



Sacramento Regional Transit District Agenda

Revised Agenda
05/10/19
Addition of
Closed Session
Item #2.

BOARD MEETING
5:30 P.M., MONDAY, May 13, 2019
REGIONAL TRANSIT AUDITORIUM
1400 29TH STREET, SACRAMENTO, CALIFORNIA
Website Address: www.sacrt.com
(29th St. Light Rail Station/Bus 38, 67, 68)

ROLL CALL — Directors Budge, Hansen, Harris, Howell, Hume, Jennings, Miller, Nottoli, Schenirer, Serna and Chair Kennedy

Alternates: Directors Detrick, Kozlowski, Sander and Slowey

PLEDGE OF ALLEGIANCE

CONSENT CALENDAR

1. Motion: Approval of the Action Summary of April 8, 2019
2. Resolution: Ratifying the General Manager/CEO Action to Execute an Amendment to the Hartford Life Insurance Agreement to Include Coverage for Employees Supporting Elk Grove Service (B. Bernegger)
3. Resolution: Delegating Authority to the General Manager/CEO to Award Contracts for Both the Purchase of New Bus Stop Signs and the Installation of New Bus Stops for the SacRT Forward Project (E. Oparko/L. Ham)
4. Resolution: Approving a Sole Source Procurement and Second Amendment to the Contract for the Purchase of Six EV-Star Electric Buses with GreenPower Motor Company, Inc. to Add Three Additional Buses (D. Cook)
5. Resolution: Approving the Third Amendment to the Agreement with County of Sacramento for Discount Purchase and Sale of Prepaid Fare Media (J. Adelman/B. Bernegger)
6. Resolution: Approving the Second Amendment to the Contract for Purchase of Employee Uniforms with Curtis Bus Line (D. Cook)
7. Resolution: Temporarily Modifying the Fare Structure (Resolution Nos. 09-09-0174 and 19-03-0038 as Amended, Including by Resolution Nos. 17-03-0027 and 18-01-0008) to Authorize a Three-Month Summer Student Pass Valid for June, July and August 2019 and Only Available on Connect Card and ZipPass (J. Adelman/B. Bernegger)

8. Purchase and Installation of a Portable Rail Lift System and Sixth Amendment to the FY 2019 Capital Budget (D. Cook)
 - A. Resolution: Delegating Authority to the General Manager/CEO to Award a Contract for the Purchase and Installation of a Portable Rail Lift System to the Lowest Responsive and Responsible Bidder after Competitive Bidding; and,
 - B. Resolution: Approving the Sixth Amendment to the FY2019 Capital Budget.
9. Resolution: Approving Modifications to the Personnel Rules and Procedures Affecting Unrepresented Employees Commonly Referred to as the Management and Confidential Employee Group (MCEG) Employees (S. Booth/S. Valenton)
10. Resolution: Conditionally Awarding a Contract for the Watt/I-80 Elevator Modernization and Preventative Maintenance Services to Capitol Elevator Company (D. Abansado/L. Ham)
11. Resolution: Approving a Sole Source Procurement and Delegating Authority to the General Manager/CEO to Execute the Contract for Purchase of Dynamic Message Signs with IPDisplays (R. Thorn/S. Valenton)

INTRODUCTION OF SPECIAL GUESTS

12. Employee Recognition (H. Li)

UNFINISHED BUSINESS

PUBLIC HEARING

13. Public Hearing: Preliminary FY 2020 Operating and Capital Budgets (D. Goldman/B. Bernegger)
 - A. Accept Public Comment on the Sacramento Regional Transit District Preliminary FY 2020 Operating and Capital Budget; and
 - B. Motion: To Continue the Public Hearing to June 10, 2019

PUBLIC ADDRESSES BOARD ON MATTERS NOT ON THE AGENDA*

NEW BUSINESS

14. Property Based Business District on Folsom Boulevard in the City of Rancho Cordova (B. Bernegger)
 - A. Motion: Direct the Sacramento Placerville Transportation Corridor Joint Powers Authority (SPTC JPA) to Sign a Petition in Favor of and Cast an Assessment Ballot for Creation of a PBID Along Folsom Boulevard in the City of Rancho Cordova; or
 - B. Motion: Direct SPTC JPA to Cast an Assessment Ballot Against the Creation of a PBID Along Folsom Boulevard in the City of Rancho Cordova; and

- C. Resolution: Delegating Authority to the General Manager/CEO to Approve and Execute an Amendment to the Easement with the SPTC JPA Related to Property-Related Fees and Assessments.

- 15. Information: Free Rides for All Students (K-12) that Live in Sacramento or Go to School in Sacramento (B. Bernegger)

GENERAL MANAGER'S REPORT

- 16. General Manager's Report
 - a. Quarterly (January – March 2019) Financial Update
 - b. SacRT Meeting Calendar

REPORTS, IDEAS AND QUESTIONS FROM DIRECTORS, AND COMMUNICATIONS

- 17. Paratransit Inc. Special Board Meeting – April 18, 2019 (Hume/Hansen)

CONTINUATION OF PUBLIC ADDRESSES BOARD ON MATTERS NOT ON THE AGENDA (If Necessary)

ANNOUNCEMENT OF CLOSED SESSION ITEMS

RECESS TO CLOSED SESSION

CLOSED SESSION

- 1. Conference with Labor Negotiator
Pursuant to Section 54957.6
District Negotiator: Stephen Booth
 - (1) Employee Organization: ATU
- 2. Conference with Legal Counsel
Pursuant to Gov. Code Section 54956.9(d)(2)
Anticipated Litigation

One Case

RECONVENE IN OPEN SESSION

CLOSED SESSION REPORT

ADJOURN

*NOTICE TO THE PUBLIC

It is the policy of the Board of Directors of the Sacramento Regional Transit District to encourage participation in the meetings of the Board of Directors. At each open meeting, members of the public will be provided with an opportunity to directly address the Board on items of interest to the public that are within the subject matter jurisdiction of the Board of Directors. Please fill out a speaker card and give it to the Board Clerk if you wish to address the Board. Speaker cards are provided on the table at the back of the auditorium.

Public comment may be given on any agenda item as it is called and will be limited by the Chair to 3 minutes or less per speaker. Speakers using a translator will be provided twice the allotted time. When it appears there are several members of the public wishing to address the Board on a specific item, at the outset of the item the Chair of the Board will announce the maximum amount of time that will be allowed for public comment.

Matters under the jurisdiction of the Board and not on the posted agenda may be addressed under the Item "Public addresses the Board on matters not on the agenda." Up to 30 minutes will be allotted for this purpose. The Board limits public comment on matters not on the agenda to 3 minutes per person and not more than 15 minutes for a particular subject. If public comment has reached the 30 minute time limit, and not all public comment has been received, public comment will resume after other business has been conducted as set forth on the agenda. The Board will not act upon or discuss an item that is not listed on the agenda except as provided under Section 3.1.3.6.

This agenda may be amended up to 72 hours prior to the meeting being held. An Agenda, in final form, is located by the front door of Regional Transit's building at 1400 29th Street, Sacramento, California, and is posted on the SacRT website.

The Regional Transit Board of Directors Meeting is being videotaped. A replay of this meeting can be seen on Metrocable Channel 14 and will be webcast at www.sacmetro.net on Wednesday, May 15th @ 9:00 a.m. and Thursday, May 16th @ 9:00 a.m.

Any person(s) requiring accessible formats of the agenda or assisted listening devices/sign language interpreters should contact the Clerk of the Board at 916/556-0456 or TDD 916/483-4327 at least 72 business hours in advance of the Board Meeting.

Copies of staff reports or other written documentation relating to each item of business referred to on the agenda are on SacRT's website, on file with the Clerk to the Board of Directors of the Sacramento Regional Transit District, and are available for public inspection at 1400 29th Street, Sacramento, California. Any person who has any questions concerning any agenda item may call the Clerk to the Board of Sacramento Regional Transit District.

**SACRAMENTO REGIONAL TRANSIT DISTRICT
BOARD OF DIRECTORS
BOARD MEETING
April 8, 2019**

ROLL CALL: Roll Call was taken at 5:30 p.m. **PRESENT:** Directors Budge, Harris, Howell, Hume, Miller and Chair Kennedy. Director Nottoli arrived at 5:36. Director Hansen arrived at 6:27. **Absent:** Directors Jennings, Schenirer and Serna.

PLEDGE OF ALLEGIANCE

CONSENT CALENDAR

1. Motion: Approval of the Action Summary of March 25, 2019
2. Resolution: Authorizing the Execution of the Low Carbon Transit Operations Program (LCTOP) Project(s) and Certifications and Assurances, and Submittal of Project Nominations and Allocation Requests to Caltrans, for Fiscal Year 2017/18 and 2018/19 Low Carbon Transit Operations Program (D. Goldman/B. Bernegger)
3. Resolution: Approving the Fifth Amendment to the Fiscal Year 2018/19 Budget (D. Goldman/B. Bernegger)

ACTION: APPROVED - Director Harris moved; Director Budge seconded approval of the consent calendar as written. Motion was carried by voice vote. Absent: Directors Hansen, Jennings, Nottoli, Schenirer and Serna.

INTRODUCTION OF SPECIAL GUESTS

4. Gold Standard Award for Security, U.S. Department of Homeland Security (H. Li)

ACTION: NONE – Henry Li introduced the members of the Department of Homeland Security in attendance. Mr. Sid Hanna, Federal Security Director, presented SacRT will the Gold Standard Award for Security.

UNFINISHED BUSINESS

PUBLIC HEARING

PUBLIC ADDRESSES BOARD ON MATTERS NOT ON THE AGENDA

Speakers:

Mike Barnbaum – Mr. Barnbaum provided information on the upcoming California Transit Association’s Legislative Conference scheduled for May 22 and provided information on the Transportation Development Act.

Hadell Helen Hadid – Ms. Hadid asked SacRT to provide more bus shelters.

Jeffery Tardaguila – Mr. Tardaguila indicated that he had made a request to have Elk Grove make regular bus routes stops in Sacramento. Mr. Tardaguila thanked staff for fixing most of the electronic bulletin boards as well as a thank you for having someone attend a transportation meeting panel discussion taking place tonight. Mr. Tardaguila hopes that SacRT and Paratransit will have a joint session. Mr. Tardaguila does not believe that SacRT should have a full time representative on SACOG.

NEW BUSINESS

5. Resolution: Authorizing Staff to Release the Sacramento Regional Transit District Preliminary FY 2020 Operating and Capital Budgets and Set Notice of a Public Hearing for May 13, 2019 (B. Bernegger)

Mr. Bernegger provided an update of the draft preliminary Fiscal Year 2020 budget. The budget is \$190 million approximately: 83% to operations and 17% administrative. The capital budget is \$262 million and focuses on the light rail modernization project, CNG bus replacements, and debt service payment.

Director Howell noted that placing a slide in the presentation regarding the potential future Measure A is premature because the Sacramento Transportation Authority Board has not decided whether it will go forward to another Measure A. Director Howell suggested that staff look at the additional state and federal money that is now going to be diverted to SacRT from Folsom, Elk Grove and Citrus Heights.

Chair Kennedy suggested that staff no show Slide 4 in the context of the budget, but it when SacRT is having discussions with STA.

ACTION: APPROVED - Director Howell moved; Director Hume seconded approval of the item as written. Motion was carried by voice vote. Absent: Directors Hansen, Jennings, Schenirer and Serna.

6. Information: Update on the Sacramento Area Council of Government’s (SACOG) Green Means Go Pilot-Program (D. Goldman/B. Bernegger)

Mr. Bernegger provided the Board with information on the proposed SACOG pilot program in its early stages. The proposed plan targets funding to help the region meet higher greenhouse gas (GHG) reduction percentages. The plan assumes receipts of \$400 million over 4 years, and not formula based. Transit agencies cannot directly

apply, and the funding uses a green zone approach. SacRT has some concerns with the early concept, which are: will the proposed funding jeopardize SacRT's existing funding, will this funding make existing projects less competitive, and could some of this new money be used for its non-public transit operations that would further increase road traffic or not provide significant improvements to GHG. Staff is encouraging language that would spell out that the funding would not impact the existing transit funding.

Director Nottoli wants to know how within this program that it would benefit SacRT. Mr. Bernegger indicated that there is a lot of new technology to move people around, and staff wants to focus on using money for capital needs including replacing the second round of buses. Director Nottoli asked for clarification that transit agencies could not apply directly. Mr. Bernegger indicated that there are about 20 jurisdictions that could apply directly, and SacRT would have to apply with those jurisdictions. SacRT could not be the direct recipient of those funds. Director Nottoli wants assurances that SacRT is not hurting themselves by applying with other jurisdictions or losing out on other funding.

Director Howell asked which peer agencies were used for comparison. Mr. Bernegger indicated that it was MTC and SCAG. Director Howell suggested that the comparison agencies be more comparable to SacRT. Director Howell wanted to know if there have been any discussion with other member agencies about the split of transportation fees and whether or not transportation fees associated with new development, and what percentage of that might go directly toward transit.

Chair Kennedy wanted to know who made the decision to not have transit be able to apply directly. Mr. Corless explained that SACOG wants to see transit partner with other jurisdictions.

Speakers: Barbara Stanton James Corless Mike Barnbaum

Director Harris wanted to know if there is anything that SACOG could do to assure SacRT that it would not be competitive because it is not guaranteed that this would pit SacRT against SACOG for the same funds. Mr. Corless could not make that guarantee.

Director Nottoli wanted to know the time sensitivity on this request. Mr. Corless indicated that the budget cycle ends June 15, and the end of April/May is the critical time. Director Nottoli wanted to know if SacRT has had any conversations with either Senator Pan or Assembly Member Cooley's office. Mr. Li indicated that staff has not talked to both of them, but they would not be able to give a definite answer. Mr. Li indicated that he wanted to work with Mr. Corless to see if language could be inserted so as to not jeopardize future applications.

Director Hansen indicated that SacRT has moved to "greening the transportation sector that we have" but without the rail infrastructure being a priority like it was. Director

Hansen requested the definition of infill for this project, and what targets will be able to hit by implementing the strategy. Dr. Hansen indicated to Mr. Corless that he is not certain where SacRT fits into the project, and that the SacRT system is undervalued by people that SacRT relies on to understand SacRT's value. Director Hansen indicated that he needs to be better educated on his project, and that there is a lot of work that needs to be done at the policy level to understand what SACOG is trying to do.

Director Budge indicated that the City of Rancho Cordova adopted support for the project and identified the "green zone". The City of Rancho Cordova's discussion did not include a transit component, or discussion about SacRT. Director Budge wanted to know what thoughts have been given to the concept of partnerships. If transit agencies have to partner with local jurisdictions, then where is the mechanism for insuring that the local jurisdiction gets the benefit within their green zone. Mr. Corless indicated that SACOG would be happy to work with the partners to determine a split for the funds of monies that may be potentially awarded.

Director Howell asked staff to quantify what the GHG reduction is per bus/light rail vehicle, and then it would be easier for everyone to determine whether it is a good idea.

Director Hume stated that SacRT needs to keep their focus on the product we are already providing. Director Hume motioned to approve Option 1. Director Harris seconded the motion.

Chair Kennedy noted that he does not like the component of the "transit cannot apply directly". Infill and higher density is important to all around transit, but if you have a transit system that is sub-par, you will have people walking by the station. He does not find any reason to directly preclude SacRT. Creative partnerships should be encouraged between the jurisdictions, but precluding SacRT, he does not support.

Director Hansen made a substitute motion for Option 2. Director Nottoli seconded the motion. Director Hume asked for an amendment to the substitute motion to include Item #1 (Transit Can Apply Directly) under Option 2. Director Hansen did not accept the amendment to his substitute motion.

Director Budge agrees that Item 3 (any infill projects must allocate some funds to support transit needs) does not belong because some jurisdictions have transportation fees that have certain amounts going to transportation and certain amounts going to roads and transit. Director Budge does not want to burden home builders with an additional fee.

Chair Kennedy noted that we have a substitute motion on the floor to support Option 2. A vote was held on the substitute motion with the following results: Ayes: Director Hansen and Nottoli. Noes: Directors Budge, Harris, Howell, Hume, Miller and Chair Kennedy. Absent: Directors Jennings, Schenirer and Serna. Motion fails.

Director Hume indicated that he would be willing to amend his original motion to go from Option 1 to Option 2.1 which is: Show Letter of Support and include that transit can apply directly. Chair Kennedy seconded the amended motion. Ayes: Director Budge, Harris, Howell, Hume and Chair Kennedy. Noes: Directors Hansen, Miller and Nottoli. Absent: Directors Jennings, Schenirer and Serna. Motion passes.

Chair Kennedy indicated that staff now has their direction to be able to continue to work with SACOG on the issue and come back to the Board for approval.

Director Howell requested a better definition of exactly what infill means.

GENERAL MANAGER'S REPORT

7. General Manager's Report
 - a. SacRT Meeting Calendar

Mr. Li deferred his General Manager's report.

REPORTS, IDEAS AND QUESTIONS FROM DIRECTORS, AND COMMUNICATIONS

8. San Joaquin Joint Powers Authority Meeting – March 22, 2019 (Hume)

No additional comments were provided by Director Hume.

CONTINUATION OF PUBLIC ADDRESSES BOARD ON MATTERS NOT ON THE AGENDA (If Necessary)

ANNOUNCEMENT OF CLOSED SESSION ITEMS

RECESS TO CLOSED SESSION

CLOSED SESSION

RECONVENE IN OPEN SESSION

CLOSED SESSION REPORT

ADJOURN

As there was no further business to be conducted, the meeting was adjourned at 6:57 p.m.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, 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	05/13/19	Open	Action	04/30/19

Subject: Whether or not to ratify the General Manager/CEO's action to execute an amendment to the Hartford Life Insurance Agreement to include coverage for employees supporting City of Elk Grove Service.

ISSUE

Whether or not to ratify the General Manager/CEO's action to execute an amendment to the Hartford Life Insurance Agreement to include coverage for employees supporting City of Elk Grove Service.

RECOMMENDED ACTION

Adopt Resolution No. 19-05-____, Ratifying the General Manager/CEO's Action to Execute an Amendment to the Hartford Life Insurance Agreement to Include Coverage for Employees Supporting City of Elk Grove Service.

FISCAL IMPACT

The life insurance costs discussed in this issue paper are included in the Fiscal Year 2020 Operating budget at SacRT's rates.

DISCUSSION

Effective January 1, 2016, SacRT entered into an Agreement with The Hartford to provide Life Insurance to SacRT employees. The existing agreement provides for Life Insurance in the amount of \$25,000 for current Amalgamated Transit Union (ATU) employees and \$50,000 for all other employee groups. The most recent SacRT life insurance proposal for Elk Grove ATU employees provides for a different amount of coverage, which would not be covered by SacRT's current Hartford agreement.

When a new group of employees with a different level of coverage is added to the policy, The Harford must rate the group and establish an appropriate premium for the coverage. The rating process cannot start until the majority of the ATU Elk Grove employees have been hired by SacRT. The anticipated effective date of life insurance coverage for these employees leaves very little time for ATU negotiations to be finalized, the rating of the coverage to be completed and the contract amendment to be executed. Because of the tight timeline, the General Manager/CEO had to sign the Amendment to The Hartford contract before it could be approved by the Board.

Staff recommends that the Board ratify the General Manager/CEO's action to execute an amendment to the agreement with The Hartford in order to expedite the process and provide life insurance coverage according to the final SacRT collective bargaining agreement for Elk Grove ATU employees.

Approved:

Presented:

Final 05/02/19

General Manager/CEO

VP, Finance/Chief Financial Officer

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RESOLUTION NO. 19-05-_____

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

May 13, 2019

**RATIFYING THE GENERAL MANAGER/CEO'S ACTION TO EXECUTE AN
AMENDMENT TO THE HARTFORD LIFE INSURANCE AGREEMENT TO INCLUDE
COVERAGE FOR EMPLOYEES SUPPORTING CITY OF ELK GROVE SERVICE.**

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

THAT, the Board of Directors hereby ratifies the General Manager/CEO's action to
execute an amendment to The Hartford Life Insurance Agreement to include coverage for
Amalgamated Transit Union (ATU) employees supporting City of Elk Grove service.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
3	05/13/19	Open	Action	04/30/19

Subject: Delegating Authority to the General Manager/CEO to Award Contracts for the Procurement and Installation of New Bus Stop Signs and New Bus Stops

ISSUE

Whether or not to delegate authority to the General Manager/CEO to award Contracts for both the purchase and installation of new bus stop signs including new bus stops, as required, for the SacRT Forward project.

RECOMMENDED ACTION

Adopt Resolution No. 19-05-____, Delegating Authority to the General Manager/CEO to Award Contracts for Both the Purchase of New Bus Stop Signs and the Installation of New Bus Stops for the SacRT Forward Project.

FISCAL IMPACT

Budgeted:	Yes	This FY:	\$	N/A
Budget Source:	Capital	Next FY:	\$	465,000
Funding Source:	State/SB1/	Annualized:	\$	465,000
Cost Cntr/GL Acct(s) or Capital Project #:	B168.02.01 \$200,000 B168.02.02 \$265,000	Total Amount:	\$	465,000
Total Budget:	\$ 600,000 for Route Optimization			

DISCUSSION

On Monday, February 25, 2019, the Board approved the SacRT Forward New Network plan, and directed Staff to begin preparations for major changes to the Sacramento bus network, including changes to almost every route, which are scheduled to take effect September 8, 2019.

