



STAFF REPORT

DATE: December 14, 2020
TO: Sacramento Regional Transit Board of Directors
FROM: Cindy Brooks, Clerk to the Board
SUBJ: APPROVAL OF THE ACTION SUMMARY OF OCTOBER 26, 2020

RECOMMENDATION

Motion to Approve.

**SACRAMENTO REGIONAL TRANSIT DISTRICT
BOARD OF DIRECTORS
BOARD MEETING
October 26, 2020**

ROLL CALL: Roll Call was taken at 5:32 p.m. PRESENT: Directors Budge, Harris, Hume, Jennings, Kennedy, Nottoli, Schenirer, Serna, Vice Chair Miller and Chair Hansen. Director Howell joined the meeting at 5:42 p.m.

1. PLEDGE OF ALLEGIANCE

2. CONSENT CALENDAR

- 2.1 Motion: Approval of the Action Summary of September 14, 2020
- 2.2 Resolution: Approving the First Amendment to the Contract for On-Call Tort Litigation Services with Jones & Mayer (O. Sanchez-Ochoa)
- 2.3 Resolution: Delegating Authority to the General Manager/CEO to Award a Contract for the Completion of the Morrison Creek Light Rail Station to Swierstok Enterprise dba Pro Builders. (L. Ham)
- 2.4 Resolution: Approving the Agreement between Capitol Corridor Joint Powers Authority (CCJPA) and Sacramento Regional Transit District for Subsidized Transit Transfer Program (B. Bernegger)
- 2.5 Amending the Transit Pass Agreements with Sacramento State and Los Rios (B. Bernegger)
 - A. Resolution: Approving the Eight Amendment to the Student Transit Pass Agreement- 2015 with Los Rios Community College District; and
 - B. Resolution: Approving the First Amendment to the Amended and Restated Agreement for California State University, Sacramento Student and Employee Transit Pass Program – 2020
- 2.6 Modifying the Definition of 2020-2021 Annual Student (TK-12) in the Fare Structure to Allow Students in Grades 7 - 12 to Use the TK-6th Grade RydeFreeRT Card as Valid Fare Media through September 30, 2021 and Ratifying the General Manager/CEO's Execution of the Amended and Restated Student Ridership Initiative Student Transit Pass Agreement (B. Bernegger)

- A. Resolution: Repealing Resolution No. 20-09-0107 and Temporarily Modifying the Fare Structure (Resolution Nos. 09-10-0174 and 18-06-0061, as Amended) to Create a 2020-2021 Annual Student (TK-12) Pass Prepaid Fare; and
 - B. Resolution: Ratifying Execution by the General Manager/CEO of the Amended and Restated Student Ridership Initiative Student Transit Pass Agreement
- 2.7 Resolution: Approving the Second Amendment to the Contract for On-Call SAP Support Services with Inlink Consulting, Inc. (S. Valenton)
 - 2.8 Resolution: Approval of the Innovative Clean Transit Plan (L. Ham)
 - 2.9 Resolution: Approving the First Amendment to the Capital Budget for FY 2021 Budget (B. Bernegger)
 - 2.10 Resolution: Delegating Authority to the General Manager/CEO to Execute FY20-21 Caltrans Sustainable Communities Planning Grant - Sacramento Regional Transit Bus Stop Improvement Plan (B. Bernegger)
 - 2.11 Resolution: Approving a Title VI Fare Equity Analysis for the University of California, Davis Identification Card for the Causeway Connection (L. Ham)
 - 2.12 Resolution: Approving the Fourth Amendment to the Contract for Employee Uniforms with Curtis Bus Line (C. Alba)
 - 2.13 Resolution: Delegating Authority to the General Manager/CEO to Execute a Regional Radio Communications System Licensing Agreement with the County of Sacramento (L. Hinz)
 - 2.14 Resolution: Ratifying Unauthorized Procurement, Approving a Sole Source Procurement, and Approving the First Amendment to Contract for Janitorial Services with Consolidated Facility Services, LLP (L. Ham)

Public comment was read into the record from:

Helen O'Connell on Items 2.3 and 2.10.

ACTION: APPROVED - Director Budge moved; Director Jennings seconded approval of the consent calendar as written. Motion was carried by roll call vote. Ayes: Directors Budge, Harris, Hume, Jennings, Kennedy, Nottoli, Schenirer, Serna, Miller and Chair Hansen. Absent: Director Howell.

