



# STAFF REPORT

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**DATE:** February 10, 2020  
**TO:** Sacramento Regional Transit Board of Directors  
**FROM:** Henry Li, General Manager/CEO  
**SUBJ:** GENERAL MANAGER'S REPORT

## RECOMMENDATION

No Recommendation — For Information Only.

### **Quarterly Financial Report (2<sup>nd</sup> Quarter FY 2020)**

Oral Presentation by Brent Bernegger, VP, Finance/CFO

### **Paratransit Inc. Board Meeting (January 9, 2020)**

See written report attached.

### **San Joaquin JPA Board Meeting (January 24)**

See written report attached.

### **Sacramento-Placerville JPA Board Meeting (February 3)**

Will be provided by Director Budge.

### **SacRT Meeting Calendar**

#### **Regional Transit Board Meeting**

February 24, 2020  
SacRT Auditorium  
5:30 P.M

#### **Quarterly Retirement Board Meeting**

February 26, 2020  
SacRT Auditorium  
9:00 A.M.

2<sup>nd</sup> Quarter FY 2020  
Finance Update and  
Key Performance Report

**Brent Bernegger**

VP of Finance/Chief Financial Officer

Agenda Item 8.1(a)

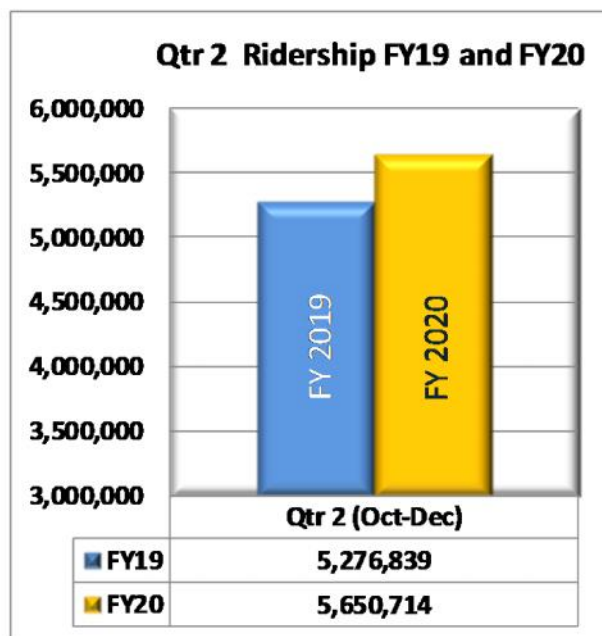
## FY 2020 - Budget to Actual Comparison

Categories (\$ in thousands)	2nd Qtr Ended December 31, 2019				FY 2020 YTD			
	Actual	Budget	\$ Variance	% Variance	Actual	Budget	\$ Variance	% Variance
<b>Income</b>								
Fare Revenue	\$6,353	\$6,969	(\$616)	-8.8%	\$12,682	\$14,116	(\$1,434)	-10.2%
Contracted Services	1,831	1,889	(58)	-3.1%	3,666	3,779	(113)	-3.0%
Other Income	2,076	1,209	867	71.7%	3,425	2,418	1,007	41.6%
State & Local Revenue	29,327	29,746	(419)	-1.4%	58,464	58,884	(420)	-0.7%
Federal Revenue	8,986	8,986	0	0.0%	17,972	17,972	0	0.0%
<b>Total</b>	<b>48,573</b>	<b>48,799</b>	<b>(226)</b>	<b>-0.5%</b>	<b>96,209</b>	<b>97,169</b>	<b>(960)</b>	<b>-1.0%</b>
<b>Expenses</b>								
Salaries/Fringes	31,876	32,529	653	2.0%	63,729	64,976	1,247	1.9%
Services	6,363	6,810	446	6.6%	12,640	13,637	997	7.3%
Supplies	3,011	2,800	(211)	-7.5%	5,493	5,602	109	1.9%
Utilities	1,523	1,628	105	6.4%	3,676	3,969	293	7.4%
Insurance/Liability	2,662	2,710	48	1.8%	5,369	5,420	51	0.9%
Other Expenses	995	1,213	218	18.0%	1,762	2,058	296	14.4%
<b>Total</b>	<b>\$46,432</b>	<b>\$47,691</b>	<b>\$1,259</b>	<b>2.6%</b>	<b>\$92,669</b>	<b>\$95,662</b>	<b>\$2,993</b>	<b>3.1%</b>
<b>Net Operating Surplus (Deficit)</b>	<b>\$2,141</b>				<b>\$3,540</b>			