The focus of the new network has been on developing bus routes that serve major corridors that will lead to economic growth, reduce congestion and provide more travel freedom for the rider. Adjustments have been made to almost every route, some minor and some much more substantial, which will provide better frequency, more weekend service and new and improved schedules. Due to the modifications to the bus routes, SacRT will need to add approximately 50 new bus stops and modify the route numbers on all of the existing bus stop signs. Installation of the 50 new bus stops will meet California Code of Regulations Title 24 and Federal ADA requirements.

Approved:

Presented:

Final 05/02/19

General Manager/CEO

Quality Assurance Administrator

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REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
	05/13/19	Open	Action	04/30/19

Subject: Delegating Authority to the General Manager/CEO to Award Contracts for the Procurement and Installation of New Bus Stop Signs and New Bus Stops

The Contract to procure all of the new bus stop signs is estimated to cost \$200,000. In addition, the estimated cost of the Contract to remove the old bus stop signs and install new signs, and add up to 50 new bus stops, is estimated at \$265,000. The total cost for the new bus stop sign procurement and the civil work Contract to install the new signs and new bus stops are estimated to total \$465,000.

An Invitation for Bids for the new bus stop sign procurement and civil work installation contracts will be released in early May and bids will be due by mid-June. Due to the importance of the bus route optimization project, a commitment to SacRT's customers, and the sign fabrication and installation time required to complete this project by September 8, 2019, staff recommends that the Board delegate authority to the General Manager/CEO to award and execute contracts for each procurement to the lowest responsible and responsive bidders.

RESOLUTION NO. 19-05-_____

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

May 13, 2019

DELEGATING AUTHORITY TO THE GENERAL MANAGER/CEO TO AWARD CONTRACTS FOR BOTH THE PURCHASE OF NEW BUS STOP SIGNS AND THE INSTALLATION OF NEW BUS STOPS FOR THE SACRT FORWARD PROJECT

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

THAT, the Board hereby delegates authority to the General Manager/CEO to award and execute contracts for both the purchase of new bus stop signs and the installation of bus stop signs for the SacRT Forward project to the lowest responsible and responsive bidders.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, 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	05/13/19	Open	Action	05/02/19

Subject: Sole Source Procurement and Second Amendment to GreenPower Contract

ISSUE

Whether or not to approve a sole source procurement and approve the Second Amendment to Contract for Purchase of 6 EV-Star Shuttle Buses with GreenPower Motor Company, Inc. to add three vehicles to operate in the Franklin Neighborhood SmarT Ride Service.

RECOMMENDED ACTION

Adopt Resolution No. 19-05-____, Approving a Sole Source Procurement and Second Amendment to the Contract for the Purchase of Six EV-Star Electric Buses with GreenPower Motor Company, Inc. to Add Three Additional Buses

FISCAL IMPACT

Budgeted:	Yes	This FY:	\$	708,391.13 Capital/ Est. \$150K Ops.
Budget Source:	Capital/Operating	Next FY:	\$	Est. \$400K Ops.
Funding Source:	Electrify America (Capital) CC 34, CC 77, Various GLs (Ops)	Annualized:	\$	Est. \$400K Ops.
Cost Cntr/GL Acct(s) or Capital Project #:	B157 – Franklin Microtransit 3 ZEB Procurement	Total Amount:	\$	708,391.13 Capital/ \$400K/year Ops.

Total Budget: \$ 708,391.13 Capital

Note: SacRT will be fully reimbursed for the capital acquisition and installation costs from Electrify America. The operating costs are anticipated to be covered by grant opportunities and regional partners.

DISCUSSION

Staff has been working productively with Electrify America to complete an agreement for the Franklin Neighborhood microtransit SmarT Ride service. Under the terms of the agreement, Electrify America would: 1) fund the full acquisition cost of 3 all-electric buses (procurement to be conducted by SacRT); and 2) install charging infrastructure on SacRT's facilities.

The California Air Resources Board (CARB), in partnership with CALSTART, launched the Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP). The vehicles will be partially funded by the HVIP incentive. GreenPower continues to be the only manufacturer that offers a 25' electric-battery-powered bus with the range necessary for extended service that is not built on a third-party manufacturer chassis and is eligible for the HVIP incentive. The EV-Star is a purpose built battery electric bus that was designed for a ten (10) year vehicle life. The buses will be

Approved:

Presented:

Final 05/08/19

General Manager/CEO

VP, Operations

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Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
4	05/13/19	Open	Action	05/02/19

Subject: Sole Source Procurement and Second Amendment to GreenPower Contract

equipped with fast charging capability allowing for shorter charging and increased availability for service. The buses will be built in GreenPower's new manufacturing facility in Porterville, CA. All other vehicles in this class are built on a cutaway chassis by removing the gasoline engine and converting to an electric drive system. SacRT has had negative experience with converted hybrid drive power systems on third-party cutaway platforms.

The full price, excluding sales tax, for the three electric buses and chargers is \$708,391.13. The HVIP incentive provides SacRT with a discount of \$270,000.00 for the buses and up to \$30,000 for each charger, so the total purchase price will be \$629,670 plus sales tax and fees. The total budget of \$708,391.13 includes Connect Card devices (INIT), Mobileview camera systems, Braun wheelchair lift, SmaRT ride microtransit equipment and vehicle wraps.

Purchasing directly from GreenPower Motor Company will allow SacRT to remain on schedule for its upcoming expansion of Zero Emission SmaRT Ride Service.

Staff recommends the Board approve a sole source procurement with GreenPower Motor Company, Inc. and approve the Second Amendment to the Contract for purchase of six EV-STAR Electric Shuttle Buses and charging equipment to add three additional buses and chargers for an amount not to exceed \$629,670 plus applicable sales tax and fees.

RESOLUTION NO. 19-05-_____

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

May 13, 2019

APPROVING A SOLE SOURCE PROCUREMENT AND SECOND AMENDMENT TO THE CONTRACT FOR THE PURCHASE OF SIX EV-STAR ELECTRIC BUSES WITH GREENPOWER MOTOR COMPANY, INC. TO ADD THREE ADDITIONAL BUSES

WHEREAS, in accordance with Section 1.405 B.1 of the SacRT Procurement Ordinance, a sole source procurement for supplies is permitted upon a determination by the Board that the supplies can be provided only by one firm and that efforts to seek competition would be futile.

WHEREAS, GreenPower Motor Company, Inc. builds purpose -built battery electric buses.

WHEREAS, because GreenPower's buses are the only vehicles in this Gross Vehicle Weight Rating and 25' length offered that qualify for Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP) incentives, no other manufacturer can meet SacRT's needs.

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

THAT, the Board hereby determines that a sole source procurement with GreenPower is appropriate because the supplies can be provided only by one firm and efforts to seek competition would be futile.

THAT, the Second Amendment to the Contract for Purchase of six EV-STAR Electric Buses by and between the Sacramento Regional Transit District (therein "SacRT") with GreenPower Motor Company, Inc. (therein "Contractor") whereby Contractor agrees to sell and SacRT agrees to purchase an additional three 25' electric buses for an amount not to exceed \$629.670, plus applicable sales tax and fees, is hereby approved.

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

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, 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	05/13/19	Open	Action	04/30/19

Subject: DHA Contract Renewal

ISSUE

Whether or not to approve the Third Amendment to the Agreement with the County of Sacramento for the Discount Purchase and Sale of Prepaid Fare Media.

RECOMMENDED ACTION

Adopt Resolution No. 19-05-____, Approving the Third Amendment to the Agreement with County of Sacramento for Discount Purchase and Sale of Prepaid Fare Media.

FISCAL IMPACT

Budgeted:	Yes	This FY:	\$	-
Budget Source:	Operating	Next FY:	\$	2,215,136
Funding Source:	Revenue	Annualized:	\$	2,215,136
Cost Cntr/GL Acct(s) or	410315, 450922, 430913	Total Amount:	\$	2,215,136
Capital Project #:				
Total Budget:	\$ 2,215,136			

No changes were required to the existing contract.

DISCUSSION

SacRT and Sacramento County Department of Human Assistance (DHA) are seeking to extend the Contract for an additional year and are not requesting changes to the Contract terms.

Since 1991, SacRT and the Sacramento County Department of Human Assistance (DHA) have worked together to provide transit passes at a discounted rate for General Assistance recipients. Recipients are required to obtain a SacRT picture ID from the SacRT Customer Service Center and a monthly sticker, which is provided by DHA.

In June of 2017, SacRT and Sacramento County DHA entered into a one-year agreement starting on July 1, 2017 and ending June 30, 2018 allowing DHA to purchase monthly stickers at \$25 each, with a minimum purchase of 6,784 stickers per month, and purchase Basic Single Ride tickets, and Basic Daily Passes at a 50% discount as needed. DHA's estimated average distribution of 3,854 passes a month makes the effective discount approximately 60%; the effective discount is consistent with the range allowed by the Board-approved discount fare policy. In May 2018, the Board approved (by Resolution No. 18-05-0039) an Amendment to extend the agreement buy one year. In September 2018, the General Manager/CEO executed a Second Amendment to make non-substantial clarifications to the compensation language.

Approved:

Presented:

Final 05/08/19

General Manager/CEO

Treasury Controller

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REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
5	05/13/19	Open	Action	04/30/19

Subject: DHA Contract Renewal

Since the current contract now ends on June 30, 2019, SacRT and DHA have been in discussions about new contract terms. Both SacRT and DHA have agreed that it is in the best interest of both agencies and the customers to amend the current contract, extending the contract under the same terms for one year through June 30, 2020. SacRT will receive updates of pass distribution; if there is a trend of more than 3,854 passes distributed per month, SacRT may request a meeting with the County of Sacramento to discuss if renegotiations are necessary.

Staff is requesting that the Board approve the Third Amendment to the Agreement with the County of Sacramento for the Discount Purchase and Sale of Prepaid Media.

RESOLUTION NO. 19-05-_____

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

May 13, 2019

APPROVING THE THIRD AMENDMENT TO THE AGREEMENT WITH COUNTY OF SACRAMENTO FOR DISCOUNT PURCHASE AND SALE OF PREPAID FARE MEDIA

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

THAT, the Third Amendment to the Agreement with the County of Sacramento (therein "County") for the discount purchase and sale of prepaid media at a discount exceeding the percentage established in the Policy for Discount Sale of Prepaid Fare Media, whereby the term is extended one year to terminate June 30, 2020, is hereby approved.

THAT, the Chair and General Manager/CEO are hereby authorized to execute the Third Amendment with the County of Sacramento.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, 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	05/13/19	Open	Action	05/07/19

Subject: Approving the Second Amendment to the Contract for Purchase of Employee Uniforms with Curtis Blue Line

ISSUE

Whether or not to approve the Second Amendment to the Contract for Purchase of Employee Uniforms with Curtis Blue Line.

RECOMMENDED ACTION

Adopt Resolution No. 19-05-_____, Approving the Second Amendment to the Contract for Purchase of Employee Uniforms with Curtis Blue Line.

FISCAL IMPACT

Budgeted:	Yes	This FY19:	\$ 77,500
Budget Source:	Operating	Next FY20:	\$ 98,458
Funding Source:	Local	Next FY21:	\$ 49,229
Cost Center's:	32, 33, 35, 36, 77 and 632	Total Amount:	\$ 225,187
GL:	630013		
Total Budget:	\$ 225,187		
Original Contract:	\$490,802		
First Amendment:	No Cost		
Second Amendment:	<u>\$225,187</u>		
New Contract Total:	\$715,989		

DISCUSSION

SacRT provides employee uniforms to Bus, Light Rail, and Community Bus Services Operators, as well as Transportation Supervisors, Transit Officers, Transit Agents, Community Bus Services Dispatcher(s), Operations Training Specialist(s), and Procurement Clerk(s). The uniforms create a standard and professional appearance and allow the public to easily recognize SacRT employees. Included in the contract are basic uniforms, safety gear, clothing, identifying badges, and approved accessories.

On March 13, 2017, the Board approved the release of a Request for Proposals (RFP) for the Purchase of Employee Uniforms. The solicitation was competitively bid and a contract was awarded to L.N. Curtis Sons, Inc. doing business as Curtis Blue Line for an amount not to exceed \$490,802, plus applicable sales tax, for a three year term with two one-year options. The contract was executed on December 15, 2017. The First Amendment was administrative in nature, to incorporate an omitted pricing form for rain pants.

Approved:

Presented:

Final 05/08/19

General Manager/CEO

VP, Operations

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Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
6	05/13/19	Open	Action	05/07/19

Subject: Approving the Second Amendment to the Contract for Purchase of Employee Uniforms with Curtis Blue Line

On February 4, 2019, SacRT assumed Folsom Stage Line through annexation. Eight new bus operators have been assigned to the Folsom service and will be furnished with new SacRT uniforms provided under SacRT’s contract with Curtis Bus Line. This includes Fixed Route and ADA Paratransit/Dial-A-Ride service. Additional funding is needed to cover the added expense.

On March 11, 2019, the Board approved the Fixed Route, ADA Paratransit/Dial-A-Ride, and Maintenance Operations Contract between SacRT and City of Elk Grove. Approximately seventy new bus operators will be assigned to Elk Grove service and will be furnished with new SacRT uniforms provided under SacRT’s contract with Curtis Blue Line. Additional funding is needed to cover the added expense.

SacRT would also like to add uniform apparel for SacRT’s Training Unit. Operations Training Specialists are represented by the American Federation of State, County and Municipal Employees (AFSCME) union, which has approved the uniform specifications for the Operations Training Specialists. This amendment adds technical specifications and funding for the Operations Training staff.

Finally, SacRT would like to add uniform apparel for SacRT’s Community Bus Services Dispatchers. Community Bus Services Dispatchers are represented by the American Federation of State, County and Municipal Employees (AFSCME) union, which has approved the uniform specifications for the dispatcher. This amendment adds technical specifications and funding for the Community Bus Services Dispatcher staff.

Staff requests the Board approve the Second Amendment to the Contract for Purchase of Employee Uniforms with Curtis Blue Line to add funding for new operators for Folsom and Elk Grove service, to add uniforms for the Operations Training Unit and Community Bus Services Dispatchers, and to increase the total consideration by \$225,187, from \$490,802 to \$715,989.

RESOLUTION NO. 19-05-_____

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

May 13, 2019

**APPROVING THE SECOND AMENDMENT TO THE CONTRACT FOR PURCHASE
OF EMPLOYEE UNIFORMS WITH CURTIS BLUE LINE**

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

THAT, the Second Amendment to the Contract between Sacramento Regional Transit District, therein referred to as "SacRT," and Curtis Blue Line, therein referred to as "Contractor," whereby Contractor will provide additional uniforms and accessories and the Total Consideration is increased by \$225,187, from \$490,802 to \$715,989, is hereby approved.

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

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
7	05/13/19	Open	Action	04/30/19

Subject: Promotional Summer Pass for Students

ISSUE

Whether or not to temporarily modify the Fare Structure (Resolution Nos. 09-09-0174, 16-03-0024, as amended) to provide a new promotional three-month Summer Student pass for \$30 valid for June, July and August 2019 and only available on Connect Card and ZipPass.

RECOMMENDED ACTION

Adopt Resolution No. 19-05-___, Temporarily Modifying the Fare Structure (Resolution Nos. 09-09-0174 and 19-03-0038 as Amended, Including by Resolution Nos. 17-03-0027 and 18-01-0008) to Authorize a Three-Month Summer Student Pass Valid for June, July and August 2019 and Only Available on Connect Card and ZipPass.

FISCAL IMPACT

Prior Year Results:

In May, 2018 the Board adopted Resolution No.18-05-0046 temporarily modifying the Fare Structure authorizing a promotional two-month summer pass valid for the months of July and August. This promotion resulted in 64 passes sold on ZipPass and 289 passes sold on Connect Card. Combined ridership based on pass activations and taps totaled 11,858 during the promotional period.

Current Year Results:

Staff performed an analysis to determine the fiscal impact of a three-month pass for Students (valid June, July and August) priced at \$30 and estimates a fare revenue loss of approximately \$18,587.25. However, this is projected to increase ridership by 21% or 113,506 trips.

DISCUSSION

In June 2018, the Board adopted Resolution No.18-06-0061 approving a permanent fare reduction for Students (as defined in the Fare Structure), lowering the semi-monthly pass price from \$27.50 to \$10, and adding a Student monthly pass at \$20.00; previously SacRT only offered a semi-monthly pass for Students. These offerings resulted in higher than anticipated increases in ridership and an overwhelming level of support and appreciation from the public.

Due to the success of the 2018 promotional Summer pass, SacRT staff would like to expand the promotion to a three-month pass valid June through August 2019 at a price of \$30, available only on Connect Card and ZipPass. Staff believes that offering this fare to Students will build on the positive press and feedback that SacRT has been receiving for the original promotion, and

Approved:

Presented:

Final 05/08/19

General Manager/CEO

Treasury Controller

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
7	05/13/19	Open	Action	04/30/19

Subject: Promotional Summer Pass for Students

permanent fare reduction given to Students. A summer pass will help students get to and from internships, jobs, or extracurricular activities when school is no longer in session. Connect Card and ZipPass are now widely available and, given the fact that Students can't buy stickers from their local schools when they are closed over the summer, Staff feels that Students will find it easier and more convenient to purchase this pass on electronic forms of fare media.

As mentioned prior to last year's Student Summer Pass promotion, fare reductions for Students over the summer, including offering multi-month passes, are quite common among other transit agencies in the four-county region. For example, the cities of Roseville, Auburn and Placer County offer a program whereby Students can purchase a multi-month summer pass for June, July and August for \$10. The same three-month offering is available on YoloBus for \$30. El Dorado Transit will be offering a summer Student discount for the first time this year. Their Students can purchase a two-month pass for July and August at a price of \$5.

Staff reached out to each of these agencies to discuss the success of their programs and draw comparisons among the agencies. Staff found these programs to be successful at generating ridership among Students over the summer. However, there is one significant difference between SacRT and the regional partners: many of these agencies reported virtually no Student ridership prior to introducing the summer fare reduction. Therefore, the risk of fare revenue loss was minimal. SacRT maintains a healthy Student ridership level through the summer months, so the fiscal impact will be more significant for SacRT. However, Staff believes that a summer Student pass program can continue to foster ridership growth amongst SacRT's Student population.

CONCLUSION

Based on the research and discussion above as well as the relative success of similar programs in the area and the prior success of the original two-month promotion in Summer 2018, Staff recommends that the Board approve the Resolution and adopt a temporary promotional summer pass for Students allowing them purchase a three-month pass valid for the months of June, July and August 2019 at a price of \$30, available only on Connect Card and ZipPass.

RESOLUTION NO. 19-05-_____

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

May 13, 2019

TEMPORARILY MODIFYING THE FARE STRUCTURE (RESOLUTION NOS. 09-09-0174 AND 19-03-0038 AS AMENDED, INCLUDING BY RESOLUTION NOS. 17-03-0027 AND 18-01-0008) TO AUTHORIZE A THREE-MONTH SUMMER STUDENT PASS VALID FOR JUNE, JULY AND AUGUST 2019 AND ONLY AVAILABLE ON CONNECT CARD AND ZIPPASS

WHEREAS, pursuant to the adopted Fare Structure (Resolution Nos. 09-10-0174 and 19-03-0038, as amended, including by Resolution Nos. 16-03-0024, and 18-01-0008), SacRT provides discount fares for Students, as defined in Resolution No. 18-06-0061.

WHEREAS, SacRT desires to implement, on a temporary basis, an additional promotional fare reduction for Students to increase ridership.

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

THAT, Resolution No. 09-09-1074, as previously amended, is hereby modified to add a new Prepaid Fare type entitled "Summer Student Pass" defined as "electronic Prepaid Fare purchased for or by a Student, stored on a Connect Card or mobile fare application and accompanied by the required proof of discount eligibility (School ID or Discount Connect Card ID Card)";

THAT, the price and validity of the Summer Student Pass is defined as follows:

Student Summer Pass

A valid Student Summer Pass entitles the bearer whose picture is on the Discount Connect Card ID Card or School ID Card to an unlimited number of Rides on Fixed Route Service for June, July, and August 2019, subject to the following limitations and conditions:

- A. This Pass constitutes prepayment of the Discount Fare or any Fare established in an amount lower than the Discount Fare;
- B. This Pass may be used only by the Student whose image is shown on the School ID or Discount Connect Card ID Card;
- C. This Pass is valid for the period beginning June 1, 2019 and expires August 31, 2019; and
- D. This Pass shall be sold for \$30.

THAT, all other provisions of the Fare Structure not modified by this Resolution remain in full force and effect.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
8	05/13/19	Open	Action	05/07/19

Subject: Approving Delegation of Authority to the General Manager/CEO to Award a Contract for the Purchase and Installation of a Portable Rail Lift System

ISSUE

Whether or not to delegate authority to the General Manager/CEO to award a contract for the purchase of one portable rail lift system, and approve the Sixth Amendment to the FY 2019 Capital Budget

RECOMMENDED ACTION

- A. Adopt Resolution No. 19-05-____, Delegating Authority to the General Manager/CEO to Award a Contract for the Purchase and Installation of a Portable Rail Lift System to the Lowest Responsive and Responsible Bidder after Competitive Bidding; and,
- B. Adopt Resolution No. 19-05-____, Approving the Sixth Amendment to the FY2019 Capital Budget.

FISCAL IMPACT

Budgeted:	Yes	This FY:	\$	175,000
Budget Source:	Capital	Next FY:	\$	0
Funding Source:	SB1	Annualized:	\$	0
Cost Cntr/GL Acct(s) or Capital Project #:	910800/R324.03.01- Light Rail Portable Lift System	Total Amount:	\$	175,000
Total Budget:	\$			
Original Project Funding:	\$150,000			
Project Budget Amendment:	<u>\$25,000</u>			
Total	\$175,000			

DISCUSSION

Staff has identified a need to replace one of SacRT's 3 portable lifts, which is 30 years old and beyond its useful life. This particular lift is used to lift the LRV to perform maintenance activities. This system is difficult to maintain, due to its age and parts obsolescence. The equipment has been out of service for over six months, and as a result, vehicle maintenance capacity has been compromised. This has had a direct impact on the number of vehicle available for revenue service.

This Capital Project was funded for \$150,000; however, the estimated costs have escalated since the project was created. Current cost for a new system is expected to be approximately \$175,000.

Approved:

Presented:

Final 05/08/19

General Manager/CEO

Vice President of Operations

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
8	05/13/19	Open	Action	05/07/19

Subject: Approving Delegation of Authority to the General Manager/CEO to Award a Contract for the Purchase and Installation of a Portable Rail Lift System

The lift system will be procured competitively through an Invitation for Bid, with award to the lowest responsive and responsible bidder. That process is already underway and Staff expects to be in a position to award the Contract prior to the next Board meeting. For that reason, Staff is recommending that the Board delegate authority to the General Manager/CEO to award so that contract execution and product delivery can be expedited.

Staff recommends approving the delegation of authority to the General Manager/CEO to award a contract for the purchase of one portable LRV lift system, and approving the Sixth Amendment to the Fiscal Year 2019 Capital Budget to increase the Capital Budget by \$25,000 for this project.

RESOLUTION NO. 19-05-_____

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

May 13, 2019

**DELEGATING AUTHORITY TO THE GENERAL MANAGER/CEO TO AWARD A
CONTRACT FOR THE PURCHASE AND INSTALLATION OF A PORTABLE RAIL
LIFT SYSTEM TO THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER
AFTER COMPETITIVE BIDDING**

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

THAT, the Board hereby delegates authority to the General Manager/CEO to award
a Contract for Purchase of Portable Rail Lift System, to the lowest responsive and
responsible Bidder after competitive bidding, for an amount not to exceed \$175,000.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary

RESOLUTION NO. 19-05-_____

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

May 13, 2019

APPROVING THE SIXTH AMENDMENT TO THE FISCAL YEAR 2019 CAPITAL BUDGET

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

THAT, the Sixth Amendment to the Fiscal Year 2019 Capital Budget to increase the Capital Budget in the amount of \$25,000 for the purchase and installation of one portable LRV Lift System, is hereby approved.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
9	5/13/19	Open	Action	05/07/19

Subject: Modifications to the Personnel Rules and Procedures for Salaried Employees of the Management and Confidential Group (MCEG).

ISSUE

Whether to modify the Personnel Rules and Procedures as applied to the Management and Confidential Group (MCEG).

RECOMMENDED ACTION

Adopt Resolution No. 19-05____, Approving Modifications to the Personnel Rules and Procedures Affecting Unrepresented Employees Commonly Referred to as the Management and Confidential Employee Group (MCEG) Employees.

FISCAL IMPACT

Budgeted:	Yes	FY 2019:	N/A
Budget Source:	Operating	FY 2020 Salary Savings:	\$286,031*
Funding Source:	Operating Revenue	FY 2020 Sellback Cost (FICA & Pension)	\$35,182**

Cost Cntr/GL Acct(s) or Labor GL Accounts

Capital Project #:

*This action on sick leave sellback provision changes will result in future year savings from elimination of spiking for pension calculation.

**In addition, there is an estimated cost by allowing these employees to surrender up to 96 hours of sick leave into a 401 (a) account if unused by the end of the year.

DISCUSSION

While SacRT continues to successfully strengthen economic stability in FY 2020, continuing to build a strong fiscal foundation, and ensure consistent, quality, “Customer First” transportation services for the residents of this region is paramount. Reaching SacRT’s goals (as witnessed by the American Federation of State, County and Municipal Employees, District Council 57 – Local 146’s agreement to extend the Supervisor’s Unit Collective Bargaining Agreement into the year 2022) is a District-wide team effort.

In May 2018, the Board approved a salary plan for FY 2019 for non-bargaining unit employees designated as management or confidential (MCEG). There is no current pay plan in place beyond June 30, 2019. Management proposes to modify the Personnel Rules and Procedures (PRP) provisions found at Article 8 - Employee Pay Plan, Section 8.04(B)(1) - Pay for Performance Merit Increase – by reducing the annual merit pay increase from 5.0% to 3.0%.

Approved:

Presented:

Final 05/08/19

General Manager/CEO

AVP, Labor Relations and Human Resources

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Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
9	5/13/19	Open	Action	05/07/19

Subject: Modifications to the Personnel Rules and Procedures for Salaried Employees of the Management and Confidential Group (MCEG).

Additionally, based upon Board action several years ago, MCEG employees will have the final reduction in the maximum accrual for sick leave take effect on July 1, 2019. The “cap” of 480 hours effectively eliminates any ability for MCEG employees to cash out sick leave on an annual basis as current language only permits a cash out of sick leave accrual above 480 hours. The 480 hours cap also creates a disparity between supervisory and managerial employees in that regard. In December 2018, the Board adopted language for the Supervisory Unit that incrementally reduces the maximum sick leave accrual cap to 480 hours but permits employees to continue to receive monthly sick leave credit beyond that accrual cap during the succeeding calendar year to a maximum of 576 hours but requires hours in excess of 480 be surrendered at the end of each calendar year with an equivalent value contributed into a 401 (a) account. Adopting the same language for the MCEG employees will provide an equitable standard that staff will seek in all future bargaining with other units as well.

To effectuate this change, Management proposes to modify PRP Article 13 – Paid Leaves of Absence, Section 13.03(A)(3)(C) – Sick Leave – Sick Leave Accrual - Maximum Accumulation – as described above. This modification would permit the additional sick leave credits above 480 hours to 576 hours but require any sick leave in excess of 480 hours to be surrendered at the end of the calendar year and an amount equal to the value of the surrendered sick leave hours will be equivalent value deposited by SacRT into a 401 (a) account for the employee. Employees will be required to enroll in the SacRT 401(a) plan in order to receive this employer paid contribution.

The implementation of this change would supersede the current provisions found at Article 13 – Paid Leaves of Absence - Section 13.03(A)(6) – Sick Leave - “Stay Well” Incentive Plan and Section 13.03(A)(8) – Sick Leave - Sick Leave to Deferred Compensation or Cash Payment.

Staff recommends approval of these modifications and authorization for the General Manager/CEO to execute and implement the changes effective July 1, 2019.

RESOLUTION NO. 19-05-_____

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

May 13, 2019

**APPROVING MODIFICATIONS TO THE PERSONNEL RULES AND PROCEDURES
AFFECTING UNREPRESENTED EMPLOYEES COMMONLY REFERRED TO AS
MANAGEMENT AND CONFIDENTIAL EMPLOYEE GROUP (MCEG) EMPLOYEES**

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

THAT, Article 8 - Employee Pay Plan, Section 8.04(B)(1) - Pay for Performance Merit Increase of the Personnel Rules and Procedures for Employees in MCEG classifications is modified whereby the annual merit pay increase is reduced from 5.0% to 3.0%.

THAT, Article 13 – Paid Leaves of Absence, Section 13.03(A)(3)(C) – Sick Leave – Sick Leave Accrual - Maximum Accumulation is modified whereby an employee may accrue up to a maximum of 576 hours of sick leave. Any accrued sick leave at the end of a calendar year that exceeds 480 hours will be surrendered with an equivalent cash value to the surrendered sick leave hours will be deposited into a 401(a) account for the employee.

THAT, Article 13 – Paid Leaves of Absence - Section 13.03(A)(6) – Sick Leave - “Stay Well” Incentive Plan and Section 13.03(A)(8) – Sick Leave - Sick Leave to Deferred Compensation or Cash Payment is deleted.

THAT, the General Manager/CEO is hereby authorized to execute and implement the modifications to the Personnel Rules and Procedures as described above.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
10	05/13/19	Open	Action	05/08/19

Subject: Conditionally Awarding a Contract for the Watt/I-80 Elevator Modernization and Preventative Maintenance Services.

ISSUE

Whether or not to conditionally award a Contract for Watt/I-80 Elevator Modernization and Preventative Maintenance Services to Capitol Elevator Company.

RECOMMENDED ACTION

Adopt Resolution No. 19-05-____, Conditionally Awarding a Contract for Watt/I-80 Elevator Modernization and Preventative Maintenance Services to Capitol Elevator Company.

FISCAL IMPACT

Budgeted:	Yes	This FY:	\$	20,000
Budget Source:	Capital/Operating	Next FY:	\$	881,000
Funding Source:	State/SB1/Operating	Annualized:	\$	*
Cost Cntr/GL Acct(s) or Capital Project #:	CC 37/GL 630024 R347.08.01.01	Total Amount:	\$	901,000
Total Budget:	\$ 901,000 for Modernization			

*Preventative Maintenance and Repair Cost – **GL 630024; Cost Center 37**

Additive Alternative #1 (Interim)	PM (18 months)	\$3,780
	Repairs (180 hrs)	- \$29,700
	Total	- \$33,480

Additive Alternative #2 (Warranty)	PM (12 months)	- \$2,520
	Repairs (24 hrs)	- \$3,960
	Total (12 months):-	\$6,480

Additive Alternative #3 (Post)	PM (60 months)	- \$12,600
	Repairs (120 hrs)	- \$19,800
	Total for 5 years:-	\$32,400

DISCUSSION

The east and west elevators at the Watt/I-80 transit center/light rail station are over 30 years old and have reached their useful life. The elevators are frequently out of services as components within the existing system wear out and replacement of various components are required. When the elevators are out of service, a bus bridge is required to transfer customers from the Watt Avenue transit center to the light rail station below. The cost for these bus bridges average approximately \$10,000 a day to SacRT and causes major disruption and frustration to SacRT's riders. The annual maintenance cost and on call services cost SacRT an average of \$100,000.

Approved:

Presented:

Final 05/08/19

General Manager/CEO

Director, Civil and Track Design

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Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
10	05/13/19	Open	Action	05/08/19

Subject: Conditionally Awarding a Contract for the Watt/I-80 Elevator Modernization and Preventative Maintenance Services.

In addition to these costs, frequent cleaning of the elevators is required due to vandalism and human waste.

The modernization of the elevators will provide updates or replacement of the controller equipment (the part of the elevator that controls the movement of the elevator through the upper and lower floors), the hoist machines and motors (the part of the elevator that does the heavy lifting), electrical wiring and buttons of the cab (controlling the lights, destination upper or lower floors) the door tracks, doors, and update to the interior of the cab that will improve the aesthetics with sustainable materials and updated electronic components.

With this elevator modernization preventative maintenance, service plans will be required to keep the existing equipment operating during the planning/installation of the new equipment and keeping the new system operating for an additional 30 to 40 years. SacRT currently has a contract with EnPro for preventative maintenance and repair. To avoid potential conflicts between the current vendor and the contractor that will be conducting the modernization work, the Invitation for Bid for the modernization work included an alternative for the contractor to provide interim preventative maintenance services during the course of the modernization work (if exercised, that would result in the termination of the existing contract). In addition, to avoid any potential for voiding the warranty, the IFB included an additive alternative for the contractor to provide maintenance and repairs during the warranty period. Finally, to ensure consistent maintenance on a going-forward basis, the IFB provided an additive alternative for 5 years of post-warranty preventative maintenance and repairs.

The Invitation for Bid was released on April 3, 2019, and the following bid was received on May 1, 2019 from Capitol Elevator Company with the following cost:

- Elevator Modernization(2) - \$901,000.00
- Monthly Maintenance Rate - \$210.00 (Interim, Warranty and Post Warranty)
- Hourly On-Call Rate - \$165.00 (Interim, Warranty and Post Warranty)

SacRT staff has reviewed the bid and has determined that the bid is responsive and responsible per the procurement ordinance and find the cost and rates to be competitive, fair and reasonable. The costs for the additive alternatives are substantially below the amounts charged by SacRT's current vendor, so Staff is recommending that the Board award all three additive alternatives as well.

Due to a required 10-day bid protest period, there is not sufficient time to complete the procurement process for the Board to award a contract on May 13. Due to the importance of this modernization and a commitment to SacRT's customers, Staff recommends that the Board conditionally award a contract for the Watt I-80 Elevator Modernization and Preventative Maintenance Services for Interim, Warranty and Post Warranty to Capitol Elevator Company.

RESOLUTION NO. 19-05-_____

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

May 13, 2019

**CONDITIONALLY AWARDING A CONTRACT FOR THE WATT/I-80 ELEVATOR
MODERNIZATION AND PREVENTATIVE MAINTENANCE SERVICES TO CAPITOL
ELEVATOR COMPANY**

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

THAT, the Contract between Sacramento Regional Transit, therein referred to as “SacRT,” and Capitol Elevator Company, therein referred to as “Contractor,” whereby Contractor agrees to provide Watt/I-80 Elevator Modernization and Preventative Maintenance Services during the construction period and for a period of 6 years after Final Acceptance, for an amount not to exceed \$973,360, is hereby approved contingent upon the 10-day bid protest period elapsing without SacRT receiving any bid protests.

THAT, the General Manager/CEO is hereby authorized to execute said Contract with Capitol Elevator Company, upon satisfaction of the foregoing contingency.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
11	05/13/19	Open	Action	05/08/19

Subject: Approving a Sole Source Procurement for Purchase of Dynamic Message Signs with IPDisplays and Delegating Authority to the General Manager/CEO to Execute Said Contract

ISSUE

Whether or not to approve a sole source procurement and delegate authority to the General Manager/CEO to execute a contract for the purchase of Dynamic Message Signs with IPDisplays.

RECOMMENDED ACTION

Adopt Resolution No. 19-05-_____, Approving a Sole Source Procurement and Delegating Authority to the General Manager/CEO to Execute a Contract for the Purchase of Dynamic Message Signs with IPDisplays.

FISCAL IMPACT

Budgeted:	Yes	This FY:	\$ 288,209.25*
Budget Source:	Capital	Next FY:	\$ NA
Funding Source:	State Transportation Congestion Relief Program	Annualized:	\$ NA
GL Acct(s)	GL: 910800	Total Amount:	\$ 288,209.25*
Capital Project #:	R357.01.07.01 R357.02.07.01		
Total Budget:	\$288,209.25*		
*R357.01.07.01:	\$155,250.00 plus \$657.00 shipping and 8.75% CA Sales Tax		\$13,641.86
*R357.02.07.01:	\$108,675.00 plus \$438.00 shipping and 8.75% CA Sales Tax		\$9,547.39
Total Budget:	\$288,209.25		

DISCUSSION

In 2010, based on advanced and unique technological capabilities, SacRT selected IPDisplays digital messaging signs for the development of a dynamic message sign (DMS) system for its' light rail stations to provide train arrival times, service disruptions and other important information to passengers. Over the past nine years, SacRT has expanded the system to all 53 light rail stations, totaling approximately 95 signs.

SacRT has state funding available to purchase 17 additional messaging signs for system expansion and replacement of damaged signs. SacRT's sign control and mechanical systems are designed specifically for IPDisplays DMS' technology. Staff is requesting the Board authorize a Noncompetitive and Sole Source Procurement to procure the additional signs based on the proprietary nature of the technology, and is currently the only product available that integrates with

Approved:

Presented:

Final 05/08/19

General Manager/CEO

CIO/ Director, Information Technology
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REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
11	05/13/19	Open	Action	05/08/19

Subject: Approving a Sole Source Procurement for Purchase of Dynamic Message Signs with IPDisplays and Delegate Authority to the General Manager/CEO to Execute Said Contract

SacRT's existing software control systems and mechanical installation requirements. In accordance with SacRT's Procurement Ordinance, Section 1.405, Noncompetitive and Sole Source Procurement, B.1, Non-Federally-Funded Procurements, a noncompetitive Procurement is permitted for supplies, when the Board determines that the supplies can be provided only by one firm and efforts to seek competition would be futile.

Staff has researched the market and determined the direct price quoted by IPDisplays to be fair and reasonable, recommends that the Board find that it is appropriate to make a sole source award for the purchase of 17 Dynamic Message Signs to IPDisplays for an amount not to exceed \$288,209.25 including shipping and sales tax.

RESOLUTION NO. 19-05-_____

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

May 13, 2019

**APPROVING A SOLE SOURCE PROCUREMENT AND DELEGATING AUTHORITY
TO THE GENERAL MANAGER/CEO TO EXECUTE A CONTRACT FOR THE
PURCHASE OF DYNAMIC MESSAGE SIGNS WITH IPDISPLAYS.**

WHEREAS, in accordance with Section 1.405 B.1 of the SacRT Procurement Ordinance, a sole source procurement for supplies is permitted, based upon a determination by the Board that the supplies can only be provided by one firm and that efforts to seek competition would be futile.

WHEREAS, IPDisplays' Dynamic Message Signs are proprietary and the only product available that will integrate with SacRT's existing software controls systems and mechanical installation requirements.

WHEREAS, because IPDisplays' Dynamic Message Signs are proprietary, no other vendor can provide a product that will integrate with SacRT's software and installation requirements.

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

THAT, the Board hereby determines that a sole source procurement with IPDisplay is appropriate because the supplies can be provided only by one firm and efforts to seek competition would be futile.

THAT, the Board delegates authority to the General Manager/CEO to execute a Contract for the purchase of 17 messaging signs by and between the Sacramento Regional Transit District with IPDisplays for the purchase of 17 dynamic messaging signs for an amount not to exceed \$288,209.25, including shipping and sales tax.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary

Agenda Item #12

Employee Recognition

Oral Presentation by General Manager, Henry Li

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
13	05/13/19	Open	Action	05/01/19

Subject: Accept Public Comment on the Preliminary FY 2020 Operating and Capital Budgets, and Continue Public Hearing

ISSUE

Accept Public Comment on the Sacramento Regional Transit District Preliminary Fiscal Year 2020 Operating and Capital Budget.

RECOMMENDED ACTION

- A. Accept Public Comment on the Sacramento Regional Transit District Preliminary FY 2020 Operating and Capital Budget; and
- B. Motion: To Continue the Public Hearing to June 10, 2019

FISCAL IMPACT

None as a result of this public Hearing.

DISCUSSION

The Preliminary FY 2020 Operating and Capital Budget was released for public review on April 8, 2019. The public hearing notice was published in the Sacramento Bee and advertised on SacRT's website. Through this process, the public is afforded an opportunity to express opinions regarding the Preliminary Abridged FY 2020 Budget (Attachment 1). On June 10, 2019, Staff will report any public comment or inquires received and will recommend that the Board close the public hearing and adopt the FY 2020 Operating and Capital budgets.

The preliminary budget that was presented to the Board in April was based on information and data available as of that date. Staff will continue to work diligently to confirm and refine budget assumptions until the FY 2020 Operating Budget is adopted by the Board.

Summary of Preliminary FY 2020 Operating Budget

Tables 1A and 1B provide summaries of the preceding two years actual results, the current year amended budget, and the FY 2020 preliminary budget amounts.

Approved:

Final 05/08/19

General Manager/CEO

Presented:

Director, Office of Management & Budget

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
13	05/13/19	Open	Action	05/01/19

Subject: Accept Public Comment on the Preliminary FY 2020 Operating and Capital Budgets, and Continue Public Hearing

Table 1A - Revenues (Thousands)

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	FY 2020 to FY 2019 \$ Change	FY 2020 to FY 2019 % Change
Fare Revenue	\$ 30,487	\$ 27,276	\$ 25,946	\$ 27,052	\$ 1,106	4.3%
Contract Services	6,260	6,420	3,830	7,686	3,856	100.7%
State & Local	86,911	93,339	104,105	115,511	11,406	11.0%
Federal	34,467	37,060	36,085	35,623	(462)	-1.3%
Other	4,357	5,006	5,778	4,835	(943)	-16.3%
Total	\$ 162,482	\$ 169,101	\$ 175,744	\$ 190,707	\$ 14,963	8.5%
Operating Surplus/(Deficit)	2,159	9,172				
Operating Revenue	\$ 160,323	\$ 159,929	\$ 175,744	\$ 190,707	\$ 14,963	8.5%
<i>Working Capital</i>	-	4,000				
<i>Operating Reserve Change</i>	2,159	5,172				

Table 1B - Expenses (Thousands)

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	FY 2020 to FY 2019 \$ Change	FY 2020 to FY 2019 % Change
Salaries & Benefits	\$ 106,940	\$ 109,150	\$ 117,905	\$ 131,813	\$ 13,908	11.8%
Professional Services	26,423	22,331	24,327	25,830	1,503	6.2%
Materials & Supplies	8,932	9,309	10,390	11,251	861	8.3%
Utilities	6,619	6,995	7,029	7,505	476	6.8%
Insurance & Liability	9,317	9,300	9,231	10,025	794	8.6%
Other	2,092	2,845	6,862	4,283	(2,579)	-37.6%
Operating Expenses	\$ 160,323	\$ 159,930	\$ 175,744	\$ 190,707	\$ 14,963	8.5%

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
13	05/13/19	Open	Action	05/01/19

Subject: Accept Public Comment on the Preliminary FY 2020 Operating and Capital Budgets, and Continue Public Hearing

Summary of Preliminary FY 2020 Capital Budget

Program	Project Name	Previously Budgeted (Board-Approved)	FY20 Budget Request	Funding Additions				Board Authorized Amount
				Federal	State	Local	TBD	
Facilities Program								
F020	HVAC Replacements - Admin & Maint Buildings	-	40,625		40,625			40,625
F021	Facilities Maintenance & Improvements	507,379	400,000		400,000			907,379
R354	Fare Vending Machine (FVM) Enhancements	7,526,000	600,000		600,000			8,126,000
		<u>8,033,379</u>	<u>1,040,625</u>	<u>-</u>	<u>1,040,625</u>	<u>-</u>	<u>-</u>	<u>9,074,004</u>
Fleet Program								
B100	Existing Bus Fleet Replacement (2020 - 2035)	500,000	21,499,000				21,499,000	21,999,000
R115	Siemens 1st Series LRV Fleet Replacement (26)	68,400,000	79,800,000				79,800,000	148,200,000
R125	CAF LRV Fleet Mid-Life Component Overhaul	-	24,000,000				24,000,000	24,000,000
R358	Gold Line Service Expansion Light Rail Vehicles	36,800,000	20,200,000				20,200,000	57,000,000
		<u>105,700,000</u>	<u>145,499,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>145,499,000</u>	<u>251,199,000</u>
Infrastructure Program								
B165	Electric Bus Charging Infrastructure	2,834,050	4,165,950				4,165,950	7,000,000
R314	Light Rail Station Low Floor Vehicle Conversion	32,000,000	54,250,000				54,250,000	86,250,000
R359	Gold Line Side Track	48,400,000	18,900,000				18,900,000	67,300,000
		<u>83,234,050</u>	<u>77,315,950</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>77,315,950</u>	<u>160,550,000</u>
Other Program								
M004	Revenue Bond, Series 2012 Payment	13,429,925	3,432,725		3,432,725		-	16,862,650
		<u>13,429,925</u>	<u>3,432,725</u>	<u>-</u>	<u>3,432,725</u>	<u>-</u>	<u>-</u>	<u>16,862,650</u>
Total		<u>210,397,354</u>	<u>227,288,300</u>	<u>-</u>	<u>4,473,350</u>	<u>-</u>	<u>222,814,950</u>	<u>437,685,654</u>

Outlook for FY 2020

As discussed in the April 8, 2019 issue paper and Board presentation, the budgetary outlook for FY 2020 includes:

- 1) SB1 tax revenue – more certain
- 2) Debt service continues
- 3) Building reserves and lowering need for line-of-credit
- 4) Lack of Federal fund growth

The General Manager's goal is to present a balanced budget for FY 2020 that maintains service levels and includes new service expansions while addressing the pressing need to fund our operating reserve and reduce our reliance on a line of credit to pay our bills. We will continue to relentlessly pursue efficiency improvements and business optimizations and revenue opportunities in the upcoming year.

FY 2020 Budget Timeline

June 10, 2019 Continue Public Hearing to accept public comment on the Preliminary FY 2020 Budget and adopt the FY 2020 Budget.



Sacramento Regional Transit District

Abridged Budget
Fiscal Year 2019-2020

April 8, 2019

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Board of Directors

Patrick Kennedy, Chair
County of Sacramento

Steve Hansen, Vice Chair
City of Sacramento

Linda Budge
City of Rancho Cordova

Jeff Harris
City of Sacramento

Kerri Howell
City of Folsom

Pat Hume
City of Elk Grove

Rick Jennings II
City of Sacramento

Steve Miller
City of Citrus Heights

Don Nottoli
County of Sacramento

Jay Schenirer
City of Sacramento

Phil Serna
County of Sacramento

Board of Directors Alternate

Steven Detrick
City of Elk Grove

Mike Kozlowski
City of Folsom

David Sander
City of Rancho Cordova

Jeff Slowey
City of Citrus Heights

Executive Management Team

Henry Li
General Manager/CEO

Brent Bernegger
VP, Finance/CFO

Alva Carrasco
VP, Transit Maintenance

Douglas Cook
VP, Transit Operations

Laura Ham
VP, Planning and Accountability

Neil Nance
VP, Engineering and Facilities

Justin Risley
Chief, Security Operations and Police Services

Devra Selenis
VP, Communications and Partnerships

Shelly Valenton
Chief of Staff

Office of Management & Budget Team

David Goldman
Director, Office Management & Budget

Maureen Ring
Grants Manager

Nadia Mokhov
Senior Financial Analyst

Carol Cherry
Senior Grants Analyst

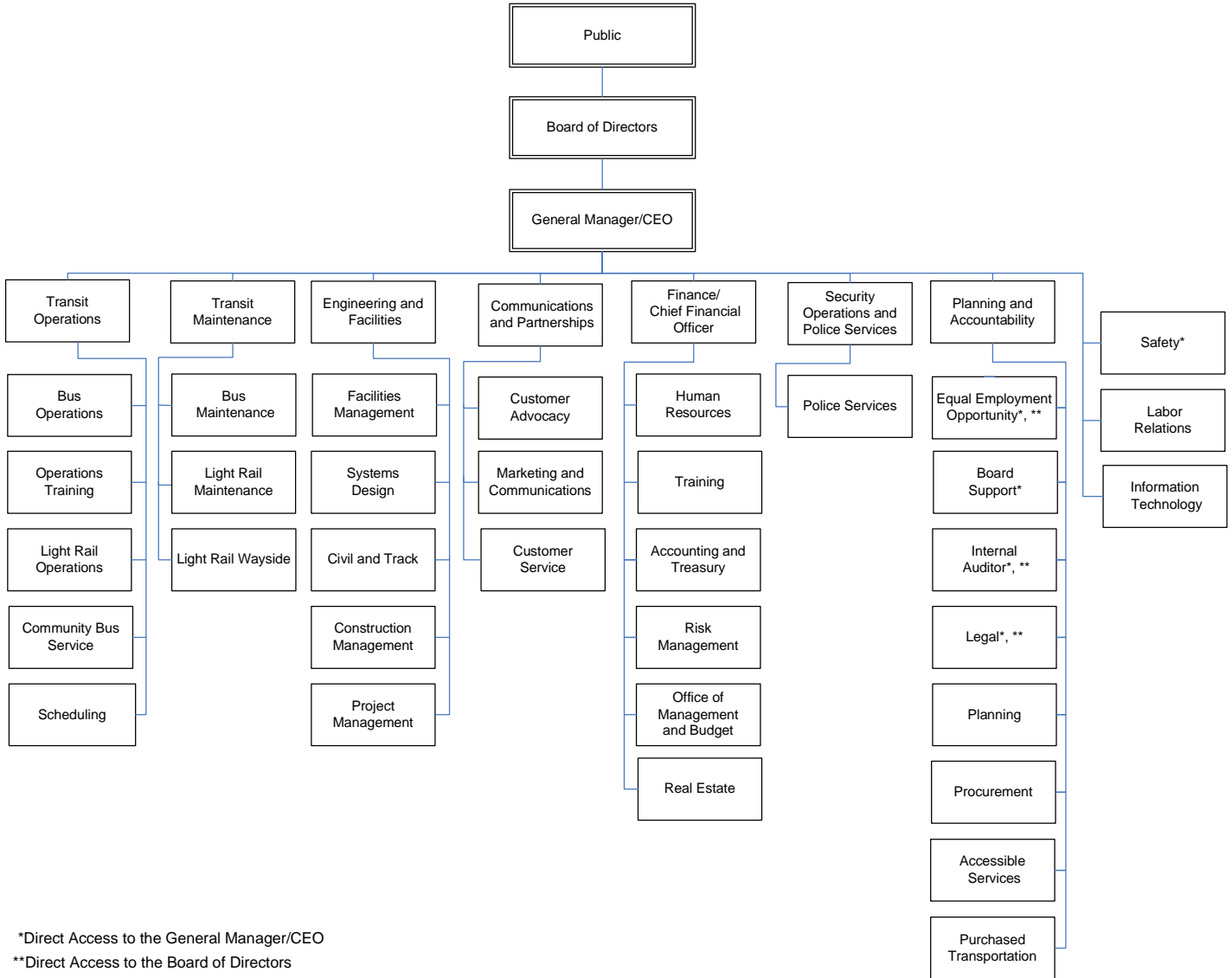
Judy Wong
Senior Financial Analyst

Joe Paglieroni
Senior Grants Analyst

Kristen Mazur
Senior Grants Analyst

Organizational Structure

(Cost Center Based)



*Direct Access to the General Manager/CEO

**Direct Access to the Board of Directors

District Overview District Profile

Facts

<p style="text-align: center;">Sacramento Regional Transit District (SacRT)</p>	<p>Constructs, operates, and maintains a comprehensive mass transportation system that serves 367 square miles in Sacramento County</p>
--	---

Bus Service	
Power	Compressed Natural Gas, Diesel, Gasoline
Routes	70
Schedule	4:41 am to 11:38 pm daily
Stops	3,100+
Vehicles	192 - 40' CNG Buses 34 - Shuttle Vans
Annual Ridership	10,500,000

Light Rail Service	
Power	Electrical
Miles	44.9
Schedule	3:49 am to 12:59 am daily
Stops	52
Vehicles	97
Annual Ridership	10,400,000

Paratransit	
ADA Passenger Trips Provided	282,909
ADA Vehicle Revenue Miles	3,427,446
Vehicles	101

Passenger Amenities/ Customer Service	
Transfer Centers	32
Park & Ride	22
Annual Customer Service Calls	118,961
Customer Info Line	(916) 321-2877
Website	www.sacrt.com

History	
Apr 1, 1973	Began operations by acquiring the assets of Sacramento Transit Authority
1973	Completed new maintenance facility and purchased 103 new buses
1987	Opened the 18.3-mile light rail system, linking the northeastern Interstate 80 and southeastern Highway 50 corridors with Downtown Sacramento
Sep 1998	Completed the first light rail extension to Mather Field/Mills Station along the Gold Line corridor
Sep 2003	Opened the South Line, extending light rail to South Sacramento
Jun 2004	Extended light rail from Mather Field/Mills to Sunrise Boulevard
Oct 2005	Extended light rail from Sunrise Boulevard to Folsom, including four new stations
Dec 2006	Extended light rail from downtown Sacramento to Sacramento Amtrak station
Jun 2012	Opened the Green Line, connecting downtown Sacramento to the River District
September 2015	Extended light rail from Meadowview to Cosumnes River College
February 2018	Started Microtransit/SmarRT Ride services
January 2019	Annexed Citrus Heights and Folsom services
July 2019	Will provide Elk Grove services under contract

Strategic Plan

Adopted by the Board of Directors in January 2015, SacRT's Strategic Plan reaffirms SacRT's commitment to improve access in the Sacramento region by providing fiscally responsible transit service.

The Strategic Plan outlines the way SacRT will navigate challenges and explore opportunities as it seeks to connect people to resources with consideration and support of regional goals.

SacRT's Strategic Plan requires SacRT to shape activities to support identified Values and Goals, responsibly manage all agency actions and commitment of resources, and measure performance.

SacRT acts as the Region's focal point for transit research and development, strategic planning and system assessment, and transit education and safety training. SacRT's programs involve multiple modes of transportation.

This plan is SacRT's commitment to the people of the Sacramento Region. SacRT will accomplish this through regional leadership and by providing quality service in a respectful and sustainable manner. SacRT will continue to focus on customer service and provide safe, clean, and reliable transportation service. To prepare for future needs in the 21st Century, SacRT will build and continuously develop a highly skilled transportation workforce. SacRT will continue to challenge itself to meet the growing transportation needs of the Sacramento Region.

The SacRT Strategic Plan's Mission, Vision, Values, and Goals are listed on the following page. The plan is best seen as an evolving process, not a rigid or fixed document. This plan will change as the needs of the Region change and will reflect the transportation requirements of the Region.



Strategic Plan (continued)

Mission Statement

The purpose of the Sacramento Regional Transit District is to promote and improve access in the Sacramento region by providing safe, reliable, and fiscally responsible transit service that links people to resources and opportunities.

Vision Statement

The Sacramento Regional Transit District strives to connect people to resources and opportunities while stimulating livable communities and supporting economic development by providing an efficient and fiscally sustainable transit system that attracts and serves riders by offering an appealing transportation choice.

Values

- Quality Service & Innovation: SacRT is committed to providing safe, reliable, and cost efficient public transit services, and initiating innovative technologies to improve service effectiveness.
- Customer Service: SacRT places customers first by providing quality transit services and amenities with convenient and easily understood access at an affordable price.
- Respect & Professionalism: SacRT is committed to treating its customers and employees with dignity and respect, recognizing the importance and value of each individual.
- Fiscal Responsibility: SacRT is committed to the pursuit of efficient use of resources and of secure and stable funding sources.
- Integrity & Accountability: SacRT acknowledges its responsibility for actions and performance with an uncompromising commitment to truth, honesty and high ethical standards. SacRT is committed to compliance with regulatory requirements and industry standards and efforts to improve upon existing practices.
- Quality, Diverse & Positive Work Force: SacRT is committed to increasing employee effectiveness and satisfaction through effective communication, teamwork, appropriate resource availability, appreciation of varied abilities, and professional development opportunities.
- Regional Leadership & Coordination: SacRT is committed to work with area stakeholders to create a “world class” transit system that supports livable communities and related efforts.
- Health and Safety: SacRT is committed to achieve an optimal level of safety for our employees, customers and the general public by minimizing risk of injury and property loss and promoting a sound safety culture throughout the organization.
- Sustainability: SacRT is committed to environmentally sensitive services and practices.

Goals

Fundamental Goals

- Ensure Financial Stability
- Meet or Exceed Expectations for Safe & Quality Service in a Cost-Effective Manner
- Operate in an Ethical Manner
- Invest in the Attraction, Development & Retention of a Quality Workforce

Strategic Plan (continued)

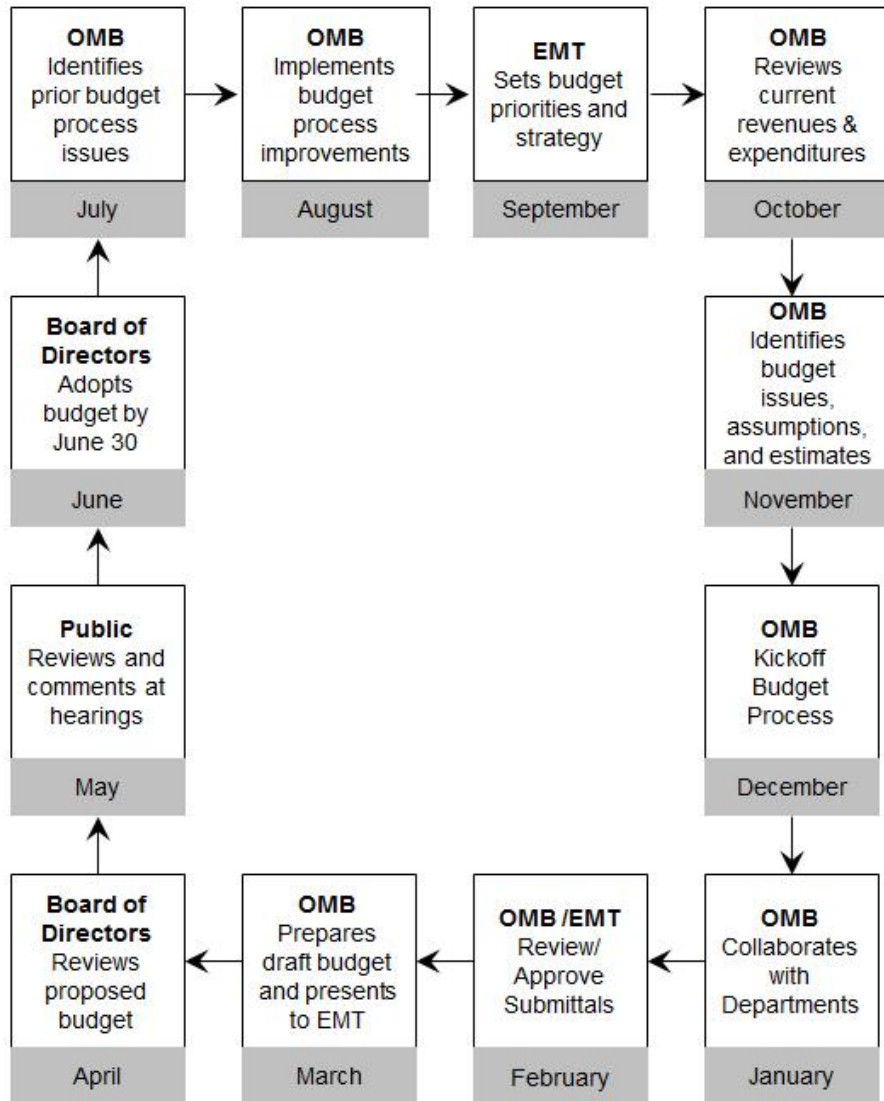
Growth Goals

- Improve Access Within and Between Communities in the Sacramento Region in a Cost-Effective Manner
- Increase Transit Market Share in the Sacramento Region
- Adjust to Legislative & Regulatory Changes and to Stakeholder & Community Initiatives, and Support Complementary Efforts



Budget Process

SacRT uses the annual budget to help measure and account for taxpayer dollars. The budget, as adopted by the Board of Directors, authorizes SacRT to spend funds. It details how SacRT allocates tax resources to expenditures, and serves as a benchmark for evaluating accomplishments and assessing fiscal responsibility.



Voting System

SacRT is governed by an eleven-member Board of Directors. Six entities (5 cities and 1 county) make appointments to SacRT’s Board. Eight directors are appointed by “member entities” and represent jurisdictions annexed into SacRT’s district. Three directors are appointed by “participating entities” and represent jurisdictions that contract with SacRT to receive transit service.

In January 2006, the SacRT Board directed staff to pursue legislation to change the voting system from a one-member-one-vote system to one that provides for weighted voting based upon the financial contribution made by each entity to SacRT. Assembly Bill 2137 established the new weighted voting system.

The system creates 100 voting shares. SacRT allocates the shares to jurisdictions and their members as follows:

- Five shares to each annexed jurisdiction
- Remaining shares to all jurisdictions based on financial contribution of Transit Development Act funds, funds through contracts, other local funds, and federal funds

On March 12, 2007, the SacRT Board of Directors adopted the new Schedule of Weighted Voting Distribution for the remainder of FY 2007. For all subsequent years, the Schedule is to be included in the Preliminary budget document and distributed to voting entities at least 60 days in advance of budget adoption. A summary of the tabulated vote shares effective for FY 2019 and for the FY 2020 Preliminary Abridged Budget is shown in the table below. A detailed FY 2020 Schedule of Weighted Voting is shown on the next page.