3. INTRODUCTION OF SPECIAL GUESTS

4. UNFINISHED BUSINESS

- 4.1 Resolution: Approving the Job Description for the Position General Counsel and Changing the Reporting Structure as Authorized Under California Public Utilities Code §102160 (O. Sanchez-Ochoa)

Olga Sanchez-Ochoa introduced the item. Chair Hansen further explained why the item was before the Board for consideration, and made a motion to approve the item. Director Budge seconded the motion and described that this proposed structure is the same structure that the City of Rancho Cordova works under.

Director Nottoli wanted to know about the functionality of the Legal Department and the current role of the General Counsel. Chair Hansen and Ms. Sanchez-Ochoa described the current functionality and indicated that the position is a functioning member of the Executive Management Team (EMT).

Director Hume wanted to know how this is dissimilar to the prior structure. Chair Hansen described the difference between the prior structure and the new proposed structure. Director Hume asked Ms. Sanchez-Ochoa to describe the differences between prior General Counsel roles and the proposed job description.

Director Harris asked Mr. Li if he sees this as a positive change in his ability to manage SacRT. Mr. Li indicated that he would work with any change that Board supports. Director Harris wanted to know why a change is being proposed - what would be the benefits to changing the position. Chair Hansen indicated this would ensure the Board's oversight on compliance.

Director Budge expressed that she is comfortable with this change as the City of Rancho Cordova (RC) is structured this way and that there has never been an issue with the structure of the management team at the RC. The RC City Manager and City Attorney work together as peers with mutual trust and respect.

Director Hume wanted to know if voting to approve the job description by default changes the organization structure. Chair Hansen indicated that it does; however, the General Counsel position is not filled as yet, and the Board would be responsible for hiring the General Counsel.

ACTION: DID NOT PASS- Chair Hansen moved; Director Budge seconded approval of the item as written. Ayes: Directors Budge, Jennings, Schenirer and Chair Hansen. Noes: Director Harris, Howell, Hume, Kennedy, Nottoli, Serna and Miller. Absent: None. Abstain. None.

5. **PUBLIC HEARING**

6. **PUBLIC ADDRESSES BOARD ON MATTERS NOT ON THE AGENDA**

Written public comment was read into the record from:

Mike Barnbaum – Mr. Barnbaum provided a summary of the Sacramento Transportation Authority meeting of October 14th. regarding SmarT Ride service zones and future funding.

7. **NEW BUSINESS**

- 7.1 Resolution: Approval of the Public Transportation Agency Safety Plan (L. Hinz)

Lisa Hinz introduced the item and provided an overview of the Public Transportation Agency Safety Plan. Ms. Hinz noted that the SacRT Safety teams are being honored by the American Public Transportation Association (APTA) for receiving the Gold Award for Light Rail Security. SacRT received this award by reducing violent and overall crime through the establishment of the transit ambassadors and adopt a station programs.

Mr. Li thanked Ms. Hinz for her leadership and the teamwork provided to the staff and SacRT partners.

ACTION: APPROVED – Director Hume moved; Director Harris seconded approval of the item as written. Motion was carried by roll call vote. Ayes: Directors Budge, Harris, Howell, Hume, Jennings, Kennedy, Nottoli, Schenirer, Serna, Miller and Chair Hansen. Absent: None. Abstain: None.

- 7.2 **PRESENTATION/WORKSHOP -**
Sacramento Regional Transit Strategic Plan 2021-2025

- A. Resolution: Adopting the Sacramento Regional Transit Strategic Plan 2021-2025 (S. Valenton)

Shelly Valenton introduced the item as well as introducing Mark Aesch from Transpro, the consultant involved in assisting Sacramento with this plan. Ms. Valenton noted that this is a two-part planning process. The second part of the plan brings the plan to life. The plan provides an emphasis on customer satisfaction and community value to an engaged workforce committed to operational excellence.

Mr. Aesch reviewed the planning process to get to the final plan -- why are we here; what does success look like in pursuit of that why; how to realize that; and who is responsible and has ownership to deliver on the activities.

Ms. Valenton indicated that Staff will continue to work with Information Technology to track projects, and will seek feedback from employees and the community to improve the plan.

Devra Selenis noted that SacRT will pursue community engagement to support public transit as well as pursue additional grant opportunities. Rider and community engagement will happen with continuing the transit academy, social media, news media, customer feedback on service implementation and social justice. Staff will continue to promote service (SacRT Forward, RydeFreeRT, SmaRT Ride, etc.), and will collaborate with regional mobility partners, and rethink COVID-19.

Carmen Alba noted that this plan is the roadmap to service evaluation including operator availability, on time pull out, performance, schedule adherence, equipment availability, spare ratio, in-service failures and vehicle cleanliness.

