

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
4	03/11/19	Open	Action	03/06/19

Subject: Travel Outside the United States for Patrick Kennedy, Chair. SacRT Board of Directors

ISSUE

Whether or not to authorize travel outside the United States for Patrick Kennedy, Chair, SacRT Board of Directors, to represent Sacramento's transportation industry to assist the Mayor of Sacramento to lead a regional trade mission to China focused on smart cities.

RECOMMENDED ACTION

Adopt Resolution No. 19-03-___, Authorizing Travel Outside the United State for Patrick Kennedy, Chair, SacRT Board of Directors, to Represent Sacramento's Transportation Industry to Assist the Mayor of Sacramento to Lead a Regional Trade Mission to China Focused on Smart Cities.

FISCAL IMPACT

Budgeted:		This FY:	\$	3,000.00
Budget Source:	Operating	Next FY:	\$	
Funding Source:	Local	Annualized:	\$	
Cost Cntr/GL Acct(s) or Capital Project #:	Cost Center 14 GL 690006, 690005	Total Amount:	\$	3,000.00
Total Budget:	\$ 3,000.00			

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

DISCUSSION

SacRT's Chair of the Board, Patrick Kennedy, has been invited to participate in the 2019 regional trade mission to China from March 27 - April 4, 2019.

The trade mission is focused on building bridges between Sacramento and Smart City partners in China. The Mayor of Sacramento has strongly encouraged SacRT to participate and has recruited a robust delegation comprised of business officials, community leaders, elected officials and other stakeholders to attend.

SacRT strives to benefit from participation on the trade mission by:

- Looking for potential investment/funding opportunities
- Briefings on Smart Mobility options such as autonomous and electric vehicles

Approved:

Presented:

Final 03/06/19

General Manager/CEO

Clerk to the Board

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- Building direct relationships and network between Sacramento and Smart City Partners in China
- Attending meeting with counterparts in China to learn the best practices of the transit industry
- Learn about the latest advancement in technology that affect transportation and the future of mobility
- Meetings with officials, business owners and transit riders
- Examine opportunities for partnerships and collaborations
- Learn from transit peers about experiences with new technologies and how they are re-envisioning mobility

Pursuant to Title IX of the SacRT Administrative Code - Travel Authorization, travel outside the United States must be approved by the Board in advance.

The travel request covers the cost of the program, but does not cover any costs associated with the personal day in Hong Kong.

Staff recommends approval for Patrick Kennedy, Chair, SacRT Board of Directors, to travel to China as part of the Building Bridges trade delegation from March 27 - April 4, 2019.

RESOLUTION NO. 19-03-_____

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

March 11, 2019

AUTHORIZING TRAVEL OUTSIDE THE UNITED STATE FOR PATRICK KENNEDY, CHAIR, SACRT BOARD OF DIRECTORS, TO REPRESENT SACRAMENTO'S TRANSPORTATION INDUSTRY TO ASSIST THE MAYOR OF SACRAMENTO TO LEAD A REGIONAL TRADE MISSION TO CHINA FOCUSED ON SMART CITIES

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

THAT, travel outside the United States by Patrick Kennedy for the purpose set out in the attached Travel Request form 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 Vice Chair is hereby authorized to sign the attached Travel Request form.

PATRICK KENNEDY, 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: Board Support

Purpose: (Description) Represent Sacramento's Transportation Industry to Assist the Mayor of Sacramento to Lead a Regional Trade Mission to China Focused on Smart Cities

2. Function to Attend: Regional Trade Mission to China
(Title of seminar, conference, peer review, etc.)

3. Destination: In U.S.: _____
(Location)
 Outside U.S.: Beijing, Chongquig, Guangzhou, Hong Kong
(Location)

4. Dates: a) Travel Mar-27-2019 (Wed) to Apr-04-2019 (Thu)
b) Meeting Mar-27-2019 (Wed) to Apr-04-2019 (Thu)

5. Estimated Trip Costs:

Summary of Costs	Meals	Lodging	Transportation	Other Expenses	Total Costs
				\$ 3,000.00	\$ 3,000.00

6. Travel Advance: Based on estimated of total costs (above) \$ 3,000.00 x 90% = \$ 2,700.00

7. Person Attending: Name Patrick Kennedy
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: 690006/690005-14

9. Funds budgeted and unencumbered: W. Mlotha 3-5-19
Financial Analyst Date

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 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