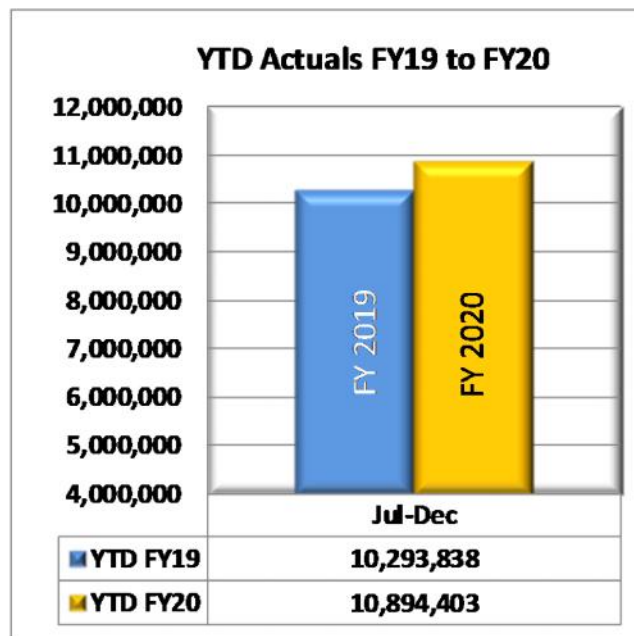
\* Budget is seasonally adjusted (not straight-line budget)

# Key Performance Indicators

## Quarterly Ridership Comparisons



↑ 7.1%

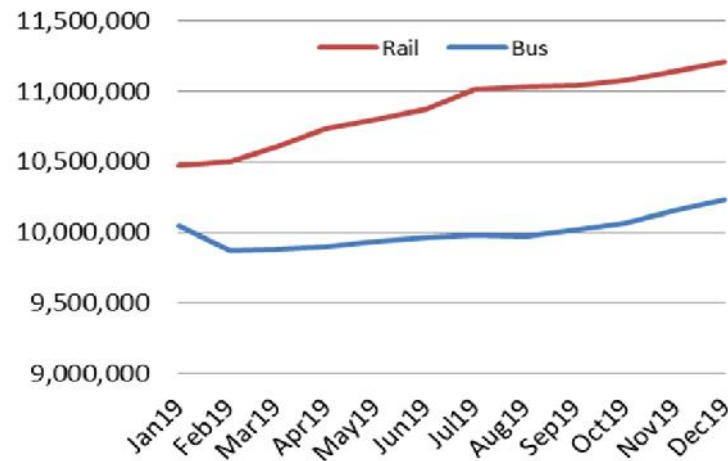


↑ 5.8%

# 2nd Quarter Ridership Summary



**Trailing 12 Month Trend**



**FY20 Year to Date Summary**

Category	FY20 YTD	FY19 YTD	Difference	% Change
Bus	5,263,407	4,999,019	264,387	5.3%
Light Rail	5,630,996	5,294,822	336,174	6.3%
System Total	10,894,403	10,293,841	600,561	5.8%

# Jul-Dec Crime Comparison



Total UCR Statistics **Decreased 14.1%** year-to-year  
excluding events at Franklin station on 7/23/19 and 11/27/19

(UCR – Uniform Crime Reporting)

Jul - Dec (adjusted)	FY 2019	FY 2020	% Change
Homicide	0	0	NA
Rape	0	0	NA
Robbery	12	14	16.7%
Aggravated Assault	12	4	-66.7%
Burglary	1	0	-100.0%
Auto Theft	10	7	-30.0%
Arson	1	1	0.0%
Total Larceny	42	41	-2.4%
<i>felony larceny</i>	7	5	-28.6%
<i>misdemeanor larceny</i>	15	15	0.0%
<i>theft from autos *</i>	20	21	5.0%
<b>Total UCR Crimes</b>	<b>78</b>	<b>67</b>	<b>-14.1%</b>

\* Total UCR crimes are adjusted for one day auto burglary crimes at Franklin Station on 7/23/19 and 11/27/19 (All suspects are arrested). Total UCR statistics, including events on 7/23/19 and 11/27/19, are increased 37.2% year-to-year. There is now a dedicated security guard at the Franklin Station.

# **Mobility Advisory Council Meeting**

March 5, 2020  
SacRT Auditorium  
2:30 P.M



## STAFF REPORT

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**DATE:** February 10, 2020  
**TO:** Sacramento Regional Transit Board of Directors  
**FROM:** Montessa Parker, Eligibility Specialist, Accessible Services  
**SUBJ:** PARATRANSIT INC. BOARD MEETING REPORT- MEETING OF JANUARY 9, 2020

### RECOMMENDATION

No Recommendation — For Information Only.

