & Company, LLC, therein referred to as "Consultant," for State Lobbying Services whereby the requirement for professional liability insurance is waived and deleted from the Contract terms and conditions, is hereby approved.

THAT, the Chair and the General Manager/CEO are hereby authorized and directed to execute said First Amendment.

STEVE COHN, Chair

A T T E S T:

MICHAEL R. WILEY, Secretary

By: _____
Cindy Brooks, Assistant Secretary

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
4	10/5/09	Open	Action	09/21/09

Subject: Approving the Second Amendment to Contract with Robert E. Kershaw

ISSUE

Whether or not to approve the second amendment to the Contract for Temporary Employment for Bridges and Structures Engineering Support Services for the South Sacramento Corridor Phase 2 Project with Robert E. Kershaw.

RECOMMENDED ACTION

Adopt Resolution No. 09-10_____, Approving the Second Amendment to the Contract for Temporary Employment for the Bridges and Structures Engineering Support Services for the South Sacramento Corridor Phase 2 Project with Robert E. Kershaw.

FISCAL IMPACT

Budgeted:	Yes	This FY:	\$	25,000
Budget Source:	Capital	Next FY:	\$	N/A
Funding Source:	CMAQ/TCRP/MSA/STA	Annualized:	\$	N/A
Cost Cntr/GL Acct(s) or Capital Project #:	410.03.03.02.02	Total Amount:	\$	25,000
Total Budget:	\$ 69,000			

DISCUSSION

On December 4, 2008, RT entered into a contract for temporary employment with Robert E. Kershaw to provide engineering support services for the bridges and structures for the South Sacramento Corridor Phase 2.


On June 22, 2008, the Board approved the first amendment to the Contract with Robert E. Kershaw, to extend the term through December 2009. The duration of preliminary engineering design was extended, which requires Mr. Kershaw's expertise in managing the bridge and structures design for the South Sacramento Corridor Phase 2 Project.

Due to on-going coordination with the Civil and Track and Systems design consultants and environmental issues related to access to the project site, Mr. Kershaw's contract value will be exhausted prior to expiration of the term of his contract.

Approved:


General Manager/CEO

Presented:


Director, Civil and Track Design

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
4	10/5/09	Open	Action	09/21/09

Subject: Approving the Second Amendment to Contract with Robert E. Kershaw

Mr. Kershaw is providing engineering support to the bridge design consultant, assisting in the bridge type selection, and reviewing bridge plans, specifications and cost estimates for the South Sacramento Corridor Phase 2 Project. Mr. Kershaw has extensive experience in bridge and structures design, construction and construction management for both the public and private industry, including highway and transit bridge structures.

Staff recommends Board approval of the second amendment to the contract with Robert E. Kershaw for Bridges and Structures Engineering Support of the South Sacramento Corridor Phase 2 Project, to increase the total consideration by \$25,000.00, from \$44,000.00 to \$69,000.00.

RESOLUTION NO. 09-10-_____

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

October 5, 2009

**APPROVING SECOND AMENDMENT TO THE CONTRACT FOR
TEMPORARY EMPLOYMENT FOR BRIDGES AND STRUCTURES
ENGINEERING SUPPORT SERVICES FOR THE SOUTH SACRAMENTO
CORRIDOR PHASE 2 PROJECT WITH ROBERT E. KERSHAW**

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE
SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the Second Amendment to Contract for Temporary Employment - Bridges and Structures Engineering Support Services, between Sacramento Regional Transit District, therein referred to as "RT," and Robert E. Kershaw, therein referred to as "Contractor," whereby the total consideration is increased by \$25,000.00, from \$44,000 to \$69,000.00, is hereby approved.

THAT, the Chair and General Manager/CEO are hereby authorized and directed to execute said amendment.

STEVE COHN, Chair

ATTEST:

MICHAEL R. WILEY, Secretary

By: _____
Cindy Brooks, Assistant Secretary

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
5	10/05/09	Open	Action	09/09/09

Subject: Approving Third Amendment to Contract with Elevator Services Company for Elevator Maintenance and Repair Services

ISSUE

Whether or not to approve the Third Amendment to the Contract with Elevator Services Company for Elevator Maintenance and Repair Services.

RECOMMENDED ACTION

Adopt Resolution No. 09-10-_____, Approving the Third Amendment to the Contract with Elevator Services Company for Elevator Maintenance and Repair Services.