Vote Shares By Jurisdiction

Jurisdiction	Status	Shares - FY 2019 Budget Annexations	Shares – FY 2020 Preliminary
County of Sacramento	Annex	37	37
City of Sacramento	Annex	32	32
City of Rancho Cordova	Annex	9	9
City of Citrus Heights	Contract	10	10
City of Elk Grove	Contract	3	3
City of Folsom	Contract	9	9
Total		100	100

Voting System (continued)

Fiscal Year 2020 Schedule of Weighted Voting Distribution

Base Values*

Federal Financial Information

Code Section:	<u>FY 19 Federal Funds Available in the Sacramento MSA¹</u>	40,039,523	1. Federal Funds are draft only and subject to change based on SACOG's approval of the apportionments prior to final budget adoption.				
102205(b)(6)							
102205(b)(7)	<u>Allocation of Federal Funds to jurisdictions other than RT</u>	4,633,763					
102205(b)(8)	<u>FY 19 Federal Funds Available for use in RT Service Area:</u>	35,405,760					

Jurisdiction Specific Values

	City of Sacramento	County of Sacramento	Rancho Cordova	Citrus Heights	Folsom	Elk Grove	Totals:	
102205(b)(10) Population:**	501,344	588,798	74,210	87,731	78,447	172,116	1,502,646	
Proportionate Population:	33.36%	39.18%	4.94%	5.84%	5.22%	11.45%	100%	
Member:	Yes	Yes	Yes	Yes	Yes	No		
102100.2, 102100.3	4	3	1	1	1	1	11	
102105.1(d)(2)(D)	<u>Federal Funds Attributed to Entity (Total Federal Funding x Share of Population):</u>	11,811,362	13,871,977	1,749,045	2,067,696	1,848,181	4,053,960	35,402,221
102105.1(d)(2)(A), 102205(b)(3)	<u>FY 20 State TDA Funds Made Available to RT:</u>	25,453,320	28,309,025	3,767,654	4,335,527	4,027,295	0	65,892,821
102105.1(d)(2)(B), 102205(b)(4)	<u>FY 20 Funds Provided Under Contract:</u>	350,000	-	450,000	0	0	350,000	1,150,000
102105.1(d)(2)(C), 102205(b)(5)	<u>FY 20 Other Local Funds</u>	0	0	0	0	0	0	0
102105.1(d)(2)	<u>Total Financial Contribution:</u>	37,614,682	42,181,002	5,966,699	6,403,223	5,875,476	4,403,960	102,445,042

102105.1(d)(2)	<u>Proportionate Financial Contribution:</u>	36.72%	41.17%	5.82%	6.25%	5.74%	4.30%	100%
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Voting Calculation

	City of Sacramento	County of Sacramento	Rancho Cordova	Citrus Heights	Folsom	Elk Grove	Totals:	
102105.1(d)(1)	<u>Incentive Shares (5 for member jurisdictions)</u>	5	5	5	5	0	25	
102105.1(d)(2)	<u>Financial Contribution Shares (Proportionate Financial Share x Remainder of 100 shares):</u>	27.5400	30.8775	4.3650	4.6875	4.3050	3.2250	75
102105.1(d)(3)	<u>Total Shares:</u>	32.5400	35.8775	9.3650	9.6875	9.3050	3.2250	100
102105.1(d)(4)(i)	<u>Shares After Rounding:</u>	32	36	9	10	9	3	99
102105.1(d)(4)(i), 102105.1(d)(4)(ii)	<u>Share Adjustment (To Ensure 100 Shares):</u>	32	37	9	10	9	3	100
102105.1(d)(7)	<u>Distribution of Shares Among Members (Assuming All Members Present to Vote):***</u>							
	Member 1	8	13	9	10	9	3	
	Member 2	8	12	N/A	N/A	N/A	N/A	
	Member 3	8	12	N/A	N/A	N/A	N/A	
	Member 4	8	N/A	N/A	N/A	N/A	N/A	
	Member 5	N/A	N/A	N/A	N/A	N/A	N/A	
	<u>Total Votes:</u>	32	37	9	10	9	3	100

* In addition to the funding identified above, RT projects the following funds for operating purposes: \$48,413,127 - Measure A

** Population as measured by the population statistics used by SACOG to allocate TDA funds for the same fiscal year for which the budget is adopted.

*** If, in any vote allocation, any member would have more than 15 votes, that jurisdiction will be given an additional seat and the votes will be reallocated to the larger number of members.

SacRT Major Goals and Objectives in FY 2020

- Operator Attendance Control – As part of negotiations with the Amalgamated Transit Union (ATU), SacRT and ATU have agreed to work together to put into place new attendance control measures with the objective of reducing missed trips, improving customer service, reducing costs, streamline SacRT's processes, and improving service reliability.
- Route Optimization Study (ROS) - With recent downward ridership trends, staff is working on a project to find ways to increase ridership. This project will have many phases and include extensive community engagement. The goal will be to re-imagine SacRT's system to be consistent with current travel patterns, increase ridership, and reallocate any additional resources. The effort will also seek public input regarding the expansion and customer service priorities for SacRT with increases in funding. We will be implementing the first phase of the ROS in FY 2020.
- Paratransit Business Model – SacRT understands that lower costs means additional funding, which can be put into service improvements. Finding new ways to provide high quality service to the public, as well as individuals with disabilities, and seniors, in the most cost effective manner will ensure the sustainability of this critical service.
- IT Modernization – SacRT wants to be on the cutting edge of technology. Offering innovative rider tools to our customers will improve the customer experience by making it easier to ride, quicker to get train information, and provide for faster payment options, including a permanent mobile fare app; real time light rail train arrival information; smart card fare payment system; free Wi-Fi; expanded public information systems; and a secondary light rail warning system.
- Security Program – SacRT has been very focused on making our system more secure. This starts with additional staff presence on the trains and 24 hour monitoring in the security operations center. There will be increased inspections to reduce theft on the system and improved crime reporting statistics.
- Safety Program – Using technology to improve safety efforts is critical. Better training, and employee and community safety awareness is key. The goal will be to reduce the number of accidents per mile and reduce any findings and recommendations from the Public Utilities Commission (PUC).
- Strategic Communications – Ensuring that our customers can easily navigate SacRT's bus and light rail system and understand how easy it is to pay and ride is critical to attracting new customers. This will involve launching new programs and incentive options that will encourage more people to try transit. This will be done through creative partnership and incentive programs. This effort will also serve to educate the general public regarding the benefits of transit to the community as a whole.
- Employee and Labor Relations – Salaries and benefits continue to be the largest cost factor for transit agencies, as this is the operational engine behind a successful system. Maintaining an open line of communication with our employees improves productivity and morale, which equates to new ideas and dedication that benefits all. We will develop our priorities and provide new forums for members to give feedback and listen to their concerns.

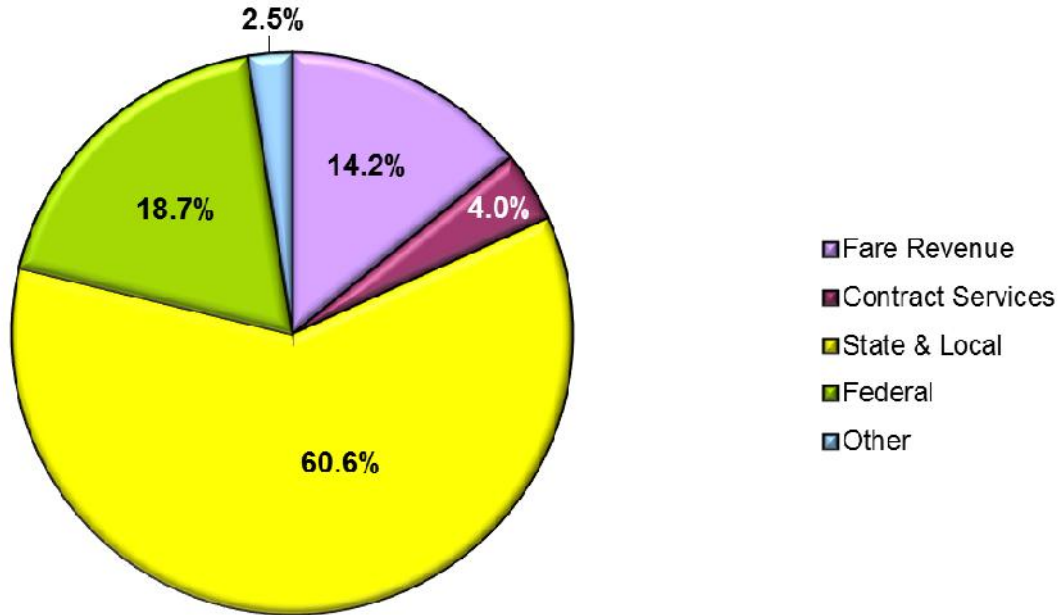
SacRT Major Goals and Objectives in FY 2020 (continued)

- Organizational Excellence and Culture Change – We are striving to be a “world class” organization that attracts and retains a quality workforce while providing the necessary training and mobility opportunities for employees to succeed. We will foster professional development and keep up with industry best practices. Motivation, partnership and teamwork will be a message that all employees will hear. All of this will help improve performance in areas such as increased revenues, reduced expenses, improved on time performance, increased inspection rates, and the creation of new jobs.
- Campus Master Plan – SacRT will examine ways to modernize our facilities. This will include a comprehensive plan to relocate all administrative staff to one central facility to improve communication. This will improve morale and efficiency.
- Transit Oriented Development – We are examining our various surplus properties to determine if they can be sold to developers that could use the land for purposes that encourage transit use and potentially increase our ridership.
- Sustainability and Business Process Optimization – SacRT has adopted new fiscal policies to improve its long-term financial position. We are dedicated to strengthening our finances by tapping innovative revenue sources and conducting relentless organizational optimization to fund maintenance and capital investments and to build reserves. Moving forward, we will continue to strive to find new ways to improve our business processes, keep expenses down, and generate opportunities to boost operating revenues. We are implementing a strategic effort to educate the public about the benefits of transit and how local funding is important to create a “world class” public transit system.

Operating Budget Summary

Revenues

FY 2020 Operating Revenue by Funding Source



(Dollars in Thousands)

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	FY 2020 to FY 2019	
					\$ Change	% Change
Fare Revenue	\$ 30,487	\$ 27,276	\$ 25,946	\$ 27,052	\$ 1,106	4.3%
Contract Services	6,260	6,420	3,830	7,686	3,856	100.7%
State & Local	86,911	93,339	104,105	115,511	11,406	11.0%
Federal	34,467	37,060	36,085	35,623	(462)	-1.3%
Other	4,357	5,006	5,778	4,835	(943)	-16.3%
Total	\$ 162,482	\$ 169,101	\$ 175,744	\$ 190,707	\$ 14,963	8.5%
Operating Surplus/(Deficit)	2,159	9,172				
Operating Revenue	\$ 160,323	\$ 159,929	\$ 175,744	\$ 190,707	\$ 14,963	8.5%
<i>Working Capital</i>	-	4,000				
<i>Operating Reserve Change</i>	2,159	5,172				

Revenues (continued)

Fare Revenue

This category includes the revenues from carrying passengers. This is money paid by the transit riders to use transit services, but also includes special transit fares from Los Rios Community College District (Los Rios) and California State University, Sacramento (CSUS) Student pass programs.

The FY 2020 Preliminary Budget proposes \$27.0 million in Fare Revenue, an increase of \$1.1 million (4.3%) from the FY 2019 Amended Budget of \$25.9 million.

- Fare Revenue is anticipated to increase due to implementation of additional SmarT ride service, full year of operating Folsom service.
- This also assumes an increase in ridership as a result of implementation of numerous ridership initiatives.

Contracted Services

This category includes contracts with the Cities of Citrus Heights, Elk Grove, Folsom, Rancho Cordova, as well as North Natomas shuttle services. These cities and service areas purchase SacRT transit services.

The FY 2020 Preliminary Budget proposes \$7.7 million in Contracted Services revenue, an increase of \$3.9 million (100.7%) from the FY 2019 Amended Budget of \$3.8 million.

- This reflects an increase of \$6.4 million in Elk Grove contracted services due a new contract for e-Tran services..
- This also reflects a decrease of \$0.7 million and \$2.0 million in Folsom and Citrus Heights contracted services respectively due to annexation agreements with Cities of Folsom and Citrus Heights effective January 1, 2019.
- This reflects an increase of \$0.2 million in North Natomas contract due to service level for the second year of the contract.

State & Local

This category includes formula-based allocations to SacRT from state and local government sales taxes. SacRT receives funding from the California Transportation Development Act Local Transportation Fund (TDA-LTF), the Transportation Development Act State Transit Assistance Program (TDA-STA), Sacramento County Measure A and State Cap and Trade Program revenue.

The FY 2020 Preliminary Budget proposes \$115.5 million in state and local funding revenue, an increase of \$11.4 million (11.0%) from the FY 2019 Amended Budget of \$104.1 million.

- This reflects a \$1.6 million or 3.7% increase in sales tax estimates for Measure A over the FY 2019 Amended Budget.
- This also reflects a \$1.3 million increase in Neighborhood Shuttle Measure A for SmarT Ride service.
- This includes a \$2.9 million or 5.5% increase in TDA revenue (LTF and STA) allocated to SacRT not including Cities of Folsom and Citrus Heights.
- This budget includes \$4.3 million of TDA revenue for City of Citrus Heights and \$4.0 million for City of Folsom.

Revenues (continued)

- This also includes a \$1.3 million increase in the Low Carbon Transit Operations Program (LCTOP) revenue, which is a State Cap and Trade program established in 2014 that provides funds to public transportation agencies throughout California for operations that reduce greenhouse gas emissions.
- This includes a reduction of \$3.4 million in TDA-STA for Revenue Bond payment.

Federal

This category includes formula-based allocations to SacRT from the federal government. Each year Congress authorizes the appropriation, and the FTA allocates the dollars to the region. SacRT can use the funds for operating, planning, and capital, subject to specific regulations.

The FY 2020 Preliminary Budget proposes \$35.6 million in federal funding, a reduction of \$0.5 million (1.4%) from the FY 2019 Amended Budget of \$36.1 million.

- This includes \$1.1 million in Job Access/Reverse Commute funding, which is the similar level of funding as in FY 2019.
- Section 5307 Urbanized Area federal funding is projected to increase \$0.5 million (2.5%) compared to last year.
- Section 5337 State of Good Repair funding is projected to decrease \$0.5 million (3.8 %) compared to last year.
- This budget reflects elimination of Sacramento Energy Clean Air (SECAT) funding due to the expenditure of funds in FY 2019..

Other

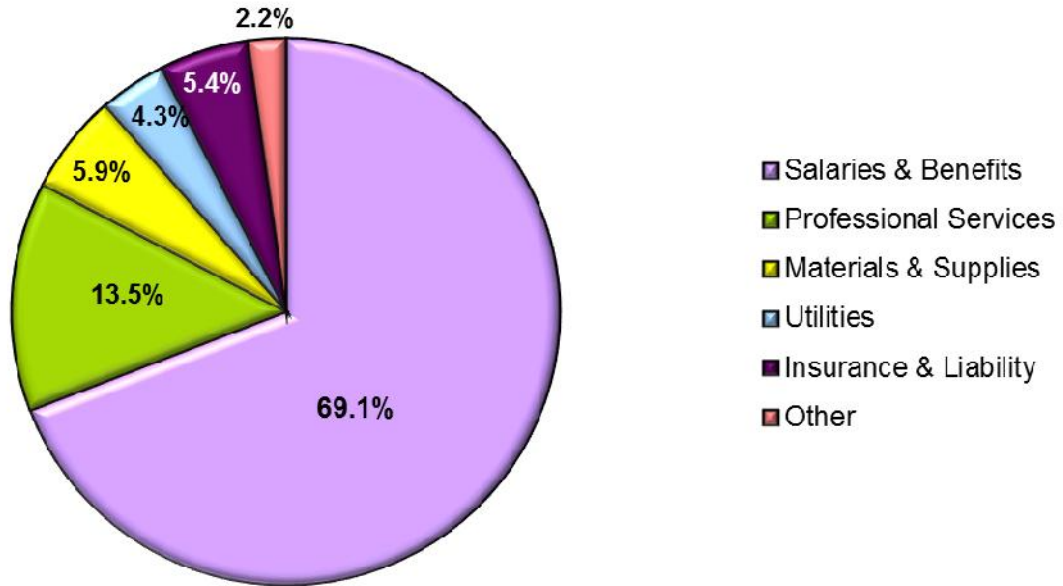
This category includes investment income, commercial real estate leases, advertising income, bus book sales, fare evasion fines, promotional item sales, photo identification activities, and parking revenue.

The FY 2020 Preliminary Budget includes \$4.8 million in other revenue, which is a reduction of \$0.9 million (22.3%) from the FY 2019 Amended Budget of \$5.8 million.

- This includes \$0.6 million in ECOS settlement revenue for Folsom late night service.
- This includes \$1.7 million for the sale of Low Carbon Credits through the State Cap and Trade program, which is the same as FY 2019 Amended Budget.
- This includes elimination of Park N Ride revenue.
- This includes a reduction of \$0.8 million in Miscellaneous Income due to one-time revenue received in FY 2019 and eliminating those revenue sources in FY 2020.

Expenses

FY 2020 Operating Expenses by Expense Category



(Dollars in Thousands)

	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	FY 2020 to FY 2019 \$ Change	FY 2020 to FY 2019 % Change
Salaries & Benefits	\$ 106,940	\$ 109,150	\$ 117,905	\$ 131,813	\$ 13,908	11.8%
Professional Services	26,423	22,331	24,327	25,830	1,503	6.2%
Materials & Supplies	8,932	9,309	10,390	11,251	861	8.3%
Utilities	6,619	6,995	7,029	7,505	476	6.8%
Insurance & Liability	9,317	9,300	9,231	10,025	794	8.6%
Other	2,092	2,845	6,862	4,283	(2,579)	-37.6%
Operating Expenses	\$ 160,323	\$ 159,930	\$ 175,744	\$ 190,707	\$ 14,963	8.5%

Expenses (continued)

Salaries & Benefits

This category includes payroll and benefits for all positions authorized by the Board of Directors. It accounts for wages, overtime, pension, dental, medical, FICA, vision, and all other SacRT-paid employee benefits.

The FY 2020 Preliminary Budget proposes \$131.8 million for salaries and benefits, an increase of \$13.9 million (11.8%) from the FY 2019 Amended Budget of \$117.9 million.

- The Fiscal Year 2020 Preliminary Budget includes 1,260 funded positions, which is an increase of 70 funded positions from the Fiscal Year 2019 Amended Budget of 1,190 funded positions. See Positions section on page 21 for details.
- Total salaries, overtime and personal service contract costs increased by \$8.3 million (12.3%) from the FY 2019 Amended Budget of \$67.4 million. This reflects various District position salary adjustments and the cost of additional positions for SacRT new services such as Elk Grove, Folsom, SacForward and expansion of SmaRT ride services.
- Fringe Benefit costs increased by \$5.0 million (9.3%) from the FY 2019 Amended Budget of \$54.1 million. This reflects an increase of \$0.7 million in FICA costs, \$1.2 million in pension costs, \$1.8 million in medical, dental and vision costs, and \$0.7 million in vacation and sick leave accrual, etc.
- Capital recovery and indirect savings have resulted in a reduction of \$0.6 million (17.2%) compared to the FY 2019 Amended Budget. This represents labor charged to capital projects and other initiatives such as the Connect Card Consortium which results in a reduction in costs.

Professional Services

This category includes purchased transportation (ADA paratransit) to comply with the Americans with Disabilities Act (ADA), transit security, equipment maintenance, facilities maintenance, legal services, and services provided by outside consultants.

The FY 2020 Preliminary Budget proposes \$25.8 million for Professional Services, an increase of \$1.5 million (6.2%) from the FY 2019 Amended Budget of \$24.3 million.

- This reflects the same cost for ADA Paratransit cost as in FY 2019 Amended Budget.
- This includes a \$0.3 million increase in security services cost due to contractual wage increases and Folsom late night service.
- This includes a \$0.9 million increase for Media Advertising for public outreach events to promote new services.
- This includes additional cost for SacForward, SmaRT Ride, Folsom and Elk Grove services.
- This reflects the FY 2020 portion of multi-year contracts for professional services.

Materials & Supplies

This category includes fuel, bus and light rail parts, small maintenance tools and equipment, cleaning supplies, printing materials, and general office supplies.

The FY 2020 Preliminary Budget proposes \$11.3 million for materials and supplies, an increase of \$0.9 million (8.3%) from the FY 2019 Amended Budget of \$10.4 million.

Expenses (continued)

- This reflects an increase in CNG cost of \$0.5 million.
- This includes a \$0.2 million increase in bus parts due to new services.

Utilities

This category includes electricity, water, gas, refuse, and telephone for bus, light rail, and administrative facilities.

The FY 2020 Preliminary Budget proposes \$7.5 million for Utilities, an increase of \$0.5 million (6.8%) from the FY 2019 Amended Budget of \$7.0 million.

- This includes increases in costs for natural gas, water, electricity, garbage, and LRV traction power.
- It also includes an increase of \$0.3 million in traction power due to annualized impact of Folsom late night service and light rail 15-minute weekend service.

Insurance & Liability

This category includes premiums, claims, and attorney fees related to personal liability insurance, property damage insurance, workers' compensation claims, and commercial insurance for amounts in excess of self-insured amounts.

The FY 2020 Preliminary Budget proposes \$10.0 million for Insurance & Liability, an increase of approximately \$0.8 million (8.6%) from the FY 2019 Amended Budget of \$9.2 million.

- This reflects an increase of \$0.5 million in the projected claims reserves for Property and Liability for FY 2020 related to new service.
- This also reflects a decrease of \$0.1 million in the projected claims reserves for Workers' Compensation for FY 2020.
- This also reflects the estimated FY 2020 insurance premium costs.