### DISCUSSION

The following directors were present: Anna Fontus, Pat Hume, Alice Kimble, Scott Leventon, Stephanie Nguyen, Vidhu Shekhar along with CEO, Tiffani Fink.

The meeting was called to order at 6:02 p.m. The Board immediately made a motion to rearrange action items in order to ensure they have a quorum. Motion passed to go directly to Closed Session after the Consent Calendar.

The following items were approved on the consent calendar:

- The minutes of the December 18, 2019 Special Board Meeting

Closed Session:

- A. Employee Performance Evaluation, Government Code Section 54957(b)(1)
  - a. Agency Representative: Tiffani Fink CEO
- B. Conference with Labor Negotiator, Government Code 54957.6
  - a. Agency Representative: Board President
  - b. Unrepresented Employee: Chief Executive Officer

The Board, Legal Counsel, and Paratransit, Inc.'s CEO, withdrew to closed session at 6:05 p.m. Paratransit, Inc.'s CEO and Legal Counsel came out of Closed Session at 6:29 p.m. At 8:01 p.m. Legal Counsel was called back into Closed Session. Closed Session ended at 8:12 p.m.

Open Session Reconvened:

The Board advised that, after much discussion, a motion was made not to amend compensation or CPI at this date, but rather push it back to the spring. Director Shekhar made this motion, which was approved 4 to 2 with Directors Fontus and Kimble opposing.



The following Action Items were approved with no opposition:

- Resolution 1-20 Authorizing the Chief Executive Officer to Submit a Proposal to provide complimentary Paratransit services to Ventura County Transportation Commission (VCTC) and further authorizing the Chief Executive Officer to negotiate and execute the contract and any amendments, if awarded.

CFO Dr. Lisa Cappellari reported on the 2019 Financial Audit for Paratransit Inc., conducted by Richardson and Company, LLP in November 2019. Dr. Cappellari advised that there were no findings in the audit, and presented detailed financial and operating data through November 2019. Dr. Cappellari advised that Paratransit Inc.'s assets total 16 million with liabilities of 5.7 million. She spoke on the reserve policy and reserve balance, stating that Paratransit Inc. was required to draw down on their reserves in June 2019, but made reserves whole again in July 2019.

CEO Tiffani Fink opened up discussion on Paratransit Inc.'s Next Steps on Governance effective July 1, 2020. Lawyer Nancy Miller explained that the 4 party agreement will terminate at the end of the fiscal year, and Paratransit Inc. will have a new governance structure after that date. Tiffani Fink added that they anticipated the SacRT Go transition to be completed by July, pending additional discussion with SacRT. Tiffani referenced SacRT Board Agenda Item 2.4 which would push back the transition date for SacRT Go to June 30, 2020. Nancy Miller advised that she would like an ad-hoc committee to be created to work with staff on options for the new governance structure. Directors Nguyen, Shekhar and Kimble volunteered for the ad-hoc.

Member of the Public, Mike Barnbaum, spoke on two SacRT Board Agenda Items:

Item 2.4 Repealing Resolution No. 19-10-0112 and Modifying the Termination Effective Date of the ADA Paratransit Service Agreement with Paratransit, Inc. to on or about June 30, 2020.

Item 7.2 Section G – Appointments to Boards and Committees - Appointing Two Representatives to the Paratransit Board of Directors.

Mr. Barnbaum expressed support for item 2.4. Director Hume advised he would like to hear legal counsel's opinion on item 7.2 to see if it may present a conflict of interest, depending on which management employee is assigned. Legal Counsel, Nancy Miller, agreed and advised that she does not think this is a good idea. Director Shekhar asked if they could communicate to SacRT's Board about a possible conflict of interest.

CEO Tiffani Fink presented the CEO Report. Ms. Fink announced and congratulated recent promotions and new hires. She spoke on new business ventures with the City of Wichita, a partnership with VIA transportation to provide hands on paratransit training and also provided an update on building upgrades. Ms. Fink also detailed accomplishments from 2019 including a new three year contract with the ATU, new agreement to continue to provide travel training and eligibility in San Joaquin County, winning the statewide Rodeo, Co-chairing of the Cap to Cap Transportation Team and completion of various facility upgrades.

Dr. Lisa Cappellari provided the CFO report. There were no questions or comments from the public.

Director Hume stated that given SacRT's Board Agenda Item, his tenure on the Paratransit Board may be in flux. He thanked CEO Tiffani Fink for keeping the organization moving forward while keeping morale up with employees. Director Fontus thanked Director Hume for mentoring her and for helping Paratransit Inc. weather a lot of turbulence. The other Board Members expressed their appreciation as well.