FISCAL IMPACT

Budgeted:	Yes	This FY:	\$	15,423
Budget Source:	Operating	Next FY:	\$	
Funding Source:	Local	Annualized:	\$	N/A
Cost Cntr/GL Acct(s) or Capital Project #:	GL# 630024 Cost Center: 37	Total Amount:	\$	15,423
Total Budget:	\$ 15,423			

DISCUSSION

On October 29, 2007, the General Manager executed a 2-year contract to Elevator Services Company for Elevator Maintenance and Repair Services for 8 elevators, effective November 1, 2007. The contract is set to expire on October 31, 2009. On May 14, 2008, the First Amendment was executed to add 1 elevator to the scope of services and increase the total consideration by \$2,189.70. On November 10, 2008, the Second Amendment was executed to add 3 wheelchair lifts at 3 light rail stations to the scope of services and increase the total consideration by \$1,080.00. The current contract total is \$88,560.10.

During re-solicitation discussions between Procurement staff, Facilities staff and RT's Legal Department, staff agreed to re-solicit the contract for a 3-year term, revise the new scope of service procedures for repairs to include minor repairs on trouble call backs, and approve major repairs by Work Order on specified items. Since the revised estimate of \$135,000 for the new 3-year term contract requires Board approval to solicit and award, staff determined that an extension of the current contract by 4 months was necessary to allow for Board approval and award of the new 3-year contract prior to expiration of the current contract.

Approved:

General Manager/CEO

Presented:

Director, Facilities

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
5	10/05/09	Open	Action	09/09/09

Subject: Approving Third Amendment to Contract with Elevator Services Company for Elevator Maintenance and Repair Services

Staff is requesting that the Board extend the term of the Contract for 4 months from November 1, 2009 to February 28, 2010 and to increase the total consideration by \$15,423.00 to \$103,983.10. All services provided by Elevator Services Company during the 4-month extension period will be billed using the prices set forth in the Invitation to Bid, Bid Form 6.2, for Year 2 of the Contract. Staff considers this option to be the most advantageous to RT.

Staff recommends that the Board approve the Third Amendment to the Contract with Elevator Services Company.

RESOLUTION NO. 09-10-_____

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

October 5, 2009

APPROVING THE THIRD AMENDMENT TO THE CONTRACT WITH ELEVATOR SERVICES COMPANY FOR ELEVATOR MAINTENANCE AND REPAIR SERVICES

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the Third Amendment to the Contract for Elevator Maintenance and Repair Services between Sacramento Regional Transit District, therein referred to as "RT," and Elevator Services Company, therein referred to as "Contractor," whereby the total consideration is increased by \$15,423.00 to \$103,983.10 and the Contract term is extended by 4 months to February 28, 2010, is hereby approved.

THAT, the Chair and General Manager/CEO are hereby authorized and directed to execute said Amendment.

STEVE COHN, Chair

ATTEST:

MICHAEL R. WILEY, Secretary

By: _____
Cindy Brooks, Assistant Secretary

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
6	10/05/09	Open	Action	09/17/09

Subject: Authorizing Travel Outside the United States for John Gomez and Kerry Kopp, Training Supervisors (LR), to Attend the APTA Rail Rodeo Fall Planning Meeting to be Held in Vancouver, BC, Canada, October 29 - 31, 2009

ISSUE

Whether or not to authorize travel outside the United States for John Gomez and Kerry Kopp, Training Supervisors (LR) to attend the APTA Rail Rodeo Fall Planning Meeting to be held in Vancouver, BC, Canada October 29 - 31, 2009.

RECOMMENDED ACTION

Adopt Resolution No. 09-10-_____, Authorizing Travel Outside the United States for John Gomez and Kerry Kopp, Training Supervisors (LR), to Attend the APTA Rail Rodeo Fall Planning Meeting to be held in Vancouver, BC, Canada October 29 - 31, 2009.

FISCAL IMPACT

Budgeted:	Yes	This FY:	\$	2,200.00
Budget Source:	Operating	Next FY:	\$	N/A
Funding Source:	Local	Annualized:	\$	2,200.00
Cost Cntr/GL Acct(s) or	GL 35.690010	Total Amount:	\$	2,200.00
Capital Project #:				
Total Budget:	\$ 2,200.00			

DISCUSSION


Regional Transit participates in the APTA International Rail Rodeo yearly. In preparation for the next year's Rail Rodeo, which will be in Vancouver, BC, Canada in June 2010, planning on the part of the participants is required. A planning meeting has been scheduled for October 29 - 31, 2009, in Vancouver, BC, Canada. Participation at this meeting is necessary to ensure that all logistical details are addressed.

Pursuant to Regional Transit policy for non-domestic travel, staff recommends approval for John Gomez, Transportation Training Supervisor (LR) and Kerry Kopp, Maintenance Training Supervisor (LR) to attend the meeting to be held in Vancouver, BC, Canada, October 29 -31, 2009.