Other

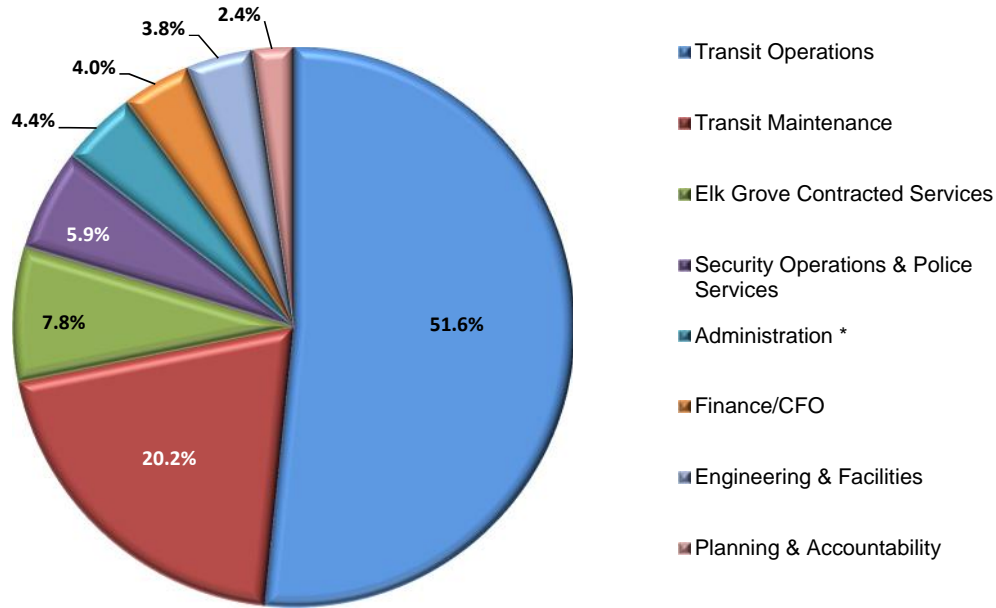
This category includes but is not limited to travel and training, seminars, dues and subscriptions, awards and ceremonies, building leases, equipment leases, taxes, freight, advertising, legal notices, and banking fees.

The FY 2020 Preliminary Budget proposes \$4.3 million for other expenditures, a decrease of \$2.6 million (-37.6%) from the FY 2019 Amended Budget of \$6.9 million.

- This includes \$0.85 million in Connect Card fees, which is SacRT's portion of running the Connect Card Regional Service Center. This is a \$0.1 million increase in cost compared to FY 2019 Amended Budget. It should be noted that most of these costs are recovered via cost recovery in the salary and benefits section.
- This reflects an increase of \$0.1 million in events and sponsorships.
- This also reflects a reduction of \$3.5 million for the Budget Stabilization account and an increase of \$0.5 million in Contingency.

Positions

The Fiscal Year 2020 Preliminary Budget includes total of 1,260 full time and part time positions, which is an increase of 70 positions from the Fiscal Year 2019 Amended Budget of 1,190 positions .



* Administration includes Office of the General Manager, Office of the Chief Counsel, Administration and Communications & Partnerships

Division	FY 2017 Funded	FY 2018 Funded	FY 2019 Funded	FY 2020 Funded	FY 2020 to FY 2019
Office of the General Manager	6	7	26	26	0
Office of the Chief Counsel	16	11	0	0	0
Planning & Accountability	4	20	28	30	2
Transit Operations	779	792	856	651	-205
Transit Maintenance	0	0	0	254	254
Administration	73	25	0	0	0
Engineering & Facilities	57	46	48	48	0
Finance/CFO	0	39	48	50	2
Communications & Partnerships	33	28	30	29	-1
Security Operations & Police Services	37	70	73	74	1
Elk Grove Contracted Services	0	0	81	98	17
Total	1,005	1,038	1,190	1,260	70

Positions (continued)

From FY 2019 to FY 2020, SacRT had a net increase of 71 funded positions. The changes reflected in the FY 2020 Proposed budget are as follows:

Planning and Accountability Division had a net increase of 2 funded positions. The position change is as follows:

- Added 1 Assistant VP, Planning & Accountability
- Added 1 Senior Manager Procurement Services

During FY 2019, continuing GM reorganization, the Transit Services/COO Division was split into two divisions: Transit Operations and Transit Maintenance. Furthermore, Light Rail department was also split into three departments: Light Rail Operations, Light Rail Maintenance, and Light Rail Wayside.

Transit Operations Division had a net decrease of 205 funded positions. The position changes are as follows:

- Added 20 Bus Operators: 15 Sac Forward initiatives and 5 for Route 51x and new school trippers.
- Funded 27 positions: 2 Transportation Supervisors in Light Rail, 24 Community Bus Service Operator – SmartRT Ride and 1 Community Bus Services Operator - Folsom
- Unfunded 1 Director, Operations Projects.
- Transferred 251 positions to Transit Maintenance: 111 in Bus Maintenance, 1 in Transit Operations, 100 and 39 in Transit and Light Rail Operations to Light Rail Maintenance and Light Rail Wayside respectively.

Transit Maintenance Division had a net increase of 254 funded positions. The position changes are as follows:

- Transferred 251 positions from Transit Operations: 111 in Bus Maintenance, 1 in Transit Maintenance, 100 in Light Rail Maintenance and 39 in Light Rail Wayside.
- Funded 3 positions: 1 Bus Service Worker and 2 Storekeepers.

Finance/Chief Financial Officer (CFO) Division had a net increase of 3 funded position. The position changes are as follows:

- Funded 2 positions: 1 Administrative Assistant I in Human Resources, and 1 Capital and Project Control Administrator in Office of Management and Budget.
- Transferred 1 Treasury Clerk from Communication and Partnerships Division and converted to Accounts Payable Clerk.
- Unfunded 1 Revenue Analyst in Finance.

Communications and Partnerships Division had a net decrease of 1 funded position. The position changes are as follows:

- Transferred 1 Treasury Clerk to Finance Division.

Security Operations and Police Services Division had a net increase of 1 funded positions:

- Added 1 VP, Security Operations and Police Services.

Elk Grove Contracted Services had a net increase of 17 positions: Effective July 1, 2019, SacRT will provide services for City of Elk Grove e-Tran services. SacRT created four departments: Vehicle Operations, Vehicle Maintenance, Facilities Maintenance, and General Administrations in line with NTD reporting for better cost tracking purposes. The positions changes are as follows:

- Funded 17 positions: 5 Mechanic A, 1 Mechanic B, 2 Mechanic C, 8 Bus service Workers and 1 Facilities Service Worker.

Capital Improvement Plan

Project Overview

The following tables and chart represent the Capital Budget as it pertains to the FY 2020 Budget for the projects listed. The full five-year Capital Improvement Program (CIP) will be adopted by a separate Board action and will cover capital funding priorities between fiscal years 2020 through 2024, and beyond to 2050.

The amounts contained in the FY 2020 Preliminary Budget only pertain to items where anticipated funding sources have been identified and are programmed for FY 2020, or where SacRT has applied for, or intends to apply for, competitive grant funds for the project, and grant funds will be available in FY 2020 if awarded.

The FY 2020 Capital Budget includes projects focused on the following priority programs:

Facilities Program

- F020 HVAC Replacements - Admin & Maintenance Buildings
- F021 Facilities Maintenance & Improvements
- R354 Fare Vending Machine (FVM) Enhancements

Fleet Program

- B100 Existing Bus Fleet Replacement (2020 - 2035)
- R115 Siemens 1st Series LRV Fleet Replacement (26 LRVs)
- R125 CAF Fleet Mid-Life Component Overhaul
- R358 Gold Line Service Expansion Light Rail Vehicles

Infrastructure Program

- B165 Electric Bus Charging Infrastructure
- R314 Light Rail Station Low Floor Vehicle Conversion
- R359 Gold Line Side Track

Other Program

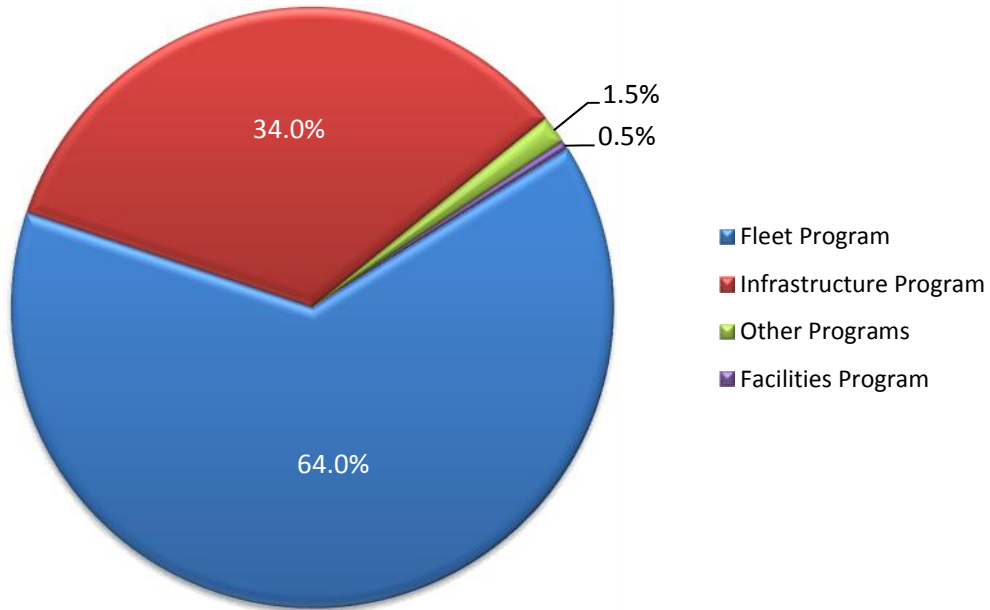
- M004 Revenue Bond, Series 2012 Payment

Impact of Capital Improvements on the Operating Budget

Capital projects that are approved in the current year budget will impact future operating and capital budgets as follows:

1. Capital projects completed in the current year will require on-going maintenance and, in case of new services, additional and on-going operating costs.
2. Capital projects that are not completed in the current year will require additional capital funding that may require balancing with operating funding if additional capital funds are not available.
3. Capital projects that are not completed in the current year will affect future years' budgets with increased operating costs in the year of completion. Future on-going operating and maintenance costs are projected using current year baseline dollars.

Capital Improvements by Category



Program	FY20 Budget Request (\$ in Thousands)	
Fleet Program	145,499	64.0%
Infrastructure Program	77,316	34.0%
Other Programs	3,433	1.5%
Facilities Program	1,041	0.5%
Grand Total	227,288	100.0%

Capital Improvement Revenues and Expenditures

Program	Project Name	Previously Budgeted (Board-Approved)	FY20 Budget Request	Funding Additions ¹		Board Authorized Amount
				State	TBD	
Facilities Program						
F020	HVAC Replacements - Admin & Maint Bldgs	-	40,625	40,625		40,625
F021	Facilities Maintenance & Improvements	507,379	400,000	400,000		907,379
R354	Fare Vending Machine (FVM) Enhancements	7,526,000	600,000	600,000		8,126,000
		<u>8,033,379</u>	<u>1,040,625</u>	<u>1,040,625</u>	<u>-</u>	<u>9,074,004</u>
Fleet Program						
B100	Existing Bus Fleet Replacement (2020 - 2035)	500,000	21,499,000		21,499,000	21,999,000
R115	Siemens 1st Series LRV Fleet Replacement	68,400,000	79,800,000		79,800,000	148,200,000
R125	CAF LRV Fleet Mid-Life Component Overhaul	-	24,000,000		24,000,000	24,000,000
R358	Gold Line Service Expansion LRVs	36,800,000	20,200,000		20,200,000	57,000,000
		<u>105,700,000</u>	<u>145,499,000</u>	<u>-</u>	<u>145,499,000</u>	<u>251,199,000</u>
Infrastructure Program						
B165	Electric Bus Charging Infrastructure	2,834,050	4,165,950		4,165,950	7,000,000
R314	Light Rail Station Low Floor Vehicle Conversion	32,000,000	54,250,000		54,250,000	86,250,000
R359	Gold Line Side Track	48,400,000	18,900,000		18,900,000	67,300,000
		<u>83,234,050</u>	<u>77,315,950</u>	<u>-</u>	<u>77,315,950</u>	<u>160,550,000</u>
Other Program						
M004	Revenue Bond, Series 2012 Payment	13,429,925	3,432,725	3,432,725	-	16,862,650
		<u>13,429,925</u>	<u>3,432,725</u>	<u>3,432,725</u>	<u>-</u>	<u>16,862,650</u>
Total		<u>210,397,354</u>	<u>227,288,300</u>	<u>4,473,350</u>	<u>222,814,950</u>	<u>437,685,654</u>

Notes:

1. There are no funding additions in the Federal or Local funding category

Capital Project Funding Addition Descriptions

- B100 Existing Bus Fleet Replacement (2020 - 2035) – Replace 31, or approximately one-third, of the 91 Model Year 2008 CNG 40-foot buses with new CNG buses. The remaining 60 buses will be budgeted for replacement in FY21 and FY22.
- B165 Electric Bus Charging Infrastructure – Implement Phases 1 and 2 of SacRT’s electric bus charging infrastructure project. In Phase 1, SacRT will install a 4000 Amp service for charging buses at Bus Maintenance Facility 1, which will provide capacity for SacRT’s initial electric bus procurements. In Phase 2, SacRT will install a 21 kV Primary Service at Bus Maintenance Facility 1, which will have the capacity to charge a significant number of electric buses.
- F020 HVAC Replacements - Admin & Maintenance Buildings – HVAC replacements at the Administrative Building, Wayside Building, and Metro Building.
- F021 Facilities Maintenance & Improvements – Make general facilities enhancements and maintain facilities throughout the district. Scope includes building repairs, equipment repair/replacement, etc.
- M004 Revenue Bond, Series 2012 Payment – Annual payment for Revenue Bond issuance from FY 2013 to FY 2042.
- R115 Siemens 1st Series LRV Fleet Replacement (26) – Increase the budget to reflect the latest cost estimate to replace all 26 replacement LRVs for Siemens 1st Series Fleet (1987 vehicles). Previously the budget only included the 13 1st Series Siemens vehicles that received partial funding from the 2018 Transit and Intercity Rail Capital Program (TIRCP) grant.
- R125 CAF LRV Fleet Mid-Life Component Overhaul – Overhaul of major subsystems/components on the CAF Light Rail Vehicle fleet. The 40 CAF LRVs were placed in service in 2003 and are 15 years old, which is beyond halfway through their FTA-defined 25-year useful life. This level of funding will be adequate to overhaul all components of eight LRVs, or to overhaul just select components of a greater number of vehicles. The remaining CAF vehicles and/or components will be budgeted for overhaul in FY21 through FY24.
- R314 Light Rail Station Low Floor Vehicle Conversion – Increase the budget to reflect the latest cost estimate to convert all light rail stations systemwide to low-floor. Previously the budget only included the cost to convert the stations along the Gold Line to low-floor because the 2018 TIRCP and Congested Corridors grant awards were focused on delivering enhanced service frequencies on the Gold Line.
- R354 Fare Vending Machine (FVM) Enhancements – Increase the budget to include the purchase and installation of approximately twelve (12) new Fare Vending Machines (FVMs) at light rail stations along the Gold and Green Lines. Previously the budget included only the cost to purchase and install FVMs in the Northeast Corridor NEC/Blue Line because the available grant funding was restricted to those lines. New FVMs will be more reliable and inexpensive to maintain, and will accept debit/credit payment.
- R358 Gold Line Service Expansion Light Rail Vehicles – Increase the budget to reflect the latest cost estimate to procure all ten of the expansion LRVs that are needed to enable Gold Line frequency enhancements (increasing service frequencies from 30 minutes to 15 minutes between Sunrise Station and Historic Folsom Station). The previous budget included only the seven expansion LRVs that received partial funding from the 2018 TIRCP grant.
- R359 Gold Line Side Track – Increase the budget to reflect the latest cost estimate. The cost estimate has been increased to be consistent with the high construction costs that are being seen nationwide

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
14	05/13/19	Open	Action	05/08/19

Subject: Property-Based Business Improvement District on Folsom Boulevard in City of Rancho Cordova

ISSUE

Whether to (1) direct the Sacramento-Placerville Transportation Corridor Joint Powers Authority (SPTC JPA) to sign a petition in favor of, and, if the petition is successful, direct the SPTC JPA to cast an assessment ballot for creation of a Property and Business Improvement District (PBID) along Folsom Boulevard in the City of Rancho Cordova; and (2) authorize the General Manager/CEO to enter into an amendment to the Easement Agreement with SPTC JPA to clarify responsibility with respect to property-related fees, assessment ballots and special assessments.

PROPOSED ACTIONS

- A. Motion: Direct SPTC JPA to Sign a Petition in Favor of and Cast an Assessment Ballot for Creation of a PBID Along Folsom Boulevard in the City of Rancho Cordova; or
- B. Motion: Direct SPTC JPA to Cast an Assessment Ballot Against the Creation of a PBID Along Folsom Boulevard in the City of Rancho Cordova; and
- C. Adopt Resolution No. 19-05-_____, Delegating Authority to the General Manager/CEO to Approve and Execute an Amendment to the Easement with the SPTC JPA Related to Property-Related Fees and Assessments.

FISCAL IMPACT

Budgeted:	Yes	FY 2020:	\$	23,500
Budget Source:	Operating	Annualized:		5% increase per year for 5 years
Funding Source:	Operating	Total Amount:	\$	129,852

DISCUSSION

There is an effort underway to form a Property and Business Improvement District along Folsom Boulevard in the City of Rancho Cordova area (Rancho Cordova PBID) as shown on Attachment 1. This area, which includes SacRT's Zinfandel and Cordova Town Center Light Rail Stations, is part of the rail corridor owned by the Sacramento-Placerville Transportation Corridor Joint Powers Authority (SPTC JPA).

SacRT has an easement Agreement with SPTC JPA for SacRT's use of this rail corridor, which requires that SacRT must bear "any and all expenses associated with the Easement", including, without limitation, "any and all expenses of managing, improving, operating and maintaining" the

Approved:

Presented:

Final 05/08/19

General Manager/CEO

VP, Finance and Procurement/CFO

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Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
14	05/13/19	Open	Action	05/08/19

Subject: Property-Based Business Improvement District on Folsom Boulevard in City of Rancho Cordova

property, but does not specifically address assessments. SPTC JPA has requested a formal agreement acknowledging SacRT’s commitment to pay the Rancho Cordova PBID assessment in exchange for the SPTC JPA agreeing to petition/vote in favor of PBID. Accordingly, the purpose of this Issue Paper is to (1) describe the purpose, cost, and other details of the proposed Rancho Cordova PBID; (2) obtain direction from the Board on whether to direct the SPTC JPA to support or oppose the formation the Rancho Cordova PBID with an understanding that SacRT will ultimately pay the assessment if the formation is successful; and (3) authorize the General Manager/CEO to execute an amendment to the Easement to specify that SacRT is responsible for paying all property-related fees and assessments that relate to SacRT’s portion of the corridor and, as a consequence, SacRT has the authority to direct SPTC JPA to take actions to support or oppose such fees and assessments as desired by SacRT.

Purpose: The purpose of the Rancho Cordova PBID would be to provide activities and improvements that constitute and convey a special benefit to assessed parcels. Under the proposed Rancho Cordova PBID Service Plan, see Attachment 2, the major focus of the Rancho Cordova PBID is security and maintenance (73%), which includes “detering and reporting” nuisance behavior and unlawful activity, and marketing and advocacy (8%), which includes “[e]ngaging with property and business owners to promote regional transit as a viable, alternative option.”

Budget: The Rancho Cordova PBID annual assessment budget for the initial year of its five (5) year operation is anticipated to be \$439,019.23 as shown below:

Service	FY 19 Budget	%
Security & Maintenance	\$320,484.03	73
Administration	\$52,682.31	12
Marketing & Advocacy	\$35,121.54	8%
Improvements	\$13,170.58	3%
Contingency / Reserve	\$17,560.77	4%
TOTAL	\$439,019.22	100

The annual budget may be subject to an increase in assessment rates of no more than five percent (5%) per year. The assessment funds will be supplemented by non-assessment funds (such as grants and event income), so that the total budget for the initial year is estimated at \$459,905.75.

Cost: The assessment rate (cost to the parcel owner) is based on parcel square footage and use classification. The initial annual rate per parcel is based on a parcel’s classification as having a commercial use/public use, a religious use, an apartment use, or a railroad use. The initial annual rate for each commercial use/public use parcel would be \$0.0550 per parcel square foot. The initial annual rate for each religious use parcel would be \$0.0500 per parcel square foot. The initial annual rate for each apartment use parcel would be \$0.0350 per parcel square foot. The initial annual rate for each railroad use parcel would be \$0.0262 per parcel square foot. Based on the

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
14	05/13/19	Open	Action	05/08/19

Subject: Property-Based Business Improvement District on Folsom Boulevard in City of Rancho Cordova

SPTC JPA property square footage within boundaries of the proposed district, SacRT’s annual assessment would be approximately \$23,500 for the first year. Assessment rates may be subject to an increase of no more than five percent (5%) per year.