Lisa Hinz stated that the plan implements many safety measures such as daily cleaning of vehicles and temperature checks that promote a safety-first culture. Staff has created a command center to integrate several departments, and has partnered with the City of Sacramento and hired a city intern to ride with police officers to address homelessness.

Laura Ham discussed upcoming major capital and planning projects such as the light rail modernization/Folsom 15 minute service, Green Line to the Airport, Sacramento Valley Station Loop//7th Street double track; Elk Grove light rail extension, Downtown Riverfront Streetcar, Watt I-80 transit center improvements, new light rail stations – (Dos Rios, Morrison Creek, Horn, railyards), zero emission vehicle planning; BRT/high capacity bus study; SacRT Forward evaluation & refresh and the long range and facility plans. Ms. Ham reviewed the SmartRide zones and their ridership numbers and noted that the Sacramento Transportation Authority (STA) has approved the continuation of the SmaRT Ride program for 2 more years. Staff will continue to develop partnerships with Elk Grove, West Sacramento and the Yolo County Transportation District on the Causeway Connection and Airport; fares (Connect Card, Zip Pass, etc.); a mutual aid agreement, and San Joaquin JPA network integration.

Shelly Valenton indicated that staff will continue with their efforts to update business processes and best practices, will prepare for ongoing and upcoming audits, clean up Standard Operating Procedures and evaluate other business processes giving high priority to customer facing applications. Ms. Valenton noted that employees are SacRT's most important asset and staff will continue to engage with the workforce by providing training and professional development, succession planning, crisis management and employee assistance.

Brent Bernegger provided information on major facility and State of Good Repair initiatives. Mr. Bernegger noted that SacRT will need to upgrade their bus fleet to meet the zero emission standards. To increase funding SacRT will need local support to

approve a Measure in 2022. SacRT Staff will work with the Sacramento Transportation Authority staff to try and move this Measure forward. If this initiative is not approved, SacRT proposes to work with a Citizen's Initiative to support a new Measure.

Henry Li thanked staff for the presentation and thanked the Board for their guidance and comments. Mr. Li noted that SacRT has made a historical turnaround being one of the best in class in North America and is in a good place to emerge through the pandemic. It is vital to plan for the future through development of key indicators and a strategic plan that tracks projects and goals.

Director Hume congratulated staff on their comprehensive plan product, and moved the item.

Director Howell noted that staff had provided a great presentation.

Director Jennings also noted an incredible presentation and congratulated staff for their hard work.

Director Miller commented that it is great to have a work plan and looks forward to celebrating the successes of the plan in the next 5 years.

Chair Hansen indicated that his plan will bring the agency together to envision a modern and vibrant agency with a bold and essential vision, but will require a lot of work in the future. Chair Hansen mentioned that the Board will need to continue to provide the resources to staff to move this plan forward. He also provided his thanks to the staff for creating this plan.

ACTION: APPROVED – Director Hume moved; Director Howell seconded approval of the item as written. Motion was carried by roll call vote. Ayes: Directors Budge, Harris, Howell, Hume, Jennings, Kennedy, Nottoli, Schenirer, Serna, Miller and Chair Hansen. Absent: None. Abstain: None.

8. GENERAL MANAGER'S REPORT

- 8.1 General Manager's Report
 - a. Capitol Corridor Joint Powers Authority Meeting – September 16, 2020 (Miller)
 - b. San Joaquin Joint Powers Authority Meeting – September 25, 2020 (Hume)
 - c. SacRT Meeting Calendar

No additional comments were provided on the Capitol Corridor or San Joaquin JPA meeting summaries.

9. REPORTS, IDEAS AND QUESTIONS FROM DIRECTORS, AND COMMUNICATIONS

Chair Hansen announced that the SacRT Board meeting for November 9th is being canceled.

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

11. ANNOUNCEMENT OF CLOSED SESSION ITEMS

Chair Hansen announced that Item 13.2 listed on the Closed Session agenda is being pulled since Item 4.1 above did not pass.

12. RECESS TO CLOSED SESSION

The Board recessed to Closed Session at 7:05 p.m.

13. CLOSED SESSION

13.1 Conference with Legal Counsel
Pursuant to Section 54956.9
Existing Litigation

- 1) Zatha Ladra v. SacRT
(Case number is 34-2019-00269269)
(Claim number is L-60871-01)

13.2 Public Employee Appointment
Pursuant to Section 54957

Title: General Counsel

14. RECONVENE IN OPEN SESSION

15. CLOSED SESSION REPORT

There was no Closed Session report.

16. ADJOURN

As there was no further business to be conducted, the meeting was adjourned at 7:19 p.m.

STEVE HANSEN, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary