

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
12.1	07/24/17	Open	Action	07/21/17

Subject: Authorizing General Manager, Henry Li, to Travel Outside the United States to Represent Sacramento's Transportation Industry with China to Develop Comprehensive Transportation Strategies from September 2 through September 10, 2017.

-ISSUE

Whether or not to authorize travel outside the United States for Henry Li, General Manager/CEO, to represent Sacramento's transportation industry to assist the Sacramento-Jinan Sister City relationship with China in developing a comprehensive transportation strategy.

RECOMMENDED ACTION

Adopt Resolution No. 17-07-_____, Authorizing Travel Outside the United States for Henry Li, General Manager/CEO, to Represent Sacramento's Transportation Industry to Assist the Sacramento-Jinan Sister City Relationship with China to Develop a Comprehensive Transportation Strategy for the Sacramento Region.

FISCAL IMPACT

Budgeted:	No	This FY:	\$	2,095
Budget Source:	Operating	Next FY:	\$	n/a
Funding Source:	Local	Annualized:	\$	2,095
Cost Cntr/GL Acct(s) or	Cost Center 11	Total Amount:	\$	2,095
Capital Project #:	GL 690022, 690005			
Total Budget:	\$ 2,095			

*The budget is very reasonable, and similar to the cost of trips within the United States.

DISCUSSION

SacRT has been invited to participate in the 2017 China trip for Business Travelers led by Councilmember and SacRT Board Member Steven Hansen, and sponsored by the Jinan-Sacramento Sister Cities Corporation. This event is attracting a number of Sacramento business and community leaders, and provides an opportunity to build the Sacramento global relationship with China. Regional elected officials, business and community leaders are meeting with officials, business leaders and citizens of Jinan. Director Hansen strongly advised SacRT to participate in the trip with dignitaries from other sister cities of Jinan. For SacRT's benefit, the trip will include:

- Meeting with counterparts in China to learn the best practices of transit industry and high-speed rail industry.

Approved:

Final 07/21/17

General Manager/CEO

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- Looking for potential public private partnership opportunities for the investment of SacRT light rail expansion, such as the Sacramento International Airport and Elk Grove expansions, and review safety, culture, state of good repair and innovative operations.
- Visiting China as a citizen ambassador of the Sacramento delegation, led by City Councilmember Steve Hansen, and as a VIP guest of the City of Jinan, Sacramento’s sister city since 1984.
- Meeting officials, business leaders, and citizens of Jinan as well as dignitaries from other sister cities of Jinan from all over the world at the Jinan International Sister Cities Festival.
- Meetings and visits to local businesses and organizations will be arranged upon request.

As part of the transportation industry, SacRT’s partnership with the Sacramento-Jinan Sister City organization will incorporate a transit element to assist in developing a comprehensive transportation strategy.

Pursuant to Title IX of the SacRT Administrative Code – Travel Authorization, travel outside the United States, not included in the adopted budget, must be approved by the Board in advance.

Staff recommends approval for Henry Li, General Manager/CEO to travel on the Jinan-Sacramento Sister Cities Corporation China Trip.

RESOLUTION NO. 17-07-_____

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

July 24, 2017

**AUTHORIZING TRAVEL OUTSIDE THE UNITED STATES FOR HENRY LI,
GENERAL MANAGER/CEO, TO REPRESENT SACRAMENTO'S TRANSPORTATION
INDUSTRY TO ASSIST THE SACRAMENTO-JINAN SISTER CITY RELATIONSHIP
WITH CHINA TO DEVELOP A COMPREHENSIVE TRANSPORTATION STRATEGY
FOR THE SACRAMENTO REGION**

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

THAT, travel outside the United States by Henry Li, for the purpose set out in the
attached Travel Request forms 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.

ANDREW J. MORIN, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary

Sacramento Regional Transit District

Request For Travel

1. Originating Department: General Manager/CEO

Purpose: (Description) Attend the Jinan-Sacramento Sister Cities Corporation China Trip to develop comprehensive transportation strategy.

2. Function to Attend: Jinan-Sacramento Sister Cities Corporation China Trip
(Title of seminar, conference, peer review, etc.)


3. Destination: In U.S.: _____
(Location)
 Outside U.S.: Qingdao-Jinan-Beijing, China
(Location)

4. Dates: a) Travel Sep-02-2017 (Sat) to Sep-10-2017 (Sun)
b) Meeting Sep-03-2017 (Sun) to Sep-09-2017 (Sat)

5. Estimated Trip Costs:

Summary of Costs	Meals	Lodging	Transportation	Other Expenses	Total Costs
	\$ 0.00	\$ 0.00	\$ 2,095.00	\$ 0.00	\$ 2,095.00

6. Travel Advance: Based on estimated of total costs (above) \$ 2,095.00 x 90% = \$ 1,885.50

7. Person Attending: Name Henry Li
Signature  Date _____

(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: 690022/690005-11

9. Funds budgeted and unencumbered:  Financial Analyst Date 7/21/17

10. Senior Staff Review: _____
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 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