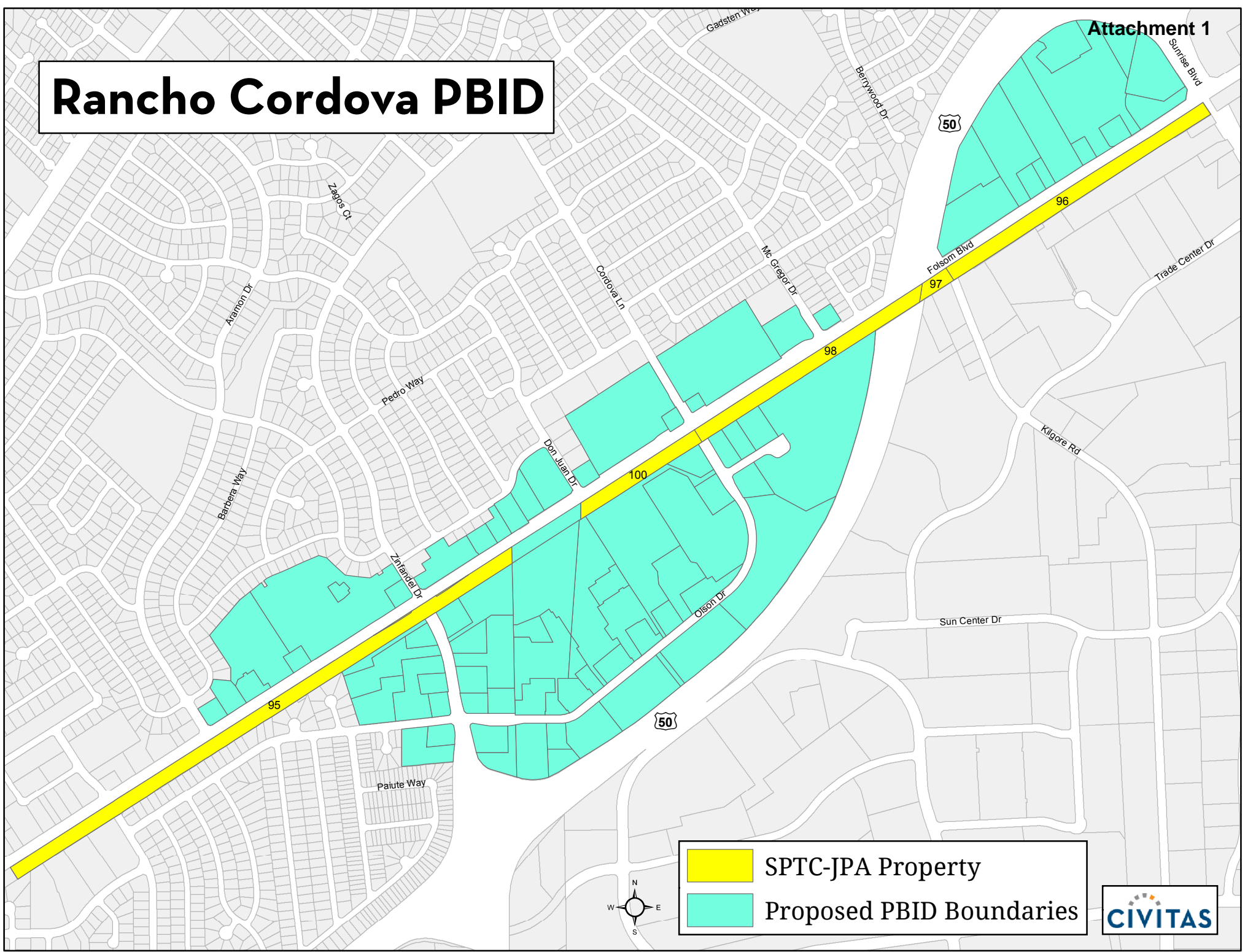
Management: The Rancho Cordova Chamber of Commerce (the Chamber) will serve as the Owners’ Association for the Rancho Cordova PBID. The Chamber will form a new standing steering committee, to be known as the “PBID Governing Committee” (PGC). The PGC will be comprised solely of property owners paying the Rancho Cordova PBID assessment; however, additional non-voting seats may be held by representatives of the Chamber and the City of Rancho Cordova, as designated by the PGC and with consent by the Chamber’s Board. The number of members of the PGC and the criteria for membership on the PGC will be determined by the Chamber and set forth in the Chamber’s bylaws. The Chamber Board’s resolution creating the PGC will delegate the authority to manage matters related to the Rancho Cordova PBID to the PGC, including, but not limited to, management of assessment funds and decision making regarding Rancho Cordova PBID programs.


Process: Under the Property and Business Improvement District Law of 1994, a city may initiate proceedings to form a Property and Business Improvement District (PBID) upon receipt of a written petition signed by property or business owners in the proposed district who will pay more than 50 percent of the assessments proposed to be levied. The proceedings include holding a public hearing and offering property owners an opportunity to protest formation of the district. Assessments are levied based on the estimated benefit to the respective property or business owners within the district. Signed petitions for the Rancho Cordova PBID are being requested by May 31, 2019. This is to allow for the hearing and ballot process to begin in June so that the PBID can be formed and start collecting assessments in 2020.


Based on the process detailed above, it is possible the PBID may be approved by other property owners regardless of whether or how the SPTC JPA signs a petition or casts a vote, in which case SacRT would still have to pay the assessment. On the other hand, the vote of the SPTC JPA could prove determinative if it is a close vote as to whether or not to approve the PBID. Because of that, Staff felt it important to bring this issue to the Board for consideration.

Rancho Cordova PBID

Attachment 1



 SPTC-JPA Property

 Proposed PBID Boundaries



Rancho Cordova Property and Business Improvement District

Service Plan

March 19, 2019

PROPOSED BUDGET

The budgets below are examples of how funds could be allocated in the initial year. Budget categories may require adjustments up or down to continue the intended level of services. The Owners’ Association Board of Directors will have the authority to re-allocate up to fifteen percent (15%) of total service budget between categories. Over the five (5) year term of the district, the assessment rate may be subject to annual increases that will not exceed five percent (5%) per year. Increases will be determined by the Owners’ Association Board of Directors and can vary each year.

Service	FY 19 Budget	%
Security & Maintenance	\$320,484.03	73%
Administration	\$52,682.31	12%
Marketing & Advocacy	\$35,121.54	8%
Improvements	\$13,170.58	3%
Contingency / Reserve	\$17,560.77	4%
TOTAL	\$439,019.22	100%

PROPOSED SERVICES

Security & Maintenance

Safety and the perception of safety are the leading issues with RCPBID property owners. The safety and maintenance program will serve a number of functions. This program will increase awareness of security efforts, coordinate efforts of existing property owner security programs, and act as the “eyes and ears” for the Rancho Cordova Police Department. The program will reduce street disorder and serve a lead role in crime prevention. Maintenance is another leading issue with RCPBID property owners. A maintenance service will patrol the RCPBID for litter and other garbage. The service will also remove graffiti, shopping carts, weeds, and other debris from streets and sidewalks.

Security

A security program that keeps in close communication with RCPBID property and business owners is a key point of this program. The security program will have flexibility to address the needs throughout the RCPBID, via a patrol program that can respond to the needs of every owner within the RCPBID. With these factors in mind, the safety and patrol program will include, but is not limited to:

- Supporting crime prevention on assessed parcels and reporting issues to the Rancho Cordova Police Department

- Deterring and reporting on illegal street vending, illegal dumping, and street code violations.
- Deterring and reporting on public intoxication, panhandling and loitering, trespassing, prostitution, scavenging, and shopping cart confiscation.
- Increasing visibility of the patrol within the RCPBID, including patrolling of security personnel by vehicle, to allow security personnel to have contact with the local businesses, property owners and residents.
- Providing information to help reduce nuisance behaviors, occurring in the RCPBID area, which can deter tenants and customers on assessed parcels.

Maintenance Patrol

The maintenance program will focus on making the RCPBID as a cleaner and more inviting place to do business. Maintenance patrols will provide additional litter pickup and removal beyond City services. The patrol will perform regular rounds, Monday through Friday, throughout the RCPBID to find and address maintenance problems. The maintenance patrol program may include, but is not limited to:

- Patrolling the RCPBID to pick up any garbage from illegal dumping in public areas.
- Contacting appropriate retailers and/or property owners to retrieve abandoned shopping carts.
- Painting or removing any graffiti in public areas, such as benches and bus stops.
- Removing weeds from sidewalks, planters in the public right of way, and gutters, excluding center medians.
- Removing all posters and advertisements illegally posted on public property.
- Communicating with Owners' Association staff to carry out any emergency clean up problems.
- Maintaining statistics on the amount of garbage collected, shopping carts retrieved and posters/signs removed. Statistics will be reported monthly to Owners' Association staff.

Marketing & Advocacy

Marketing efforts will highlight the RCPBID as a unique destination in an effort to increase visitor activity and sales that directly benefit the assessed parcels. Marketing may include, but is not limited to:

- Promoting and marketing the RCPBID as a desirable destination.
- Business advocacy efforts, including endeavors to attract businesses to vacant properties.
- Promoting and executing special events to attract visitors.
- Creating and maintaining the RCPBID brand package and website.
- Creating and distributing promotional materials, including visitor guides, maps, press releases and newsletters.



- Advocating in collaboration with and behalf of the RCPBID at local government agencies for economic development decisions, planning decisions, and implementing homeless initiatives.

Administration

The improvements portion of the budget will be used to fund tangible items that will better the area of the RCPBID to help with promoting and improving the look and feel of the RCPBID. Improvements may include: the addition of pole banners, wayfinding signage, park benches, trash receptacles, bike racks, planters, public art and other similar initiatives.

Administration

The administration portion of the budget will be utilized for administrative costs associated with providing the activities and improvements for the RCPBID. These costs may include rent, telephone charges, legal fees, accounting fees, postage, administrative staff, insurance, and other general office expenses.

Contingency / Reserve / City Fees

The budget includes a prudent fiscal reserve. Changes in data, lower than anticipated collections, higher than expected program costs, and other issues may change the revenue and expenses. In order to buffer the organization for unexpected changes in revenue, and/or allow the RCPBID to fund other overhead or renewal costs, the reserve is included as a budget item. Should contingency funds remain at the expiration of the RCPBID, and property owners wish to renew the district, the remaining funds may be used for the costs of renewal. This category also includes the necessary funds to pay the City of Rancho Cordova’s fees associated with collection of assessments. The City’s fee is anticipated to be one percent (1%) of the assessments collected.

INITIAL ASSESSMENT RATE

Parcels are assessed based on parcel size. To determine a parcel’s assessment, the applicable lot size rates in the tables below are applied to the parcel’s actual lot size within the RCPBID. The assessment rates* are:

Commerical Use Lot Size Assessment Rate (sq. ft.)	Religious Use Lot Size Assessment Rate (sq. ft.)	Railroad Use Lot Size Assessment Rate (sq. ft.)	Apartment Use Lot Size Assessment Rate (sq. ft.)
\$0.0550	\$0.0500	\$0.0262	\$0.0350

**Assessment rates may be subject to an increase of no more than five percent (5%) per year.*

MANAGEMENT

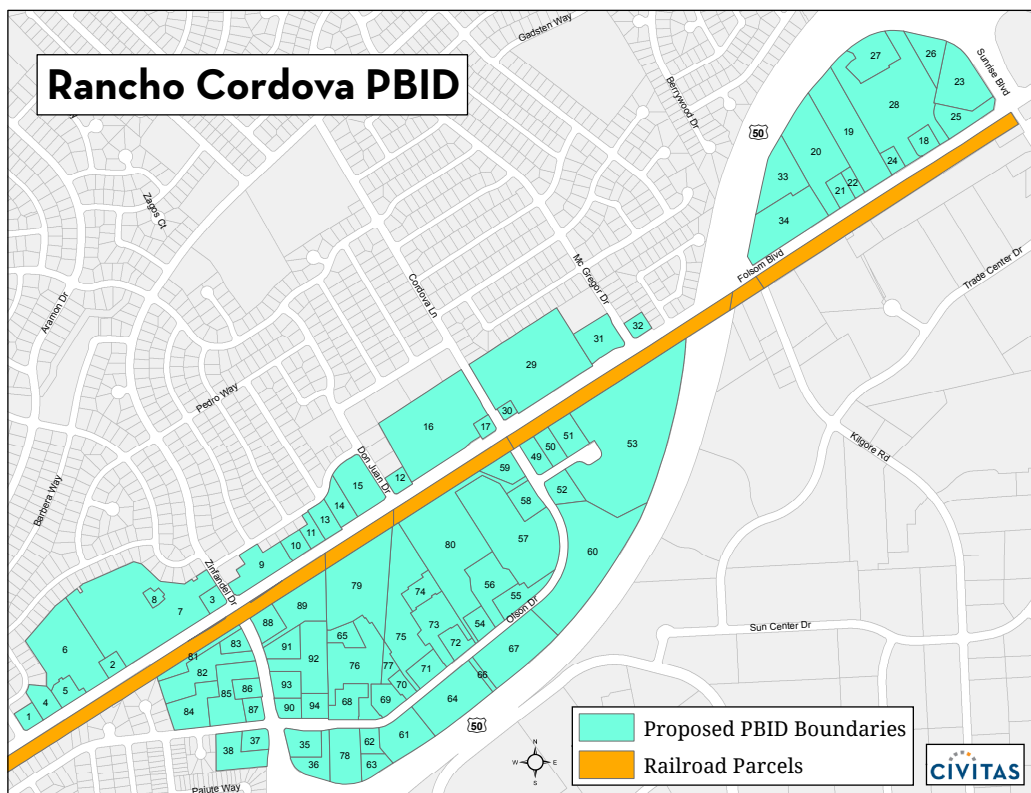
The Rancho Cordova Chamber of Commerce shall serve as the Owners' Association described in the Streets and Highways Code §36651. The Chamber shall form a new standing advisory committee, to be known as the "PBID Governing Committee" (PGC). The Chamber Board's resolution creating the PGC shall delegate the authority to manage matters related to the RCPBID to the PGC, including, but not limited to, management of assessment funds and decision making regarding RCPBID programs. The PGC shall be comprised solely of property owners paying the RCPBID assessment. Additional non-voting seats may be held by representatives of the Chamber and the City of Rancho Cordova as nominated by members of the PGC and appointed by the Chamber's Board. The number of members of the PGC and the criteria for membership on the PGC shall be set forth in the Chamber's bylaws.

TERM

The district will be formed for a five (5) year period, with services commencing January 1, 2020 through December 31, 2024. After the five (5) year term, the PBID may be renewed for up to ten (10) years if property owners support continuing the programs.

BOUNDARIES

The map below illustrates the proposed RCPBID boundaries.



Rancho Cordova Property Business Improvement District Partnership with Sac-Placerville Transportation JPA & Regional Transit

The Sac-Placerville Transportation JPA & Regional Transit parcels run through the center of the proposed Rancho Cordova Property Business Improvement District (RCPBID). There would be two stations in the RCPBID, Zinfandel and Cordova Town Center.

What additional services will the PBID provide for Regional Transit?

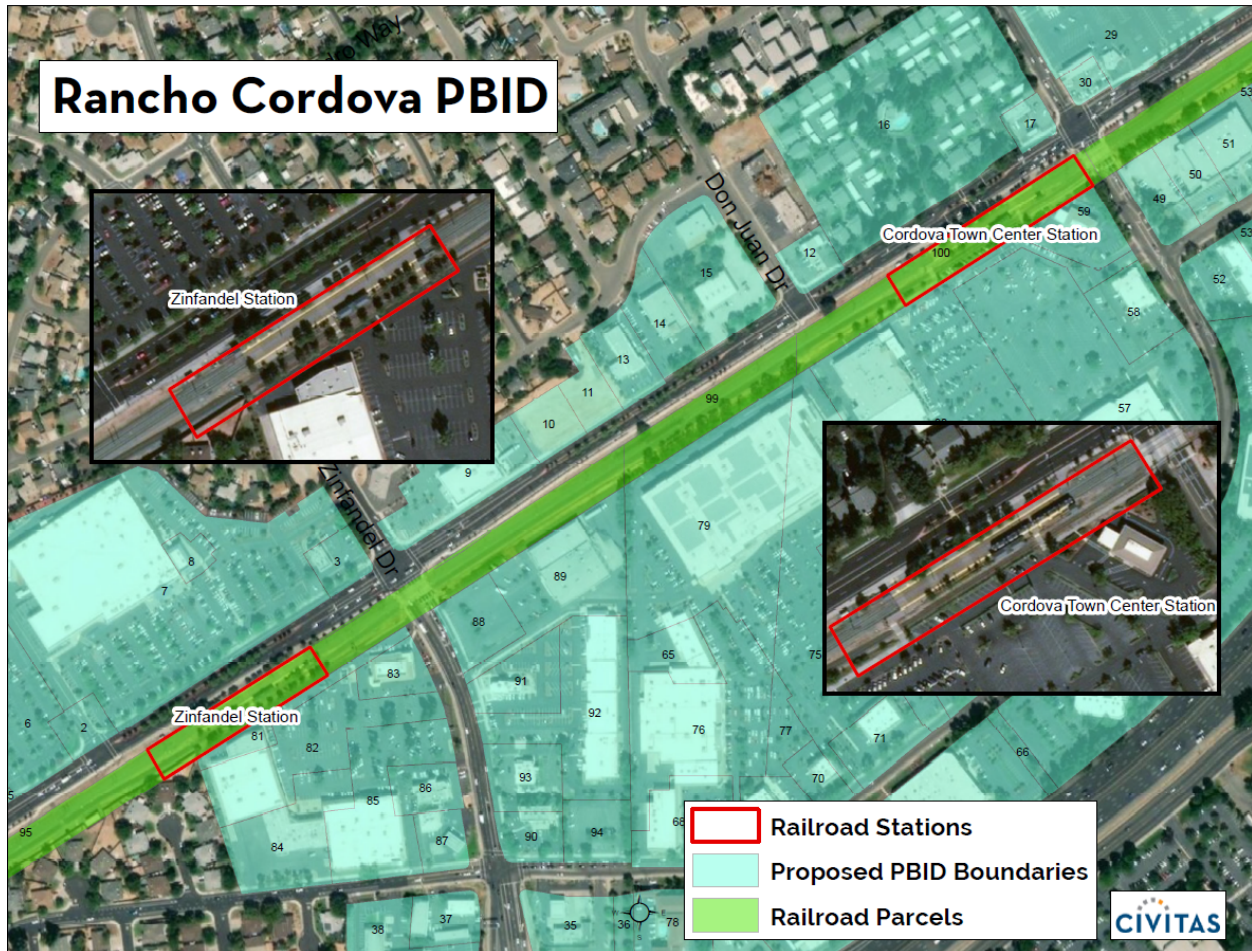
Seventy-three percent (73%) of the \$439,019 PBID budget, will be used for additional Security & Maintenance. Eight percent (8%) of the budget will be used for Marketing & Advocacy. Some of the services that provide specific or direct benefit to Regional Transit include:

- Reduction of nuisance behavior to encourage ridership, by deterring and reporting such activities as public intoxication, loitering, trespassing, prostitution, scavenging, and shopping cart confiscation.
- Engagement with property and business owners to promote regional transit as a viable, alternative option to other transportation methods for themselves and employees.
- Supporting crime prevention on assessed parcels in the RCPID and reporting such issues to the Rancho Cordova Police Department.
- Maintaining a partnership with the Rancho Cordova Police Department to help deter repeat offenders and reduce incident levels.
- Deterring and reporting illegal street vending, illegal dumping, and street code violations.
- Marketing aimed at increasing ridership.
- Promoting and marketing the RCPBID as a desirable destination.
- Promoting and executing special events to attract visitors.
- Business advocacy efforts to attract businesses to vacant properties.

Cost

Commercial Use Lot Size Assessment Rate (sq. ft.)	Religious Use Lot Size Assessment Rate (sq. ft.)	Railroad Use Lot Size Assessment Rate (sq. ft.)	Apartment Use Lot Size Assessment Rate (sq. ft.)
\$0.0550	\$0.0500	\$0.0262	\$0.0350

The initial annual assessment for the Sac-Placerville Transportation JPA & Regional Transit parcels will be: \$23,550.42.



RESOLUTION NO. 19-05-_____

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

May 13, 2019

DELEGATING AUTHORITY TO THE GENERAL MANAGER/CEO TO APPROVE AND EXECUTE AN AMENDMENT TO THE EASEMENT AGREEMENT WITH THE SPTC JPA RELATED TO PROPERTY-RELATED FEES AND ASSESSMENTS.

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

THAT, the General Manager/CEO is hereby authorized to enter into an amendment to the Easement with the Sacramento-Placerville Transportation Corridor Joint Powers Authority (SPTC JPA) to allow SacRT to direct SPTC JPA sign a petition in favor of or against; cast ballot for or against, creation or renewal; file a protest; or initiate any other legal action, related to a PBID, assessment district, property-related fee or other action requiring a property owner action and clarify that SacRT will be responsible for any resulting fee or assessment.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
15	05/13/19	Open	Information	05/07/19

Subject: Student Pass Program for Students Living or Attending School in the City of Sacramento

ISSUE

Discussion regarding a Student transit pass program for all Students (grades TK-12) who live in the City of Sacramento or go to school in the City of Sacramento.

RECOMMENDED ACTION

None. Information Only.

INTRODUCTION

Over the past several months SacRT has worked hard to build ridership. With support from the Board, Staff has successfully implemented a number of new initiatives. These initiatives have begun to have an impact and SacRT is beginning to see positive returns on ridership. Staff is looking to build on this success and take it to the next level by partnering on an exciting program with the City of Sacramento.