Meeting Adjourned at 8:59 p.m. with no additional public comment.



## STAFF REPORT

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**DATE:** February 10, 2020  
**TO:** Sacramento Regional Transit Board of Directors  
**FROM:** Sarah Poe, Assistant Planner  
**SUBJ:** SAN JOAQUIN JOINT POWERS AUTHORITY MEETING REPORT

### RECOMMENDATION

No Recommendation — For Information Only.

**San Joaquin Joint Powers Authority  
Board Meeting, January 24, 2020**

**Staff Report:**

**Item 4** – On-time performance monitoring was presented; OTP improved from 34% to 55% after schedule changes were implemented; dwell time on Train 710 was very high, up to 20 minutes at times; moved Comet equipment from Train 710 (which is a high ridership train) to a train with less ridership to decrease the high dwell times.

**Item 5** – Implementation of allowing bus-only tickets on routes; the implementation is proposed to be phased over time, starting with Route 10 (Bakersfield-Oxnard-Santa Barbara) and Route 12 (Bakersfield-Lancaster-Victorville); proposing new fare grids; service on routes that are not eligible for bus-only tickets have been coordinated with the local transit services to ensure local service is available; fiscal impacts include increases in ridership and revenue; staff is working with Amtrak in order to report on how the bus-only ticketing will perform.

**Item 6** – Two advertising agencies have been selected through an RFP process; Jeffrey Scott Advertising was selected for the new Thruway Bus Service project (campaign #1), and Pulsar Advertising was selected for the new Connected Corridor Schedule project (campaign #2); the fiscal impacts have already been included in the 2020 SJJPA business plan.

**Item 7** – Siemen's fleet will be in service in August/September 2020; new cars require new mini-high platforms to meet ADA passenger needs; 18 station locations will need new mini-high platforms; contract will need to be executed quickly in order to continue the work and construction on time; State provides funding so there is no fiscal impact.

**Item 8** – Requesting SB1 funds to construct a new building and make site improvements at Robert J. Cabral Station; SJJPA awarded \$13.1 million, has received \$8 million already; \$5.1 million available for allocation; staff requesting \$3 million for a new depot building and site improvements such as enhanced parking, security, lighting etc.

**Item 9** – Interagency agreements for two pilot projects; 1) the Enhanced Station Security Pilot program will contract with the City of Fresno police department, the City of Merced police department, and the City of Stockton police department; the three stations in these three cities were selected for the pilot; police officers will increase their on-site presence, and provide additional security and safety; 2) the Enhanced On-Board Security Pilot program will contract with CHP officers to provide additional personnel on the trains, law enforcement presence on trains to improve on-board incidents; customer satisfaction will be measured and incident reports will be tracked during the pilots to see if things improve.

**Item 10** – Update was provided on the 2020 SJJPA Business Plan for the next two State fiscal years; plan will be released in February 2020 for public review; final to be approved in March; key changes include Merced-Bakersfield HSR Interim Operating Segment, Merced Intermodal Track Connection project, Stockton Diamond Grade Separation Project, pilot program to operate a new thruway bus between Merced and San Jose, include "South of Merced Integration Studies" in the FY20/21 Action Plan, funding for additional freight railroad OTP incentives, reinstate reserved ticketing, and not moving forward with the Onboard Information System program.

**Item 11** – In this year’s ITIP, SJJPA received funding for several new and existing projects within the San Joaquins intercity rail corridor; \$20.8 million for Stockton Diamond Grade Separation project, \$20 million for Second Platform Projects at Modesto Station and Turlock-Denair Station, \$15 million for the Stockton Regional Rail Maintenance Facility Expansion Project, and \$5 million for Mini-High Platform Improvements at existing stations.

**Item 12** – Project Zero TIRCP grant application; goal is to reduce GHG, improve ridership and rail service; co-applicant with Tri-Valley, focused on conversion of hybrid-zero emission locomotives and replacing existing vehicles with zero emission vehicles; \$30 million ask, to cover feasibility, research and development, conversion of locomotives; awards announced in April 2020.

**Item 13** – Update provided from Marketing staff; rededication event and Santa on the Train event during the December 2019 holiday season.

**Item 14** – Executive Directors report included an update on High Speed Rail in the Central Valley; there are a variety of reports that will be coming out proposing a newer concept.

Agenda Item 8.1(d)

Sacramento Placerville Transportation Corridor JPA Report  
Meeting of February 3, 2020

Will Be Provided by Director Linda Budge