Approved:


General Manager/CEO

Presented:


Director of Light Rail

RESOLUTION NO. 09-10-_____

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

October 5, 2009

**AUTHORIZING TRAVEL OUTSIDE THE UNITED STATES FOR JOHN GOMEZ AND
KERRY KOPP, TRAINING SUPERVISORS (LR), TO ATTEND THE APTA RAIL
RODEO FALL PLANNING MEETING TO BE HELD IN VANCOUVER, BC, CANADA
OCTOBER 29 - 31, 2009.**

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE
SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, travel outside the United States by John Gomez and Kerry Kopp for the purpose set out in the attached Travel Requests will serve a Regional Transit business purpose and is hereby approved in accordance with Section 9.211 of Title IX of the Regional Transit Administrative Code.

THAT, the Chair is hereby authorized to sign the attached Travel Request Forms.

STEVE COHN, Chair

ATTEST:

MICHAEL R. WILEY, Secretary

By: _____
Cindy Brooks, Assistant Secretary

Request For Travel

1. Originating Department: LR Vehicle Maintenance 30.35

Purpose: (Description) Attending Meeting and Participating as a Committee Member

2. Function to Attend: International Rail Rodeo - Fall Planning Meeting
(Title of seminar, conference, peer review, etc.)

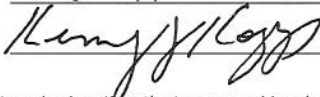
3. Destination: In U.S.: _____
(Location)
 Outside U.S.: Vancouver BC
(Location)

4. Dates: a) Travel Oct-29-2009 (Thu) to Oct-31-2009 (Sat)
 b) Meeting Oct-30-2009 (Fri) to Oct-30-2009 (Fri)

5. Estimated Trip Costs:

Summary of Costs	Meals	Lodging	Transportation	Other Expenses	Total Costs
	\$ 222.00	\$ 431.00	\$ 435.00	\$ 15.00	\$ 1,103.00

6. Travel Advance: Based on estimated of total costs (above) \$1,103.00 x 90% = \$992.70

7. Person Attending: Name Kerry Kopp
 Signature  Date 9/9/09

(Signature of person requesting travel authorization constitutes declaration that personal business or other non-District purpose pursued on trip, if any, shall not interfere with scheduled meeting or other purpose of District travel.)

8. General Ledger Number: 690010 cc 35

9. Funds budgeted and unencumbered:  9.10.09
Controller/Treasurer Date

10. Senior Staff Review:  9/9/09
Senior Staff Member Date

11. Approval Required by: (check one)

- a. **Board** (travel outside of the U.S.)
- b. **Chair** (travel by Board Member, General Manager, or Chief Legal Counsel within the U.S. or any travel outside the U.S. that could be not be anticipated in advance of a board meeting) or Vice Chair for Chair
- c. **General Manager** (budgeted and unbudgeted travel within the U.S. by staff)

Approval: _____
Signature of Authorized Officer Date

Sacramento Regional Transit District
Request For Travel

1. Originating Department: Light Rail

Purpose: (Description) Attending 2010 APTA International Rail Rodeo Planning Comm.

2. Function to Attend: 2010 APTA International Rail Rodeo Planning Committee
(Title of seminar, conference, peer review, etc.)

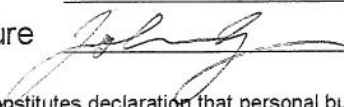
3. Destination: In U.S.: _____
(Location)
 Outside U.S.: Vancouver, British Columbia
(Location)

4. Dates: a) Travel Oct-29-2009 (Thu) to Oct-31-2009 (Sat)
 b) Meeting October 30, 2009 to Oct-31-2009 (Sat)

5. Estimated Trip Costs:

Summary of Costs	Meals	Lodging	Transportation	Other Expenses	Total Costs
	\$ 333.00	\$ 342.00	\$366.00	\$ 15.00	\$ 1,056.00

6. Travel Advance: Based on estimated of total costs (above) \$ 1,056.00 x 90% = \$ 950.40

7. Person Attending: Name John Gomez
 Signature  Date 9/8/2009

(Signature of person requesting travel authorization constitutes declaration that personal business or other non-District purpose pursued on trip, if any, shall not interfere with scheduled meeting or other purpose of District travel.)

8. General Ledger Number: 690010 cc 35

9. Funds budgeted and unencumbered:  9.09.09
Financial Analyst Date

10. Senior Staff Review:  9/8/09
Senior Staff Member Date

11. Approval Required by: (check one)

- a. **Board** (travel outside of the U.S.)
- b. **Chair** (travel by Board Member, General Manager, or Chief Legal Counsel within the U.S. or any travel outside the U.S. that could be not be anticipated in advance of a board meeting) or Vice Chair for Chair
- c. **General Manager** (budgeted and unbudgeted travel within the U.S. by staff)

Approval: _____
Signature of Authorized Officer Date