SacRT and Councilmember Schenirer's Staff have been working on a new initiative, intended to be revenue neutral for SacRT and funded primarily by the City of Sacramento, that would allow all grade TK-12 students who either go to school within the City limits of Sacramento or reside within the City limits but attend a school outside the City's boundaries to ride SacRT's services for free with a School ID and special sticker. This exciting opportunity could provide over 100,000 students the opportunity to ride any of SacRT's fixed route or SmaRT Ride services at any time free of charge for an initial period of approximately one year. The program will be evaluated on an annual basis and considered for renewal each year by both the SacRT Board and the City of Sacramento.

The Student Ridership Initiative being considered by the City falls under the umbrella of the Citywide Youth Development Campaign Plan unanimously adopted by the Sacramento City Council. The City's vision is to ensure all Sacramento youth are valued and reach their fullest potential. Transportation is viewed as a key element to reaching this vision and currently represents a significant barrier for many Sacramento youth traveling to school or internships/jobs, especially those in lower income households.

DISCUSSION ON COMPARABLE PROGRAMS

While a program of this nature is not unprecedented, the number of students this initiative could reach is unique. Several transit agencies around the country have attempted limited versions of programs similar to the one being pursued here, but rarely have they impacted the number of students that will be eligible in Sacramento under the Student Ridership Initiative.

Approved:

Presented:

Final 05/08/19

General Manager/CEO

VP, Finance and Procurement/CFO

J:\Board Meeting Documents\2019\May 13, 2019\2019-05-13 Fare-Free Transit for Sacramento Students.v2.doc

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
15	05/13/19	Open	Information	05/07/19

Subject: Student Pass Program for Students Living or Attending School in the City of Sacramento

The Washington Metropolitan Area Transit Authority (WMATA) partnered with the District of Columbia (DC) to implement the “Kids Ride Free Program” in 2013 (program funded by the District of Columbia). During the 2017-2018 school year, the Kids Ride Free Program saw 32,000 students try transit out of an eligible population of about 90,000 students (35%). Ridership is quite high among the students who participate, with WMATA receiving more than 250,000 boardings per week from students (more than 8 rides per week per student).

In 2016, the City of Toronto partnered with the Toronto Transit Commission to offer free rides to all children under the age of 12 (program funded by the City of Toronto). In Toronto, transit ridership among children 12 and under doubled in the first year of implementation from 11,000,000, to 22,000,000 with even greater growth projected for future years. The Initiative being proposed in Sacramento would provide free rides for all students in grades TK-12 (approximately age 18) rather than just children 12 years old and younger.

More locally, the Alameda County Transportation Commission (Alameda CTC) recently voted to approve an expansion and extension of the Affordable Student Transit Pass Pilot (STPP). The STPP allows for students who fall below pre-defined income levels and attend participating schools to obtain free transit passes on local transit agencies (program funded in part by Alameda County Measure BB). The pilot has been quite successful and participation has increased each year from its inception in the 2016-2017 school year. In year one, 36% of eligible students participated; in year two, that number grew to 48% and so far in year three 57% of eligible students have already participated in the STPP. While the program participation to date has been fantastic, one concern that the Alameda CTC mentioned was the increasing administration costs as the program expands. Verification of eligibility, especially on the basis of income, can be difficult and costly for transit agencies to administer.

Finally, the San Francisco Municipal Transportation Agency (SFMTA) also provides a free means based transit pass to students. Like the STPP in Alameda County, program participation is high, but program administration was considered a significant hurdle. In fact, SFMTA now uses the “honor system” to administer the program and students simply register themselves online. While the program is still marketed to low income families, income verification is not actually done by SFMTA prior to issuing the student a free ride pass.

As previously mentioned, the Student Ridership Initiative as proposed will allow for all students living or attending school in Sacramento to ride for free and therefore will significantly lower the difficulties and costs related to administration.

DISCUSSION ON SACRT FARE REVENUE AND RIDERSHIP

A primary focus of the Student Ridership Initiative in Sacramento is to implement the program in a manner that is near revenue neutral for SacRT, but increases ridership and reduces greenhouse gas emissions and congestion. SacRT has recently adopted several initiatives that are anticipated to bring additional ridership to the region but are also expected to reduce revenues for SacRT.

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
15	05/13/19	Open	Information	05/07/19

Subject: Student Pass Program for Students Living or Attending School in the City of Sacramento

Fiscal responsibility continues to remain a top priority and, therefore, Staff is seeking to implement the proposed initiative in a manner that is simple to administer with minimal impacts to SacRT revenues and expenses.

A recent analysis of SacRT fare revenues found that students either attending K-12 school or living within the City of Sacramento boundaries contribute approximately \$1,000,000 annually. In the coming weeks, Councilmember Schenirer will request that the Sacramento City Council support this Initiative through a budget request offsetting the fare revenue loss resulting from the student transit pass program’s implementation. Assuming City funding support and no proposed changes to SacRT’s transit services, SacRT could implement this program without a negative budgetary impact in FY2020. Once the funding is secured, the Board would be asked to approve a funding agreement with the City under which SacRT would agree to create a new group pass type for students meeting the eligibility criteria, subject to Board approval of the required Title VI analysis. The intent would be to implement the program in Fall 2019 if the required approvals and implementation measures can be accomplished in time.

Given that this program would be one of the first of its kind in the nation, determining the ridership impact proved to be difficult. Industry standard elasticity calculations do not apply when fares are completely eliminated. Instead Staff turned to two other internal offerings that are similar in nature to the proposed initiative.

College students who attend Sac State and Los Rios have a small transportation fee built into their registration costs. This fee is paid by nearly 100% of students and they are eligible to obtain a semester long transportation pass at no additional cost. Because the transportation fee is mandatory, the semester pass these students receive can be viewed as “free”. Based on historical ridership trends, SacRT receives on average approximately 50 boardings per year from each eligible Los Rios student (75,000 students) and 30 boardings per year from each eligible Sac State student (30,000 students).

SacRT is estimating that approximately 100,000 students will be eligible to participate in the Student Ridership Initiative. Assuming participation is less likely for younger students, Staff excluded students in grades K-5 (est. 46,154 students) from its analysis to ensure that the estimated increase in ridership is conservative. Table 1 below represents the analysis used to determine the estimated increase in ridership:

Table 1

Eligible students (Grades 6-12 only)	53,846
Average rides/student annually*	39.52
Estimated ridership	2,128,185
Current ridership (eligible students)	1,025,079
Estimated ridership gain	1,103,106
Percentage ridership gain	108%

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
15	05/13/19	Open	Information	05/07/19

Subject: Student Pass Program for Students Living or Attending School in the City of Sacramento

**Methodology used to calculate average rides/student annually was based on Los Rios and Sac State historical data. See previous discussion for details.*

It is important to note that the estimated ridership total of 2,128,125 boardings reflects only a single possible outcome. Based on the comparable offerings analyzed above, the expected range of potential boardings varies from a low of 1,596,698 (56% increase) to a high of 2,659,673 (159% increase). In any case, the Student Ridership Initiative has the potential to bring substantial ridership gains for SacRT.

DISCUSSION ON PROGRAM ADMINISTRATION

If the program is implemented, initial passes would be made available in the form of a sticker to be placed directly on the Student’s School ID card. The sticker itself will provide enhanced fraud prevention measures by revealing a void (or other clear language) message if the sticker is removed from the Student’s School ID card. If the program continues beyond the first year, it is likely that the form of fare media may change in future years to accommodate new technologies (Connect Card, ZipPass, etc.). While the program is anticipated to be renewed annually, it is likely that the stickers will be valid for a 13 or 14 month period this year. The additional time will ensure that eligible students are able to continue to ride the following school year until the schools issues a new ID card.

SacRT and the City of Sacramento are partnering with local school districts to assist with the administration of the Student Ridership Initiative. Agreements would be put in place with each interested school district to specify the distribution requirements and process. Schools located within City of Sacramento boundaries would be asked to distribute the free ride passes/stickers to all students. Staff anticipates obtaining enrollment information from eligible schools to determine the number of stickers to distribute each school. Schools that are outside the City limits could also obtain stickers from SacRT, but control procedures would need to be put in place by these schools to ensure that only City of Sacramento residents would be able to obtain a sticker. Additionally, it is likely that SacRT and the City of Sacramento would partner to issue the stickers to eligible students in other public locations as well (libraries, City Hall, community centers, etc.). It is also important to note that students who are experiencing homelessness and/or a part of foster programs will also be allowed to participate in the Student Ridership Initiative regardless of current residence address or school address. More details about the program administration will be available in the coming months.

CONCLUSION

Over the next two months, SacRT and the City of Sacramento will to work together to finalize the funding agreement framework for the Student Ridership Initiative. Additionally, federal regulations require that that a Title VI fare equity analysis be completed by Staff and approved by the Board prior to the implementation of a new fare or group pass. Staff is beginning work now on the analysis in anticipation of the funding agreement completion and is anticipating returning to the

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
15	05/13/19	Open	Information	05/07/19

Subject: Student Pass Program for Students Living or Attending School in the City of Sacramento

Board in July for potential adoption of the new fare type. Given the overwhelming potential for ridership gains and minimal impacts to fare revenue, Staff is seeking to discuss the potential initiative with the Board to answer questions and garner feedback regarding the proposed program.

**General Manager's Report
May 13, 2019**

QUARTERLY (JANUARY – MARCH 2019) FINANCIAL UPDATE

See attached Power Point (Brent Bernegger)

SacRT MEETING CALENDAR

Regional Transit Board Meeting

June 10, 2019
SacRT Auditorium
5:30 P.M

Quarterly Retirement Board Meeting

June 12, 2019
SacRT Auditorium
9:00 A.M

Mobility Advisory Council Meeting

June 6, 2019
SacRT Auditorium
2:30 P.M.

3rd Quarter FY 2019
Finance Update and
Key Performance Report

Brent Bernegger

VP, Finance and Procurement/CFO

FY 2019 - Budget to Actual Comparison

3rd Quarter Ended March 31, 2019

Categories (\$ in thousands)	Actual	Budget	\$ Variance	% Variance
Income				
Fare Revenue	\$6,188	\$6,309	(121)	-1.9%
Contracted Services	402	395	7	1.8%
Other Income	1,752	1,678	74	4.4%
State & Local Revenue	27,101	27,417	(316)	-1.2%
Federal Revenue	9,292	9,588	(296)	-3.1%
Total	44,735	45,387	(652)	-1.4%
Expenses				
Salaries/Fringes	30,170	29,771	(399)	-1.3%
Services	5,871	6,111	240	3.9%
Supplies	2,435	2,615	180	6.9%
Utilities	1,514	1,558	44	2.8%
Insurance/Liability	2,316	2,308	(8)	-0.3%
Other Expenses	687	1,624	937	57.7%
Total	42,993	43,987	994	2.3%
Net Operating Surplus (Deficit)	\$1,742			

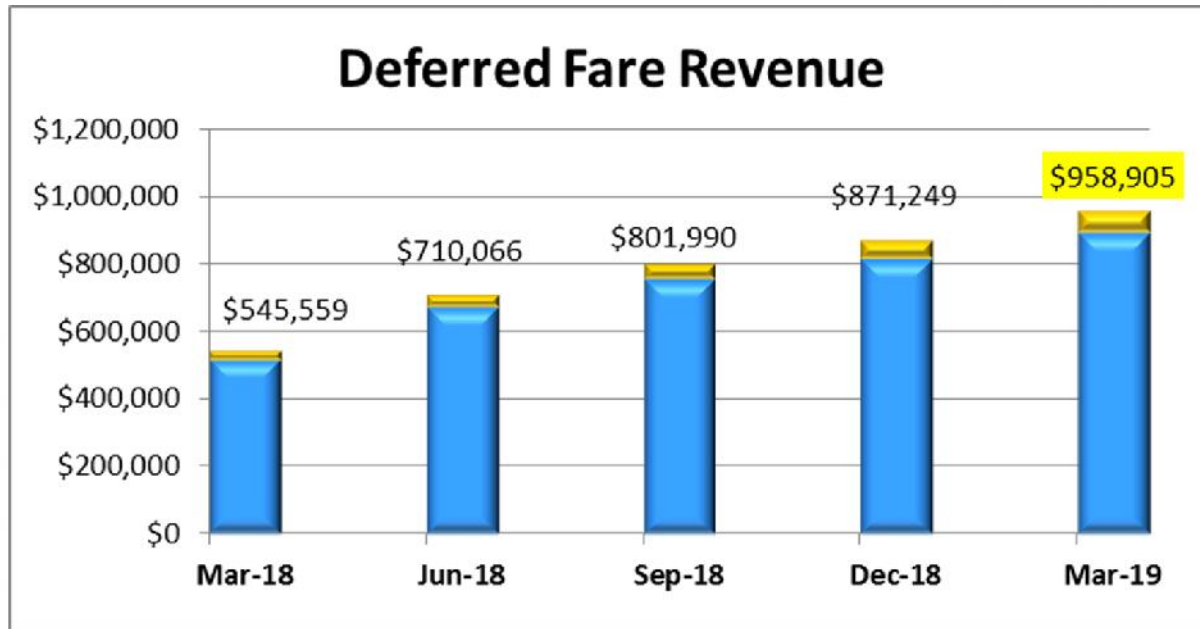
FY 2019 YTD

Actual	Budget	\$ Variance	% Variance
\$19,288	\$20,257	(\$969)	-4.8%
3,487	3,584	(97)	-2.7%
5,635	3,790	1,845	48.7%
75,580	76,273	(693)	-0.9%
25,445	25,741	(296)	-1.1%
129,435	129,645	(210)	-0.2%
86,414	86,772	358	0.4%
16,650	18,213	1,563	8.6%
7,342	7,752	410	5.3%
5,119	5,277	158	3.0%
6,745	6,923	178	2.6%
2,415	5,203	2,788	53.6%
124,685	130,140	5,455	4.2%
\$4,750			

* Budget is seasonally adjusted (not straight-line budget)

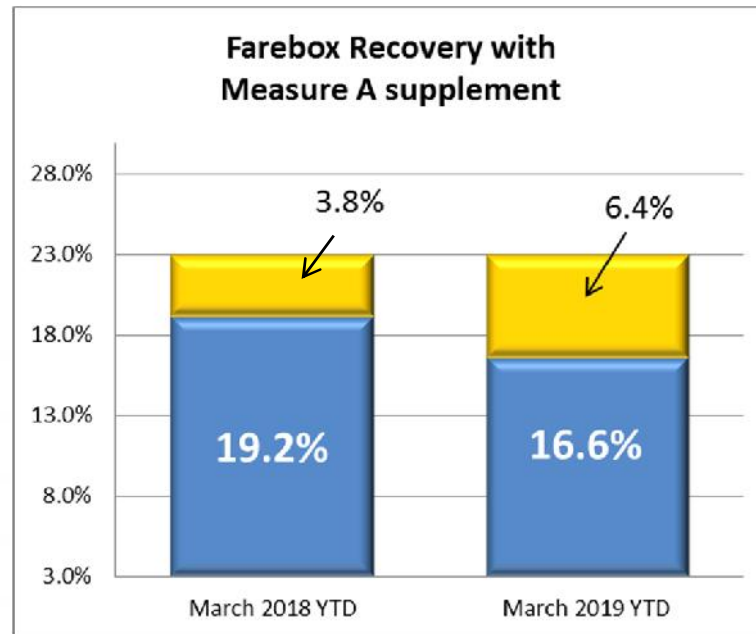
Key Performance Indicators

Deferred Fare Revenue



Key Performance Indicators

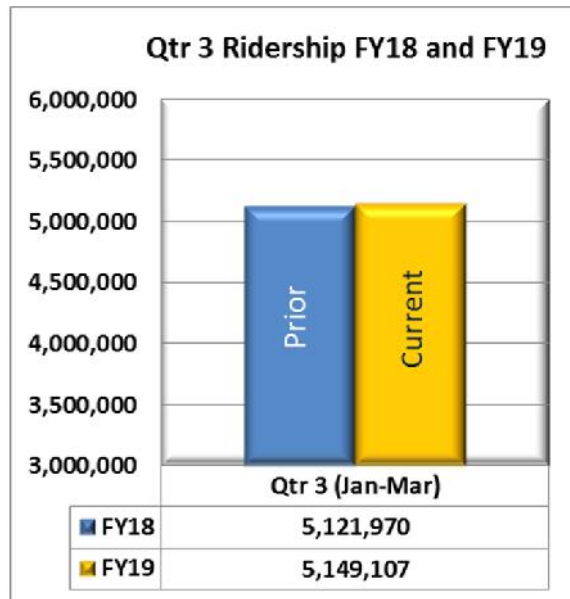
Farebox Recovery



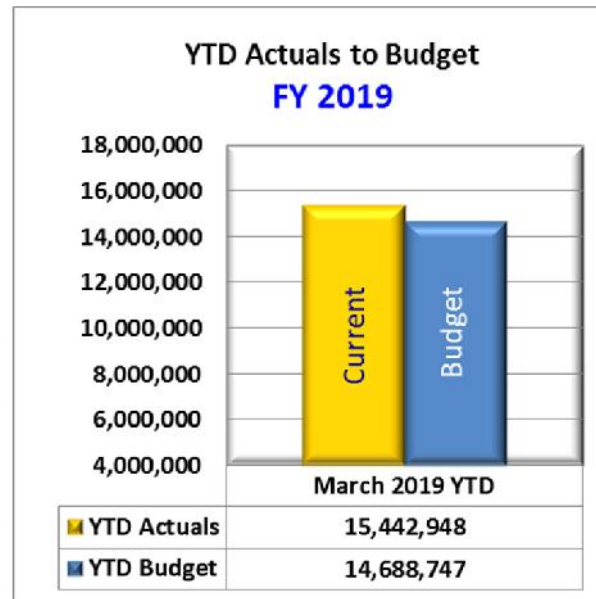
Compliant with TDA requirement of 23%.

Key Performance Indicators

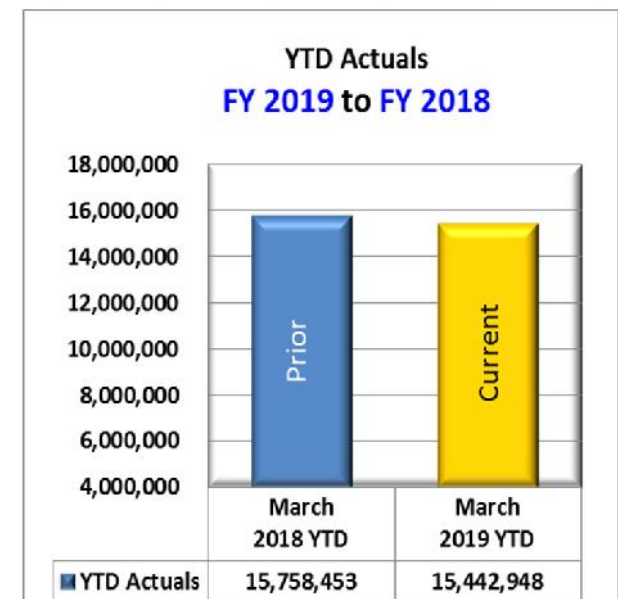
Quarterly Ridership Comparisons



↑ 0.5%



↑ 5.1%



↓ 2.0%

SUMMARY
Paratransit Special Board Meeting
April 18, 2019

The following Directors were present: Steve Hansen, Pat Hume, Alice Kimble, Anna Fontus, Jill Faust, Scott Leventon, Vidhu Shekhar along with CEO, Tiffani Fink and CFO Lisa Cappellari.

Introduction of New Board Members:

Alice Kimble was introduced as one of the new Board members, appointed by the County. Director Kimble has been using services provided by Paratransit, Inc. for 39 years and is serving on the Board because she wanted to give back to the community.

Vidhu Shekhar was also introduced as a new Board member, also appointed by the County. He comes from the technology sphere and has spent time in transit planning in Southern California.

It was noted that there is still a City vacancy.

Consent Calendar:

The Minutes from the January 30, 2019 Board of Directors Meeting were approved with one correction.

Public Comment:

There was no public comment.

Closed Session:

Conference with Labor Negotiators

Open Session Reconvened:

There was no reportable action.

Action Items:

Consideration of establishing an Ad Hoc Committee of the legislative body for the limited purpose of providing direction to the Chief Executive Officer (CEO) concerning negotiation discussions with the Sacramento Regional Transit District regarding contract extension and potential expansion of services.

Anne Fontus, Scott Leventon and Vidhu Shekhar were appointed to the Ad Hoc Committee.

Board Comments/Reports/Future Agenda Items

CEO Tiffani Fink reported that they learned yesterday that the proposed homeless shelter at the Florin Road Light Rail Station had been shelved, and this information was made public today. It was determined that the shelter would be in an alternate location south of Paratransit, Inc. off of Meadowview Road.

Ms. Fink announced Paratransit, Inc. is looking at ways to work with the shelter to get employees, paying to train them and providing healthcare during training as well.

Ms. Fink advised that Paratransit, Inc. had a surplus of iPads due to the closure of the office in Boston. She advised that if any of the Board members were interested she would provide one to them and they could view their Board packets electronically and save trees.